

## MINUTES OF ORDINARY MEETING OF POUNDSTOCK PARISH COUNCIL ON TUESDAY 25 SEPTEMBER 2018

An Ordinary Meeting of Poundstock Parish Council was held in Bangors Methodist Hall on Tuesday 25 September 2018 at 7.30 p.m. Councillors present were Stephen Pawley, Alison Rowland, Brenda Alison, Kerensa Cobbledick, Colin Gilbert, Pamela Idelson, Alistair Rowland, Fred Ward and the Clerk Mrs. Lynn Pluess.

Apologies for absence: **157/18**  
Apologies were received and accepted from Cllr. Brian Furse, Cllr. Kirsty Philpott and Cllr. Alison Rowland.

2. To receive Declaration of Interest and Dispensations: **158/18**  
(a) Items on the agenda – None.  
(b) Gifts over £25.00 – None.  
(c) Dispensations – None.

3. Public Participation - Matters raised by Members of the Public on an agenda item: None. **159/18**

4. Minutes of the previous meetings: **160/18**  
Cllr. Brenda Alison put forward the following amendment to 148/18 Cemetery & Closed Churchyard Report to read 'Lead Member Cllr. Brenda Alison asked the contractor to meet on site to clarify the maintenance plan and was pleased to report the objective has mainly been achieved', proposed Cllr. Fred Ward, seconded Alistair Rowland, **unanimous**. It was then **resolved** to approve the minutes of the last Ordinary Meeting held on 4 September 2018 with the amendment, proposed Colin Gilbert seconded Cllr. Pamela Idelson, **unanimous**.

5. Reports:  
County Councillor's Report: No report. **161/18**

Chairman's Report:  
The Chairman asked Councillors to activate and use the gov.uk email addresses solely from 1<sup>st</sup> October 2018 for all Council business. An updated Councillors Contact page of the Induction Pack will be sent to members. On a matter of procedure any training course not immediately part of a lead members role will need to be brought to the Council for prior approval before an application is made in view of the expenditure involved for complete transparency. The Chairman asked if any Councillor is unclear of any issues or matters raised or being discussed that they ask for clarification at the time.

Clerk's Report: None.

6.1 Planning Decisions given by Cornwall Council: **162/18**

31.08.2018 PA18/06801 APPROVED Applicant: Mr And Mrs Harper Location: 2 Bramble Close Widemouth Bay Bude EX23 0PJ Proposal: Proposed alterations and extension Parish: Poundstock.  
03.09.2018 PA18/06519 APPROVED Applicant: Mr & Mrs White Page 25 of 44 Location: Creathorne Bungalow A39 Between Helebridge Road And Boxs Shop Poundstock Bude Cornwall Proposal: Proposed replacement dwelling, detached garage and small extensions to temporary static caravan (resubmission of PA18/01279) Parish: Poundstock.  
07.09.2018 PA18/06741 APPROVED Applicant: Mrs S Jose Location: Brooklyn Helscott Road Marhamchurch Bude Cornwall Proposal: Alterations together with conversion of the loft and construction of an extension at first floor level. Parish: Poundstock

6.2 Planning Applications:  
PA18/06919 Poundstock (Poundstock Electoral Division) Swelle Piggery A39 Between Boxs Shop and Treskinnick Cross Poundstock Bude EX23 0DW Cattle shed for housing livestock. - Mr Michael Spry - PA18/06919 (Case Officer - Emily Jones) Following consideration of the plans and discussions Cllr. Kerensa Cobbledick proposed Cllr. Brenda Alison seconded and it was **resolved** to recommend approval, **unanimous**.  
PA18/02391PREAPP Poundstock (Poundstock Electoral Division) Land North Of Dolphin House Poundstock Bude Cornwall EX23 0AU Pre-application advice for 2no dwellings - Mr Trevor Perry - PA18/02391/PREAPP (Case Officer - Hilary Gooch). No comments were made.

7. Council's Representatives to Outside Bodies: **163/18**

Chairman's Signature.....

Dated.....

(a) Gildhouse Management Committee Meeting – The Chairman gave a report of the meeting where the dripping tap in the cemetery was brought to his attention. When work was carried out on the lych gate the coffin rest was moved 200mm (8") to allow wheelchair access alongside which has left the pathway between the entrance and the highway in need of attention which was considered to be outside the remit of the Council as it is part of the fabric of the churchyard. Dog fouling in the vicinity of the churchyard is a problem. The Chairman was able to advise the Gildhouse Committee that the Dog Warden will be putting up notices to discourage dog fouling and encourage responsible pet owners to remove feces.

8. Portfolio Reports:

**164/18**

(a) Cemetery and Closed Churchyard: Lead Member Cllr. Brenda Alison stated the conservation/ecological objective of the new maintenance plan had not been achieved due to adverse weather conditions. The cemetery tap needs attention to stop a water leak and the cemetery entrance gates covered in moss require cleaning and treating to improve appearance and general condition. Awaiting a meeting date to be arranged with the Parochial Church Council. It was **resolved** to repair the Cemetery tap, Cllr. Brenda Alison proposed Cllr. Fred Ward seconded, **unanimous**. It was further **resolved** to get an estimate of cost to clean and re-treat the cemetery gates, proposed Cllr. Brenda Alison seconded Cllr. Pamela Idelson, **unanimous**.

(b) Emergency Procedure: The Chairman gave the report from Lead Member Kirsty Philpott who has prepared the First Draft Emergency of the Poundstock Parish Council Community Emergency Plan previously circulated to members by email and requested members review the document, email any comments direct to [kirsty.philpott@poundstock-pc.gov.uk](mailto:kirsty.philpott@poundstock-pc.gov.uk) copied to [clerk@poundstock-pc.gov.uk](mailto:clerk@poundstock-pc.gov.uk) for consideration at the next meeting.

(c) Footpaths: No report.

(d) Highways: Lead member Cllr. Kerensa Cobbledick attended the Bude Area Network Highway Budget Meeting on 21 September 2018 at the Tourist Information Centre along with Cllr. Fred Ward and the Clerk. She addressed the meeting in support of the Bangors Road Safety EOI (Expression of Interest) to safeguard the school children crossing the A39, all Councils and Officers at the meeting gave their support unanimously to this problem considering it to be a matter of priority. In the meantime, Oliver Jones will continue trying to get speed restrictions through Bangors and will be looking into gateway signage. Seven mobile flashing speed restriction devices available through Cornwall Council are to be used across the network on a temporary basis as and when required, on posts to be installed in permanent positions by Cornwall Council. The Widemouth Bay Parking EOI was one of the schemes that could be progressed further, Oliver Jones will be putting forward a design for further consultation.

(e) Planning: Lead Member Chairman Stephen Pawley gave his report. In conversation with the Bazeley Partnership commissioned to carry out reserved matters design for a site in Edith Walk, Widemouth Bay he reiterated matters previously raised by the Council. In an attempt to ease the way between Developers, Cornwall Council Planning and Development, Town and Parish Councils a formal structure has been set up to encourage dialogue at the pre-application advice stage by Cornwall Council. For clarity he suggested the Council give some consideration to protocol in order to engage in pre-application discussions. The Model Approach to Pre-Application Discussions and Protocol for Local Council, Cornwall Council and Developers working together on pre-applications is to be circulated to members for consideration at the next meeting. **Clerk to action.**

(f) Public Toilets: Lead Member Cllr. Colin Gilbert reported the plastic edging around the hand washers is being tidied.

9. Working Group Reports:

**165/18**

(a) Parish Hall & New Community Building – Chairman Cllr. Stephen Pawley reported the Working Group has not held a meeting recently. Lengthy discussions were held on exploring an offer of the possibility of a joint development with Cornwall Rural Housing Association (CRHA) on land behind Buttercup Field for a new Village Hall alongside phase two of its housing development, following which it was resolved meet with Cornwall Rural Housing Association (CHRA) to discuss this possibility further, proposed by Cllr. Brenda Alison, seconded Cllr. Fred Ward, **unanimous**.

(b) Neighbourhood Development Plan – No report.

10. Correspondence:

**166/18**

(a) Cornwall Council request for information regarding public toilets in Widemouth Bay operated under the Tenancy at Will arrangement to ascertain public facilities are subject to an ongoing programme of testing to ensure statutory compliance namely; electrical fixed wire test; water hygiene; asbestos management and general maintenance. Pending.

11. Agenda Items:

**167/18**

11.1 Public Toilets Winter Cleaning Schedule – The document previously circulated was reviewed, it was noted Widemouth

Chairman's Signature.....

Dated.....

Bay Café has agreed to clean and re-stock supplies for the disabled toilet throughout the winter period (01/10/2018 to 31/03/2019). Following consideration of the documents it was **resolved** to accept the tender received from T.J. Cleaning for the winter period of £430.00 pcm to clean the toilets over weekends and school holidays, proposed Cllr. Pamela Idelson, seconded Cllr. Colin Gilbert, **unanimous**.

11.2 Standing Orders – Following discussion it was **resolved** the draft minutes are made available for Councillors and general public as soon as possible after a meeting of the Parish Council, proposed Cllr. Brenda Alison, seconded Cllr. Pamela Idelson. **(6-1)** Cllr. Kerensa Cobbleddick abstained.

11.3 Ownership of the Parish Hall and the status of the car park restrictive covenant were discussed. Cllr. Alison Rowland arrived at the meeting. It was **resolved** to seek legal advise on both matters raised, proposed Fred Ward, seconded Cllr. Alistair Rowland, **unanimous**.

12. Finance:

**168/18**

12.1 Quarterly Financial Statement: Following discussion it was **resolved** to produce the quarterly financial statement the month following the quarter, proposed Cllr. Stephen Pawley, seconded Cllr. Pamela Idelson, **unanimous**.

12.2 Balances: 21 August 2018:

Statement Date:	Account:	Amount:
21 August 2018	Current Account	£142,663.24
21 August 2018	Savings Account	£80,476.35
	<b>Total Amount</b>	<b>£229,304.99</b>

12.2 Income duly noted:

Cr. No.	Payment from:	Description:	Amount:
Over Counter	Parishioner	Donation towards costs of public toilets	£50.00
BACS	Groundwork UK	NDP Funding	£1,000.00
		<b>Total Income</b>	<b>£1,050.00</b>

12.3 Expenditure duly noted:

It was **resolved** to authorise payment of accounts outstanding as tabled, proposed Cllr. Kerensa Cobbleddick seconded Cllr. Pamela Idelson, carried **unanimously**.

No.	Payment to:	Description:	Amount:
101075	Bay Plumbing	Replacement of three Wallgates (Inv.1587) Balance	£502.00
101076	Underwood Wright	Valuation Report – Poundstock Parish Hall	£420.00
101077	Poundstock PCC	Contribution to Shared Car Park Rental	£73.33
101078	T.J. Davies	Public Toilets Clearing Blockages June	£360.00
101079	T.J. Davies	Public Toilets Clearing Blockages & Batteries July	£700.00
101080	T.J. Davies	Public Toilets Clearing Blockages & Batteries August	£1,030.00
101081	T.J. Davies	Cleaning Public Toilets 01 Sep – 30 Sep 2018	£1,100.00
101082	South West Water	Burial Ground Services 06 Jun - 30 Aug 2018	£14.31
101083	EDF Energy	Parish Hall Supply	£157.68
101084	Mrs. Lynn Pluess	Wage Month 6	£733.50
101085	HMRC	PAYE/NIC Month 6	£9.24
		<b>Total Expenditure</b>	<b>£5,100.06</b>

13. To note items for Agenda:

**169/18**

Review of Cemetery Charges and Conditions. Review of Financial Regulations and signatories for on-line banking. Pre-Application Protocol. NDP Privacy Statement.

Chairman's Signature.....

Dated.....

14. Date of next meeting:

**170/18**

The date of the next Ordinary Meeting of Poundstock Parish Council on Tuesday 30 October 2018.

15. Meeting Closed:

**171/18**

The meeting was closed at 21:30.