



**DRAFT MINUTES – NOT RATIFIED UNTIL SIGNED BY THE CHAIRMAN**

**MINUTES OF THE 930<sup>TH</sup> MEETING OF BUDOCK PARISH COUNCIL HELD AT BUDOCK VILLAGE HALL  
ON MONDAY 25<sup>TH</sup> NOVEMBER 2019**

**PRESENT:** Cllrs Bastin, Bennett (Chairman), Bownas, Mrs Clark, Geraty, Hart, Hennell, and Heritage.

**IN ATTENDANCE:** Mrs L Iddon (Minute taker) and Simon Wagemaker (Persimmon).

Due to the Council currently being without a Clerk, the Minutes for this meeting were kindly taken by Lois Iddon.

**19-151 SAFETY PROCEDURES**

The Chairman explained the Safety Procedures.

**19-152 PUBLIC PARTICIPATION**

No one wished to speak.

**19-153 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

Apologies received from Councillor Palmer, work commitments..

**19-154 MEMBERS TO DECLARE ANY DISCLOSABLE PECUNIARY AND NON-REGISTERABLE INTERESTS AND ANY GIFTS OR HOSPITALITY OVER £25**

None were declared.

**19-155 TO CONSIDER REQUESTS FOR DISPENSATIONS FROM MEMBERS**

None were requested.

**19-156 TO RESOLVE TO CREATE AN UNPAID POST TO BE FILLED BY AN AGREED MEMBER OF THE COUNCIL WHO CAN LEGALLY ACT FOR BUDOCK PARISH COUNCIL**

Due to there currently being no Clerk to the Council it is necessary to appoint a member of the council to act legally on their behalf.

It was proposed by Cllr Bennett and seconded by Cllr Bastin and:-

**RESOLVED** that an unpaid post be created and Cllr Hart is appointed to that post.

On a vote being taken, and with Cllr Hart's agreement to fill this post, this was approved unanimously.

**19-157 CLERK VACANCY - TO RECEIVE A REPORT FROM THE STAFFING COMMITTEE**

Cllr Heritage as Chairman of the Staffing Committee gave an update on the current situation regarding the Clerk position. The Clerk has resigned since the last meeting and so the council will need to advertise the vacancy, and appoint a new Clerk as soon as possible. CALC have been giving help on this and advise waiting until after Christmas to advertise. They may be able to help with a temporary Clerk.

**19-158 VOTE OF THANKS AND TRIBUTE TO PETER FAIRBANK**

Cllr Fairbank has resigned from the council and the Chairman proposed the following tribute to him:-

*"We can't let Peter's resignation pass without saying something about a person who has given so much of his time and energy to this council.*

*Peter's knowledge and understanding, gained over many years, were invaluable. His particular talent lay in the detail, and time and again this was called upon. In more recent times his contributions both to the Neighbourhood Development Plan and the Community Governance Review documents are well recognised within this room and will not be forgotten.*

*We would like to offer our sincere thanks to Peter for his contributions to the work of this parish council. His abilities will be greatly missed, as will his company."*

It was proposed Cllr Hart and seconded by Cllr Hennell and :-

**RESOLVED** that the wording of this tribute be agreed.

On a vote being taken this was unanimously agreed..

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*(Note – Clerk's position currently vacant)*

**19-159 TO APPOINT A NEW VICE CHAIRMAN**

Due to Cllr Fairbank's resignation there is now a vacancy for a Vice Chairman.  
It was proposed by Cllr Bennett and seconded by Cllr Hennell and:-

**RESOLVED** that Cllr Hart.br appointed as Vice Chairman.

After ascertaining that Cllr Hart was willing to take on the post a vote was taken and this was unanimously agreed.

**19-160 TO RECEIVE AND APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON 28<sup>TH</sup> OCTOBER 2019 AND THE CHAIRMAN TO SIGN THEM**

It was noted that the October minutes were the 929<sup>th</sup> meeting.  
It was proposed by Cllr Bownas and seconded by Cllr Heritage and:-

**RESOLVED** that the minutes of the Council Meeting held on the 28<sup>th</sup> October 2019 are received and approved.

On a vote being taken this was approved with one abstention.

The Chairman then signed them, after amending the meeting number to the 929<sup>th</sup>.

**19-161 TO REPORT MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA (for information only)**

There were no matters arising.

**19-162 TO RECEIVE ANY POLICE UPDATES**

There was no Police information to report.

**19-163 TO RECEIVE A REPORT FROM THE CORNWALL COUNCIL DIVISIONAL MEMBER**

Cllr Bastin reported on the following:-

- Information given regarding rubbish and recycling collections over the Christmas and New Year period. Also trees under 6 feet can be put out with rubbish collections in the New Year.
- Cornwall Council (CC) is running a Survey regarding the Private Rental Sector – the final day for comment on this is the 3<sup>rd</sup> January.
- There is an initiative known as Pocket Parks to encourage the planting of trees on land owned by councils. Grants of variable amounts are available depending on whether the land is already designated as a park. Closing dates for applications is the end of December.
- CC is looking to set up a Community Resilience Network, there is money available to help set this up. Cllr Bastin will invite CC's Community Resilience Officer to a future parish council meeting.
- The current Police and Crime Commissioner is keen for each parish council to appoint an 'advocate' – someone who knows what is going on in the community. Cllr Geraty said he would possibly consider this, but would require more information on what is involved.
- The next Community Network meeting is scheduled for 28<sup>th</sup> January.
- An update was given on the most recent Community Governance Review panel meeting – this was the first of many panel meetings where suggestions and arguments will be put forward before a final decision is made. The next panel meeting is the 10<sup>th</sup> December.
- St Mewan parish council produce a quarterly newsletter – Cllr Bastin suggested this might be something Budock would consider doing in the future.

**19-164 TO RECEIVE A REPORT ON THE RECENT MEETING WITH BARRATT HOMES**

A report was given by Cllr Bennett. The Planning Working Group attended the meeting looking at the plans for further development in the Hillhead area. Due consideration has been given to the retention of mature trees and with regard to speed restrictions in the area. It is planned that the buildings will be timber framed and are being designed for 'long term occupancy', being easily converted to suit disabled living. Electric car charge points will be on site and the heating will be by gas. Solar panels will not be installed due to resale issues. It was thought to be a good presentation with all questions answered.

**19-165 TO RECEIVE A NEIGHBOURHOOD PLAN UPDATE**

Cllr Heritage gave the following update:-

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(Note – Clerk's position currently vacant)

- Now in a Pre-submission Consultation period and the draft policy can be seen on the website.
- Graphic design for the plan is currently being done by CC.
- Comments have been received suggesting extension of the settlement boundaries of both Budock and Lamanva; and to extend the 'green gap'.
- The Police have requested a 'Design Out Crime' Statement is made for all future development.
- All feedback from the consultation will go to the NDP Group and then to the parish council.

**19-166 THE CLIMATE AND ECOLOGICAL SITUATION – TO IDENTIFY A PORTFOLIO HOLDER OR ESTABLISH A WORKING GROUP**

This agenda item was deferred to the January meeting.

**19-167 ALLOTMENTS FOR THE PARISH – TO IDENTIFY A PORTFOLIO HOLDER OR ESTABLISH A WORKING GROUP**

Some information regarding current and future availability of plots has been obtained. This will be an agenda item at the January meeting by which time more information will be available.

**19-168 SPEED VISOR UPDATE – A REPORT FROM CLLR BENNETT**

Cllr Bennett plans to contact Esther Richmond (Community Liaison Officer) to try and get some further progress on this.

**19-169 TO RECEIVE CORRESPONDENCE AND AGREE RESPONSES AS APPROPRIATE – (for information only)**

The following correspondence received since the October meeting was received and noted:-

- Purdah Guidance
- 16 Days of Activism against Gender Based Violence
- Parliamentary Notice Of Election
- Community Network Panel Climate Change Working Group Meeting
- Community Road safety Forum
- Member of the Public Report of Tree Down
- Member of the Public Report of overgrown hedge obscuring streetlight
- CGR – Copy of letter to CGR Panel from Parishioner A
- CGR - Copy of letter to CGR Panel from Parishioner B
- Freedom of Information Request – Climate Change [*Noted that advice from CALC awaited on this*]
- Grant request from Treverva Village Hall
- Lowarth Gardens – new name proposed
- NALC Chief Executives Bulletin

**19-170 TO NOTE PLANNING DECISIONS RECEIVED FROM CORNWALL COUNCIL**

**PA19/07995 - APPROVED** Creation of parking space near to house and addition of a pedestrian gate to property – 5 Budock Rd, Union Park.

**19-171 TO CONSIDER PLANNING APPLICATIONS RECEIVED FROM CORNWALL COUNCIL**

***Budock Parish Council Planning Working Group studied the following applications prior to the meeting and their observations and suggested comments were put before the full council and discussed.***

**PA19/08081 - Eve Parc, Bickland - Reserved Matters approval for amended layout incorporating updated house types together with amended landscaping following outline approval PA12/10394 dated 16.05.14 for development of up to 300 dwellings, a local centre, public open space, landscaping, footpath and cycle links, sustainable drainage and associated infrastructure.**

It was proposed by Cllr Hennell and seconded by Cllr Hart and:-

**RESOLVED** that the following comment be submitted:- *“Budock Parish Council has no objections to the application. However, we support the fire brigade’s recommendation that 32mm water pipe be installed throughout the site and a sprinkler system be fitted to all properties of 2½ storeys, which are mainly social housing.*

*Budock Parish Council continues to have concerns about the emergency access point on Hillhead Road, and seeks assurance that a suitable barrier system will be put in place to prevent public use of this junction.*

*The public comment regarding flooding: we support this concern and request that this issue be resolved as part of this application”.*

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*(Note – Clerk’s position currently vacant)*

On a vote being taken this was agreed with one abstention.

**PA19/08900 & PA19/08902, - 4, 5 And 6 Trewen Road - Replacement of windows with heritage slimline double-glazed units with applied glazing bars as the original profile + Listed Building Consent for the above - Coastline Housing.**

It was proposed by Cllr Geraty and seconded by Cllr Bownas and:-

**RESOLVED** that the following comment be submitted for both these applications:- *“Budock Parish Council, as a climate conscious council strongly supports this application on the grounds that the replacement joinery visually matches what it is replacing.*

*The subsequent reduction of heat loss and energy consumption are important factors in today’s government-led initiatives.*

*The benefit to the tenants, both in terms of financial and welfare improvements, should be considered.*

*The application meets the aims of the emerging Neighbourhood Development Plan to improve the quality of energy performance.”*

On a vote being taken this was agreed with one abstention.

**PA19/09108 – Trehane, Budock Water - Change of use of summer house to holiday let.**

It was proposed by Cllr Hart and seconded by Cllr Heritage and:-

**RESOLVED** that the following comment be submitted:- *“Budock Parish Council vehemently oppose this application, and draw attention to the following decision, Notice 4, 17/01931:- **The building hereby permitted shall be used for accommodation ancillary to the enjoyment of the dwelling house as such known as Trehane, Budock Water, only, and shall not be used at any time as a separate residential unit of accommodation. Reason To accord with development plan and government planning policies under which a separate unit of accommodation would not normally be permitted on the site because it is outside any settlement in the open countryside and in the interests of the residential amenities of the occupiers of nearby properties in accordance with the aims and intentions of paragraphs 17 and 55 of the National Planning Policy Framework 2012.”***

*Budock Parish Council believes that the reason given at Condition 4 is still valid and should remain in force.*

*Furthermore, notice should be taken of the building’s remoteness from the main house “Trehane” and its close proximity to its neighbouring properties. This is a major consideration in view of the potential loss of enjoyment which the owners of these properties would experience, including noise and light pollution and vehicle movements at unsociable hours, which should all be acknowledged.*

*Finally, we question the motive for this application in view of the short duration of time since the original approval was granted.”*

On a vote being taken this was agreed with one abstention and one vote against.

*Simon Wagemaker left the meeting at 8.22pm.*

**PA19/09327 – Chyvounder, Crill Corner, Trewen Rd, Budock Water - Proposal the installation of new windows to side elevations - new patio doors to rear - removal of chimneys - 2 roof lights into the roof**

It was proposed by Cllr Heritage and seconded by Cllr Geraty and:-

**RESOLVED** that the following comment be submitted:- *“Budock Parish Council supports this application”.*

On a vote being taken this was agreed with one abstention.

**PA18/09307 – Tregedna Farm, Maenporth - Modification of planning obligation dated 29.01.2002 relating to decision 98/00617/F to allow removal of Clause 5 of the Third Schedule of the S.106 Agreement which restricts the ability to dispose of any single part of the entire farm, except as a whole.**

This application had already been decided so no further discussion was needed.

*Cllr Bownas declared a late interest in the next agenda item and left the meeting.*

**19-172 TO APPROVE THE NEW NAME PROPOSED BY CORNWALL COUNCIL ADDRESS MANAGEMENT OF 'LOWARTH GARDENS' FOR THE DEVELOPMENT AT THE CRILL MANOR SITE (LOWARTH BEING CORNISH FOR CRILL)**

It was noted that Lowarth is in fact Cornish for garden.

It was proposed by Cllr Hennell and seconded by Cllr Hart and:-

**RESOLVED** that Budock Parish Council have no further comments on this.

On a vote being taken this was agreed with one abstention.

*Cllr Bownas returned to the meeting.*

**19-173 REPORTS FROM COMMITTEES AND REPRESENTATIVES**

- i. **Footpaths & Rights of Way** – Cllr Bastin reported that there have been some flooding issues on the path across Poolfield – he has spoken with Highways and Taylor Wimpey concerning this.
- ii. **Budock Village Hall** – A successful Feast Night was recently held at which a small profit was made.
- iii. **Treverva Village Hall** – Nothing to report.
- iv. **Playing Field** – AGM taking place on the 28<sup>th</sup> November and the Christmas Light Switch-On and associated activities take place on the 1<sup>st</sup> December. On 7<sup>th</sup> December there is a Craft Fayre in the Trelowarren Arms and a 'Budock Bash' Dinner & Dance is planned for 1<sup>st</sup> February at Penmorvah Manor. [Cllr Geraty was asked to remind the Playing Field Committee that the parish council require a copy of their accounts).
- v. **Community Speed Watch** – This is in abeyance until the end of the winter due to the inclement weather and also the lack of any feedback from the co-ordinator.

**19-174 TO RECEIVE STATEMENTS OF PAYMENTS AND RECEIPTS SINCE THE LAST MEETING AND BANK RECONCILIATIONS FOR OCTOBER**

These were received.

**19-175 TO APPROVE THE PAYMENT OF ACCOUNTS FOR THE MONTH OF NOVEMBER**

It was proposed by Cllr Hennell and seconded by Cllr Geraty and:-

**RESOLVED** that accounts totalling **£2,801.53** for the month of November are approved for payment.

On a vote being taken this was unanimously agreed.

**19-176 TO ADOPT NEW FINANCIAL REGULATIONS**

It was proposed by Cllr Hennell and seconded by Cllr Heritage and:-

**RESOLVED** that the updated Financial Regulations are adopted.

On a vote being taken this was unanimously agreed.

**19-177 TO CONSIDER A GRANT REQUEST OF £362.00 FROM TREVERVA VILLAGE HALL TO COVER INSURANCE COSTS**

Cllr Hennell explained the reason behind this grant request – the hall has been revalued which has resulted in a very large increase in the annual Insurance premium.

It was proposed by Cllr Hart and seconded by Cllr Heritage and:-

**RESOLVED** that a Section 133 Grant of £362 is made to Treverva Village Hall to cover their increased Insurance costs.

On a vote being taken this was agreed with two abstentions.

**19-178 HMRC CREDIT ERROR OCCURRING FROM DECEMBER 2013 – UPDATE FROM CLLR HART**

Cllr Hart reported that he had no further information on this but would be following it up.

**19-179 TO CONSIDER THE BUDGET SETTING FOR 2020-2021 – DISCUSS/AGREE**

Cllrs Bennett and Hart explained how the proposed Budget figures had been reached. There will be a minimal increase from last year's precept.

It was proposed by Cllr Hennell and seconded by Cllr Heritage and:-

**RESOLVED** that the precept for 2020/2021 be set at £21,990.

On a vote being taken this was unanimously agreed.

Cllr Hart was thanked for his help with this.

**19-180 WEBSITE REGULATIONS COMPLIANCE WORK TO BE COMPLETED BY SEPTEMBER 2020 – DISCUSS/AGREE**

More information is to found out on this before it is again discussed as an agenda item.

**19-181 MS SOCIETY GRANT REQUEST – DECISION**

No grant request had been found – this will be looked into.

**19-182 PREVIOUS DEFIBRILATOR CABINET DISPOSAL – AGREE A RE-USE DESTINATION**

Cllr Bennett has spoken to CoastMedic and if the council are in agreement they will take the previous cabinet and re-use it at a suitable location.

It was proposed by Cllr Geraty and seconded by Cllr Hennell and:-

**RESOLVED** that the previous defibrillator cabinet be donated to CoastMedic.

On a vote being taken this was unanimously agreed.

**19-183 VE DAY CELEBRATIONS 2020 – DISCUSS/AGREE**

This agenda item to be deferred to the January meeting, by which time Budock Carnival Committee will have been asked for their thoughts.

**19-184 COUNCILLORS' AND CLERK'S ITEMS - including Agenda items for next meeting.**

The Chairman reported Cllr Mrs Clark has tendered her resignation from the parish council.

Items to be included in the agenda for the next meeting are:-

- The appointing of a council representative for the Budock Village Hall Management Committee
- The Climate and Ecological Situation – appointment of Portfolio Holder or setting up of a Working Group.
- Further discussion on allotments for the parish.
- VE Day celebrations – 2020
- Follow up on HMRC Credit Error, Website Regulations Compliance and MS Grant if further information has been obtained.

**19-185 DATE AND TIME OF NEXT MEETING**

The next scheduled meeting will be held on Monday 27<sup>th</sup> January 2020 in Budock Village Hall commencing at 7.30pm.

**There being no further business the meeting closed at 9.12 pm.**