

Forrabury & Minster Parish Council



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Virtual Meeting held on the Zoom platform at 7pm on the above date

The 2020 Regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May 2021. The 2020 Regulations apply to local council meetings, committee and sub-committee meetings in England.

Present Cllr Hockin, Cllr Edwards*, Cllr Simmonds, Cllr Brewer*, Cllr Edwards-Symons, Cllr Bright, Cllr Rodda, CCllr Jordan

*During the meeting Cllr Brewer and Edwards had technical issues and dropped in and out of the meeting.

11.01 Apologies – Cllr Munden and Cllr Ferrett

Arthur Bannister – The council held a minutes silence in memory of Arthur.

Arthur died of pancreatic cancer on 7th January. The clerk sent a sympathy card and the chair sent a letter on the councils behalf to his wife Shirley and their family. Cllr Simmond proposed the council contribute £500 towards the fund raising of the WI for a defibrillator for outside the doctors surgery. Seconded by Cllr Rodda. All in favour.

- Arthur was a member of the Sewage Liaison Group, along with Graham King, John Maughan, Peter Steege and others. This was formed in 1999 to stop South West Water from discharging raw sewage near the harbour entrance.
- They subsequently 'battled' with South West Water to upgrade their proposed works from primary treatment only. They fought off South West Water's strong preference for a sewage treatment works at Tresuck.
- In 1999 Arthur was elected to FMPC
- In 2004 he became vice-chairman - George Findlay was chair; they both worked unstintingly in the aftermath of the flood later that year.
- In Spring 2006 Arthur became chairman. He worked hard for the community and I am told conducted meetings in a calm and dignified manner.
- In Autumn 2008 Arthur resigned from the parish council. These were difficult times, feelings were running very high about the location of the sewage treatment works.
- Arthur has been a valued member of the Blowhole Team for the past 24 years. The Blowhole is making a £500 donation in his memory to the WI's fundraising for a defibrillator for the top of the village.
- Arthur was cremated On 27th January, in a quiet ceremony as was his wish, attended by his two sons.

11.02 Declarations of Interest – None

11.03 Public Participation - four member of the public present.

11.04a Planning - To consider planning applications received

Application	PA21/00127
Proposal	Listed building application to replace the bathroom sash window with a hardwood sash window
Location	Frogapits, Old Road, Boscastle
Applicant	Mr Robert Soar

Cllr Simmonds proposed the council support this application. Seconded by Cllr Rodda. All in favour.

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11.05b To consider other planning applications received by time of meeting

None received

11.06 Minutes

Minutes of the meeting held on 14th January 2021 – Cllr Simmonds proposed the minutes be accepted as a true record. Seconded by Cllr Edwards-Symons. All in favour. Cllr Bright & Rodda abstained not at meeting.

Minutes of the meeting held on 28th January 2021 – Cllr Simmonds proposed the minutes be accepted as a true record. Seconded by Cllr Rodda. All in favour.

11.07 Matters to Report (only) from previous meetings minutes – nothing raised

11.08 Items from previous meeting

Covid-19 – Cllr Hockin had spoken with the doctor's surgery with regard to utilising the CIC Community mini bus to transport people who needed it to their vaccination appointments. The CIC have been approached by other parishes for the use of the bus hence it will potentially have a wider use. Cllr Simmonds asked councillors to consider (seeds of ideas) community events the Parish Council could support as and when we all come out of lockdown/ covid-19 restrictions.

Neighbourhood Development Plan – Cllr Simmonds reported

- Nikki Collings has resigned from the committee yesterday due to her work commitments in the NHS having increased significantly over recent months. She joined the team exactly a year ago today and played a key role in securing us our £9K grant from the Ministry of Housing, Communities and Local Government. She has been a valuable member of the team and we shall miss her. Cllr Simmonds proposed the council send her a letter of thanks for her work on the Neighbourhood Plan Committee. Seconded by Cllr Bright. All in favour.
- The NDP team continues to meet weekly by Zoom and there are also other midweek meetings on particular topics. The Transport and Infrastructure Work Group met on 15th January, chaired by Peter Donohue. A report has been produced which is now being reviewed by the attendees.
- The Environmental Work Group is due to meet next week, chaired by Clare Fitzgibbon
- Michelle Nicholls has taken over our Engagement of Young People work (the under 36 age group) and those of you who use social media will see she has been very active. She has succeeded in raising awareness in this age group. She and her partner Tim have messaged 32 people in the age group to ask them a series of questions based around 'How to keep a younger generation around?' The questions cover housing, jobs, transport and leisure. As of last Friday they had 8 responses and a further 6 promises.
- We have produced a comprehensive project plan taking us to the adoption of the planning policies. We aim to finalise the draft plan for Parish Council review this May and to go to a 6 week formal public consultation starting mid June. The referendum is planned to take place in February next year.

NDP Village Character Assessment Documents

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- The purpose of a Village Character Assessment is to identify and describe the areas of the village that are distinctly different from one another and to draw up planning guidelines to help form policies to protect and promote what is good about them.
- The Village Character Assessments (VCAs) identify Boscastle's key historical features and consider both the built and natural environment. Together these form the special character of the area.
- We are now asking the residents, local organisations, local businesses, Cornwall Council and local planning agents for their views on these assessments. We are also asking for views the 'settlement edge' assessment which looks at potential areas for development so that appropriate local policies can be used to control this.
- All the VCAs can be viewed on the NDP website (www.boscastle-ndp.uk). There will be a short questionnaire available for residents to give their views on the draft planning guidelines.
- The assessments can be viewed, downloaded, and printed from the NDP website. For those without internet access, we can arrange hard copies to them. They just give the Helpline number a call to arrange this (07939 971597).
- The consultation period starts on the 19th March with the delivery of the Spring Blowhole. At the same time, launch leaflets will be delivered to those addresses in the parish which do not receive the Blowhole.
- There will be coordinated action on social media to support the launch.
- The assessments were conducted by an independent planning consultant with extensive experience in this field and are not necessarily the views of the committee.

Dog Warden – Cllr Simmonds proposed the council purchase 5 poster ("we are watching you"). Seconded by Cllr Edwards-Symons. All in favour. The advert for a volunteer dog warden was agreed and will be put on the website, facebook and in the blowhole.

Grass cutting – The clerk reported he had had two requests for the tender documents for 2021

Camelford community network – Next meeting on 23rd February.

CIC/BCTC – Cllr Hockin reported other parishes have expressed an interest in the Community Mini Bus for transport to Covid-19 Vaccinations. It was asked if this facility was made widely known through the Community Network meeting. The Boscastle Community Interest Company have made a claim to Cornwall Council for funding during due to the current pandemic restrictions. The Boscastle Chamber of Trade and Commerce at their Annual General Meeting are considering investigating electric charging points in the Council Car park.

Playground – Cllr Hockin reported he had been keeping an eye on it and all looked okay. The clerk reported the annual inspection would be done in April.

Castle Site – Cllr Rodda reported there is an option he is looking into regarding funding for planting. The wooden seat of the concrete bench needs replacing and he would seek a quote and asked councillors to consider additional benches near the river. The Clerk had received a quote re maintenance of the Castle site for 2021. Cllr Rodda proposed the quote be accepted. Seconded by Cllr Simmonds. 4 in favour 1 against (the views of Cllr Brewer and Edwards was unclear). Resolved.

Car Park – Cllr Hockin advised the council of three quotes from the same contractor for three different finishes to the Motorcycle parking area. He would liaise with Cornwall Council Community Network officer re the best way forward.

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Community Centre Extension – Cllr Simmonds reported the application for a Community Infrastructure Levy grant had been refused as the application was not consider a low Carbon initiative. Alternative ways to fund the project now need to be sought.

Empty Properties – nothing to report.

Bus Shelter – Cllr Hockin asked if all councillors had seen the photo for the back panels which was circulated. The council discussed the merits of Landscape or Portrait images. Cllr Hocking agreed to ask the photographer to the next meeting for their expert advice. Cllrs Bright and Edwards had removed the old poster and cleaned the shelter. Quotes are awaited for replacing some of the perspex panels and for painting the shelter. The council agreed these should be discussed at a future meeting in closed session.

Council/Town/Parish and Commissioner Elections – with the up and coming elections due in May 2021 the clerks was asked to produce draft a document for the website and blowhole to promote interest from individuals to stand for election.

Standing Orders – Time in advance of as meeting for a motion –The clerk advised items/motion for the agenda need to be with the clerk by the Wednesday before the regular monthly meeting which is held on the second Thursday of each month. Consequently 8 clear days' notice before a meeting is required for an item/motion to be included in the agenda.

Website – Cllr Simmonds proposed the council move this item to next meeting due to time constraints. Seconded by Cllr Edwards-Symons. All in favour.

11.09 Items since last meeting - none

11.10 Correspondence – the clerk outlined the significant items of correspondence received, all of which had been copied to councillors.

11.11 Planning Decisions: as listed

11.12 Reports

Cornwall Councillors Report – CCllr Jordan reported St Nectans Clen had made an application for a drinks licence. Which may have an impact on the parking problems at Thrthevy.

Chairmans report – Nothing further to report.

Parish Clerk report – nothing further to report.

11.13 Finance

<u>Category</u>	<u>Sub category</u>	<u>Amount</u>	<u>For</u>
Administration	Salary	£1061.01	Salary (Jan)
Administration	Expenses	£31.74	Expenses (Jan)
Open Spaces	Litter	£244.16	PC Litter (Feb)
Administration	Expenses	£5.60	Expenses (Feb)
Administration	Comm Centre hire 2020	£10.00	Hall Hire
Administration	NDP	£5400.00	Character Assessments

Cllr Rodda proposed that the council approve the amounts as listed for payment. Seconded by Cllr Simmonds. All in favour.

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Future Budgeting – Cllr Hocking proposed the council move this item to next meeting due to time constraints. Seconded by Cllr Bright. All in favour

11.15 Agenda items for next meeting

- Covid-19
- Neighbourhood Development Plan
- Dog Warden
- Grass cutting
- Camelford community network
- CIC/BCTC update
- Playground
- Castle Site
- Car Park
- Bus Shelter
- Council/Town/Parish and Commissioner Elections
- Website
- Future Budgeting
- Annual Parish Meeting
- Bottreaux Rise Wall

With no further business the Chairman closed the meeting at 21.43pm

Date of next monthly meeting Thursday 11th March 2021 via the Zoom platform