

Forrabury & Minster Parish Council



Minutes : 11th March 2021

Page 1 of 4

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 Ferrett, Cllr Edwards, Cllr Simmonds, Cllr Brewer, Cllr Edwards-Symons, Cllr Bright, Cllr Rodda, CCllr Jordan

13.01 Apologies – Cllr Munden

13.02 Declarations of Interest – Cllr Edwards-Symons declared and interest in planning application PA21/00194

13.03 Public Participation - four member of the public present.

13.04a Planning - To consider planning applications received

Clerk muted Cllr Edwards-Symons

Application	PA21/00194
Proposal	Proposed extension to provide a residential annex
Location	Arden Green Lane Boscastle PL35 0DP
Applicant	Mr And Mrs Stephen Jose

Cllr Simmonds proposed the council support this application. Seconded by Cllr Edwards. All in favour.
Cllr Edwards-Symons re-joined the meeting

13.05b To consider other planning applications received by time of meeting

Cllr Simmonds proposed this application be held over and considered at a meeting following the Annual Parish Meeting on Thursday 25th March. Seconded by Cllr Edwards-Symons. All in favour.

Application	PA21/01709
Proposal	Erection of extension, together with associated works
Location	Treauban, Paradise Road, Boscastle, PL35 0BL
Applicant	Roger and Deborah Packman

13.06 Minutes

Minutes of the meeting held on 11th February 2021 – Cllr Simmonds proposed the minutes be accepted as a true record. Seconded by Cllr Ferrett. All in favour. Cllr Edwards-Symons abstained not read minutes.

Minutes of the meeting held on 25th February 2021 – Cllr Simmonds proposed the minutes be accepted as a true record. Seconded by Cllr Edwards-Symons. All in favour.

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

13.08 Items from previous meeting

Covid-19 – Cllr Hockin reported he believed the community bus has been used to transport people for vaccination and anticipates further use as second vaccination dates approach.

Neighbourhood Development Plan – Sally Dickenson NDP Committee Chair reported

Preparations continuing for the VCA public consultation period, which runs for 3 weeks, from 19th March to 9th April. Some amendments have been made to the wording of the documents following the detailed

Adrian Prescott (Clerk)

Forrabury & Minster Parish Council



Minutes : 11th March 2021

Page 2 of 4

feedback from Cllr Edwards-Symons. The launch article has been submitted to the Blowhole and the wording of the leaflet for those outside the Blowhole distribution area has been approved. A press release has also been drafted and will be submitted to the councillors before being distributed.

In addition to the public consultation, Cornwall Council, the National Trust, local businesses, the Chamber of Commerce and local planning agents will be asked for their views.

We are delighted to welcome Michelle Nicholls as a member of the Coordination Committee. We can also report that Mark Dolan has resigned from the committee due to other commitments. We would like to thank Mark for his work on the Committee and his continuing work on our website.

Clerk asked to send a copy of the original reporting template to NDP committee. The council would also formally thanks Mark Dolan for his contribution to the project.

Dog Warden – The agreement from the last meeting to purchase posters “we are watching you” from Cornwall Council had significant strings attached and could not be justified. Cllr Hocking has a number of posters of dogs worrying livestock. One person has shown an interest in being a dog warden. Cllr Bright proposed the council ask The National Trust if they had any dog fouling signs. Seconded by Cllr Edwards-Symons. All in favour.

Grass cutting – Cllr Hockin proposed the discussion re tenders be consider in the closed section of meeting due to their sensitive nature. Seconded by Cllr Simmonds. All in favour.

Camelford community network – Cllr Simmonds reported from the meeting held on 23rd February 2021.

Police update from East Cornwall Local Policing Area Commander. Police using COVID specific cars for responses to alleged lockdown breaches. The number of penalty notices issued is increasing. A rise in drug and knife seizures are evidence of successful proactive policing. A 20% increase in violence without injury from 102 to 123 is mainly attributable to malicious communications involving phones and social media. It is intended to set up a Community Speed Watch scheme in Boscastle.

The 2021 Census is due to take place on 21st March and is the first which may be completed online. Those not completing on time will receive a letter, followed up by a doorstep visit reminder

Progress continues on the A39 (Camelford Bypass). Plans are being made for the Camelford area after the bypass is completed in 2024 and we may wish to consider the potential impact on the Camelford Station/Slaughterbridge area of our parish.

Cornwall Council are working with Sustrans to develop plans on the ‘North Cornwall Trail’ to provide a cycle path between Camelford Station and Delabole, a distance of 6km at a cost of £6M.

Cornwall Council’s Senior Economic Growth Officer reported on the economic impact of Covid on businesses and jobs in Cornwall and the funding and support provided by the Council.

Next meeting on 22nd June with a new committee

CIC/BCTC – A number of social media courses are being set up for their members and the Parish Council clerk is invited to participate.

Playground –The clerk reported the annual inspection would be done in April.

Castle Site – Cllr Rodda reported he had two quotes one for the repair of an existing bench and the other to install two additional benches. The council discussed the first quote for repairs and Cllr Simmonds proposed the council have the bench repaired for £176. Seconded by Cllr Edwards-Symons. 5 in favour 3 abstained. Resolved. It was agreed to consider the installation of additional benches when current pandemic restrictions permit a site visit. Cllr Rodda had begun arranging for wildflower seeds to be sown on the site, if the council did not want to fund the cost (approx. £80) then he would. The Council was concerned at the way this was being done i.e. outside the knowledge of the council. Cllr Simmonds proposed to sow the seeds providing there was no Corn Marigold in the mix. Seconded by Cllr Edwards-Symons. 3 in favour 5 against.

Adrian Prescott (Clerk)

Forrabury & Minster Parish Council



Minutes : 11th March 2021

Page 3 of 4

Cllr Bright proposed the council meet on site when permitted to decide where to sow the seeds. Seconded by Cllr Edwards-Symons.

Car Park – Cllr Bright reported the gates to the grass car park area are in a bad condition and Cllr Edwards-Symons reported the planting was overgrown and encroaching on vehicle routes. CCllr Jordan agreed to raise this with car park manager.

Bus Shelter – See closed session below

Council/Town/Parish and Commissioner Elections – The election packs for councillors are due to be sent to clerks soon for onward distribution.

Website – Clerk had sent email from Mark Dolan of example websites to all councillors. Clerk asked to invite Mark Dolan to a face to face meeting when permitted to explain what is on offer. Ross Yates suggested the councillors consider the purpose and key features they would like on a website.

Future Budgetting – Clerk was asked to include NDP funds in the monthly bank reconciliation spreadsheet. Annual Parish Meeting – Scheduled for 25th March virtually on the zoom platform at 7pm. Clerk asked to distribute list of organisations invited.

Bottreaux Rise Wall – The recent application was for the discharge of a condition which the planners refused and have requested a full planning application.

13.09 Items since last meeting - none

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

Cllr Simmonds had circulated an email re Forest for Cornwall. It will be the 75th Anniversary of the Boscasatle WI they would like to mark the occasion by planting either 1 or 75 trees and seek any ideas the Parish Council may have for where to plant them.

Cllr Simmonds raised the email received concerning the movement of the bench at doctor's corner. Cllr Hockin advised he had moved the bench, as it had been discarded from its original location following the recent development, the current location was only seen as a temporary location.

13.11 Planning Decisions: as listed

13.12 Reports

Cornwall Councillors Report – CCllr Jordan reported Covid-19 cases in Cornwall were 20 per 100,000 with 4 deaths in the last week. Cornwall Council are encouraging postal vote for the forthcoming elections to help prevent the need for queueing at polling stations. CCllr Jordan can train speed camera operatives for the proposed community speed watch scheme. Cornwall Council will be introducing a new website shortly.

Chairmans report – Those people who have been advised to shield or considered vulnerable are being regularly contacted by Cornwall Council.

Thank CCllr Jordan for all his help, support and advice as his time as Cornwall Councillor.

Parish Clerk report – nothing further to report.

13.13 Finance

Category	Sub category	Amount	For
Administration	Salary	£1061.21	Salary (Feb)
Administration	Expenses	£19.89	Expenses (Feb)
Open Spaces	Litter	£270.32	PC Litter (Mar)

Adrian Prescott (Clerk)

Forrabury & Minster Parish Council



Minutes : 11th March 2021

Page 4 of 4

Administration	Expenses	£6.20	Expenses (Mar)
Administration	HMRC	£285.31	Tax & NI
Administration	Website	£33.35	Website Hosting
Section 137	WI Grant	£500.00	Defibrillator Grant
Open Spaces	Playing Field	£105.18	Playing Field rent

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

For the following agenda items

(Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, because of the confidential nature of the business to be transacted, the public and press are not invited to attend)

Cllr Ferrett left the meeting

Bus Shelter – The council discussed the quotes received for the bus shelter. Cllr Simmonds proposed the council accept Mr Culver's quotation. Seconded by Cllr Rodda. 5 in favour 2 against. Resolved.

Grass cutting – The council discussed the quotes received for the village grass cutting for 2021. Cllr Edwards-Symons proposed the council accept Mr Bragg's quotation. Seconded by Cllr Simmonds. All in favour.

13.15 Agenda items for next meeting

- Covid-19
- Neighbourhood Development Plan
- Dog Warden
- Camelford community network
- CIC/BCTC update
- Playground
- Castle Site
- Car Park
- Bus Shelter
- Council/Town/Parish and Commissioner Elections
- Website
- Bottreaux Rise Wall
- Environmental - Bonfires
- Forest for Cornwall

With no further business the Chairman closed the meeting at 21.15pm

Date of next monthly meeting Thursday 8th April 2021 via the Zoom platform