

## ST DOMINIC PARISH COUNCIL

### Minutes of the Parish Council Meeting of St Dominic Parish Council held in St Dominic Parish Hall, St Dominic, on Wednesday 6<sup>th</sup> June 2018, commencing at 7.30pm.

**Present:** Councillors: G Wilkins, Chairman, Cllr S Brady, Vice Chair, D Potter, D Fry, G Walker, J Totterdell, D Greene, J Davis and J Wenmoth

**In Attendance:** Mrs L Coles (Clerk)

There were 7 members of the public present.

**Item 1. Apologies.** Apologies received and accepted from Cllr Behennah.

#### **Item 2. Declarations of Interest**

**a) Agenda items.** Cllr Walker and Cllr Fry declared an interest in Item 7 Planning Application PA18/04015. Cllr Wenmoth and Cllr Potter declared an interest in Item 7 Planning Application PA18/03645.

**b) Gifts.** None were declared.

**Item 3. Consideration of Written Dispensations.** None received.

**Item 4. Annual Governance Statement 2017/18.** The Clerk reported that the Internal Auditor had declared a clean audit and no issues had been raised. Following discussion, it was **RESOLVED** to sign the Annual Governance Statement 2017/18 as a true reflection of the Council's practices, **proposed by Cllr Potter, seconded by Cllr Davis with all in favour.**

**Item 5. Public Participation (including Neighbourhood Watch (NW)).** A member of the public said that there had been some concern about the NHW continuing following the resignation of Mr Tomlinson but the remainder of the co-ordinators have taken on various roles to keep it going and there is no lack of enthusiasm. The Police very much want it to continue.

**Item 6. Response to Public Participation.** Not applicable.

#### **Item 7. Planning.**

a) To consider and **RESOLVE** Council's response to planning applications received before the agenda was finalised:

**PA18/04015**, Land South East of Tregonhay, St Dominic, Cornwall PL12 6TE. Proposed dwelling with detached garage beside Tregonhay (resubmission of PA17/11353). **Having declared an interest in this Item Cllr Walker left the room, Cllr Fry remained but took no part in the debate.** The Council heard from members of the public on this application. Following discussion, it was **RESOLVED** to object to the application for the same reasons as it had objected to PA17/11353, a previously submitted application for the same development, but with the following added comments: Whilst it is noted that the ridge height has been reduced this is minimal and it is considered that it will not make a significant difference to the overbearing nature of the proposed development to surrounding buildings. The proximity of the development to nearby properties is still unacceptable. The development will block the windows on the South elevation of Tregonhay. It is also noted that the footprint has been moderately reduced and the building is a little more set back from Church View but it is felt that these modifications offer no mitigation. The proposed development is still out of character and scale to surrounding properties and disproportionate to the site. It will be a huge block on a tight corner and removal of the Cornish Hedge to provide a parking bay will impact on the character of the Lane. The immediate environs of the proposed development are

perhaps the part of the village which best retains the original character of the old settlement of St Dominic in terms of building form, irregular layout and materials. It would seem important therefore that any additional building in this area should be in keeping with its immediate neighbours. The present design produces a dwelling which is strikingly out of character with the nearby properties, NPPF Section 7. The proposed development will take up an open green space in the historic centre of the village and will close a gap meaning that there will no longer be a view down the valley and to the Grade II Listed Church, thus a loss of visual amenity to the village. It is not felt that this application sufficiently addresses the Council's objections to the earlier application. **Proposed by Cllr Davis, seconded by Cllr Greene with all in favour.**

**Cllr Walker returned to the meeting.**

**PA18/03645**, Burcombe Farm, St Dominic, Saltash, Cornwall. Conversion of barn to offices. **Having declared an interest in this Item Cllr Wenmoth and Cllr Potter left the room.**

The Members had conducted a site visit for this application. Following discussion, it was **RESOLVED** to support; the proposed development will restore this important building sympathetically and it is noted that the proposed new openings will be not detract from the aesthetics of the building. **Proposed by Cllr Wilkins, seconded by Cllr Brady with all in favour. Cllr Wenmoth and Cllr Potter returned to the meeting.**

**PA18/03858**, Greenhill, St Dominic, PL12 6TD. Convert the loft into two ensuite bedrooms by raising the ridge height by 600 mm. Adding two dormers on the front and one on the back. It was **RESOLVED** to object to this planning application on the grounds that the plans/drawings submitted are not clear enough to make a decision and have insufficient detail, there is no scale provided to allow clear judgement. The drawings do not reflect what is proposed from the view of the rear of the property. It is also felt that the proposed flat-roofed dormers do not pay sufficient attention to Local Plan policy re design. **Proposed by Cllr Davis, seconded by Cllr Walker with all in favour.**

- b) Planning applications received after the agenda was finalised: **PA18/03068** Land to the West of The Meadows, St Dominic, Cornwall. Outline planning permission with all matters reserved: Development of up to 14 houses (7 self-build and 7 affordable) with associated roads and parking. It was agreed that a Public meeting will be held to discuss this Application. Thursday 21<sup>st</sup> June at 7.30pm was suggested and the Clerk will contact the Developer and advertise accordingly. **Clerk.** The Zip File of the application will be emailed to the Members. **Clerk**
- c) Planning decisions received from Cornwall Council: **PA17/11353**. Land at Tregonhay St Dominic. **Refused**
- d) Other planning matters. There were no other matters to discuss.

**Item 8. To RESOLVE to approve the Minutes of the following meetings:**

- a) Annual Parish Council Meeting held on 2<sup>nd</sup> May 2018. It was **RESOLVED** to accept the Minutes as a true record of that meeting. **Proposed by Cllr Potter, seconded by Cllr Totterdell with all in favour. Cllrs Greene and Davis abstained because they were not present at this meeting.**
- b) **Parish Council Meeting held on the 2<sup>nd</sup> May 2018** it was **RESOLVED** that the Chairman should sign the Minutes as being a true record of that meeting subject to the following amendment: Page 5, Item 12 a) *"the committee is 'getting' to be changed to 'applying for'.* **Cllr Totterdell proposed, Cllr Fry seconded, all in favour with two abstentions from Cllr Greene and Cllr Davis who had not been present at that meeting.**

**Item 9. Matters Arising from the Minutes, that are not an agenda item, and Action Tracker.**

**Action Tracker:**

- Bus Shelter. It was agreed that the Clerk will apply to Jewsons for Magnolia Paint to repaint the bus shelter. The repainting will be deferred because of the nesting birds. Agenda item for the September meeting. **Clerk**
- The Clerk will write to Pentillie Estate regarding the wall stones that have been knocked onto the road at Halton Quay. **Clerk**
- Cllr Wilkins and Cllr Davis are to be added to AT for the Recreation Ground Inspections in August.

- Telephone Kiosk- This is scheduled for repainting next Wednesday, weather permitting. The Clerk has had the pane of glass repaired.
- Cllr Walker will speak to the School regarding the alleged repairs needed to the Recreation Ground wall. Copy Deed received from the National Trust and it is the responsibility of the Parish Council to carry out any repairs. **Cllr Walker**
- The Clerk will pursue the possibility of car parking at the Allotments, with the National Trust, again. **Clerk**

#### **Minutes of the 2<sup>nd</sup> May Parish Council meeting:**

- Andrew Bellas has replaced the stones at the lay-by at Pentire with Lavender.
- The rotten signpost opposite Cotehele Bridge has been replaced.
- Cllr Walker will put the other shackle on the nest swing next week. **Cllr Walker**
- Cllr Fry has spoken to the car parkers.
- The Clerk will chase BIFFA re the bin at Baber Court. **Clerk**

**Item 10. Telephone Kiosk.** Suggestions were made for the use of the Telephone Kiosk, a book, CD or seed exchange, tourist information, a café, a second defibrillator. It was **RESOLVED** to use it to house a second defibrillator, **proposed by Cllr Brady, seconded by Cllr Fry 8 votes for and 1 abstention.** The Clerk will look at funding for defibrillators. **Clerk**

#### **11. Policy Review**

- FOI Policy for Handling Requests for Information. Circulated to Members. To adopt at next meeting
- Privacy Policy. Circulated to Members. To adopt at the next meeting.
- Publication Scheme. To adopt at the next meeting.

#### **12. Highway Matters**

- Memory Tree at the Lay-By.** This item was deferred until the next Parish Council meeting.
- Closure at Fullaford Road, Florence Road to Kelly Bray.** The Clerk gave details of these road closures from 18<sup>th</sup> to 29<sup>th</sup> June (weekends included).

**Item 13. Footpaths** Cllr Wilkins reported that the maps for the St Dominica Heritage Trail are being reprinted. It was reported that brambles are growing out of the wall at Lovells Park (Recreation Ground). Cllr Walker will cut them back. **Cllr Walker**

**Item 14. Recreation Ground.** Cllr Fry said that the picnic tables are in serious need of power washing. Cllr Greene suggested using 'Wet and Go'. The cable on the zip-wire needs tensioning and Cllr Fry will have a look at this. **Cllr Fry.** The bearings on the roundabout were rumbling but Cllr Walker has greased them. The shackles on the Multiplay are quite corroded and some steps are loose on the Tower Play by the School. Cllr Fry will look at this. **Cllr Fry**

#### **Item 15. Reports from other Groups**

- Parish Hall Management Committee.** The Committee was not able to apply to Calor Gas for funding because of the limited timeframe. The Parish Council was asked if it will submit the plans for the disabled toilet, as the Trustees for the hall, as this will mean a 50% reduction in the cost of the planning application. It was **RESOLVED** that the Parish Council will apply for the planning permission for the disabled toilet. **Proposed by Cllr Fry, seconded by Cllr Brady with all in favour.** The Committee still has no Treasurer.
- GDPR.** This will be an agenda item for the next meeting. **Clerk**
- Advertisers** – the Clerk will prepare a report of the Advertisers for the next meeting. **Clerk.** It was agreed that the Clerk will send out the invoices for the Newsletter for 2018/19 now and not wait as had been suggested by the Editorial Team. **Clerk**

#### Item 16. Correspondence.

- a) Grant request from Cornwall Air Ambulance. It was **RESOLVED** to pay a grant to the Cornwall Air Ambulance, **proposed by Cllr Davis, seconded by Cllr Brady 8 votes for with 1 abstention.** It was **RESOLVED** to pay an amount of £100 to Cornwall Air Ambulance, **proposed by Cllr Potter, seconded by Cllr Davis, 8 votes for and 1 abstention.**
- b) Special Town and Planning Newsletter regarding enforcement investigations. The Clerk reported that because of GDPR enforcement case details will no longer be available until conclusion, and then only if a breach has been found. When an alleged breach is notified to them it will remain closed information and only the person/body that reported it will be told of the outcome.
- c) Salmon Netting on The Tamar. The Clerk read out the reply from Environment agency and had emailed the reports to the Members for their information.
- d) The Clerk had received an email from Landulph Neighbourhood Development Plan Steering Group reporting the consultation/examination period start on Monday 11<sup>th</sup> June for a six-week consultation of the draft Plan.

#### Item 17. General Finance. a) Payments and Receipts for May 2018

**Proposed by Cllr Totterdell, seconded by Cllr Fry, with all in favour.**

**RESOLVED to pay:**

- Cheque Number 001223 - Linda Coles, Clerk's salary and expenses May.
  - Cheque Number 001224 - £76.43 -HMRC Direct, PAYE for Clerk for May
  - Cheque Number 001225 - £22.54- Cornwall Council, printing of Newsletter x 2 months
  - Cheque Number 001145 - £31.00 – St Dominic Parish Hall, hire of hall for meetings
  - Cheque Number 001146 - £200.00 – CL Finance Associates, Internal Audit Fee for 2018
  - Cheque Number 001147 - £240.00 - J Pote, grass cutting at the Recreation Ground
- b) **Receipts:** £20.00, Advert in Newsletter, £168.59 Allotment Rent.
  - c) Bank Statements and reconciliations for May 2018 were approved for signing. It was **RESOLVED** to sign them as correct. **Proposed by Cllr Potter, seconded by Cllr Wenmoth with all in favour.**
  - d) It was **RESOLVED** to purchase the necessary software and security for the Parish Council Lap-top for GDPR. **Proposed by Cllr Fry, seconded by Cllr Totterdell with all in favour.**
  - e) It was **RESOLVED** to pay towards the Clerk's SLCC Membership for 2018/19, one third of cost @ £50, **Proposed by Cllr Davis, seconded by Cllr Wilkins with all in favour.**
  - f) **Annual Accounting Statements 2017/18.** It was **RESOLVED** to sign the Annual Accounting Statement 2017/18 (circulated to Members) as a true record of the Accounts and Assets of the Parish Council at 31<sup>st</sup> March 2018, **proposed by Cllr Davis, seconded by Cllr Brady with all in favour.** The Clerk will submit the Annual Return to the External Auditors. **Clerk**

#### Item 18. Any Other Business.

Cllr Potter suggested that the Parish Council meetings should start at the earlier time of 7.00pm.

Cllr Potter reported that Cornwall Council highways has resurfaced the whole of Summers lane to Bartletts and Watergate to Bartletts, re-tarmacadamed and chippings were put down. Clerk to ask Highways for an explanation and highlight that Tipwell Road and the road to Hunters Oak have been reported to them as needing resurfacing, Summers Lane was resurfaced only 18 months ago. **Clerk**

Cllr Brady said that whilst the new Litter signs are working it would be necessary to monitor them and move them around the Parish for maximum effect. Agenda for next meeting.

The Post Box at Postbox Corner is listing badly. The Clerk has reported this already but will chase. **Clerk**

Cllr Brady will liaise with Carolyn Wilkins to form a working party to maintain the St Dominica Heritage Trail.

Cllr Brady and Cllr Fry asked about training for Councillors. The Clerk is waiting to hear from CALC what is available. **Clerk**

Cllr Wenmoth said that there is no baby swing in the recreation Ground. The Clerk will look at funding for this and will report to the next meeting. **Clerk**

Cllr Wilkins reported that the old sign post in the Village is almost rusted through and has lost two arms, Callington and St Dominick. AONB Grant funding is available and he will ask Carolyn Wilkins to investigate this. Agenda for next meeting.

**Item 19. Items for the Next Agenda.**

- Telephone Kiosk – 2<sup>nd</sup> defibrillator
- Policy Reviews
- To discuss paying for the maintenance of the defibrillator at the Who'd have Thought It Inn.
- Memory tree at the Lay-by
- Advertisers in the Newsletter
- Toddler swing for Recreation Ground
- Sign Post funding
- GDPR
- Meeting start time
- Monitor the Litter Signs
- September agenda – Bus Shelter

**Item 20. Date of Next Meeting.**

The next meeting of St Dominic Parish Council will be held on Wednesday 4<sup>th</sup> July 2018 commencing at 7.30pm in St Dominic Parish Hall, St Dominic.

There being no further business the Chairman closed the meeting at 10.15pm.

Signed.....Dated.....

Chairman, St Dominic Parish Council

**Clerk's Contact: Mrs Linda Coles, The Firs, Lower Metherell, Callington, Cornwall PL17 8BJ**

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