

Forrabury & Minster Parish Council



Minutes : 14th October 2021

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Present Cllr Hockin, Cllr Edwards, Cllr Ferrett, Cllr Simmonds, Cllr Bright, Cllr Edwards-Symons, Cllr Yates and CCllr Jordan

11.01 Apologies – Cllr Bridges, Cllr Potter and Cllr Rodda

11.02 Declarations of Interest – none declared

11.03 Public Participation - 2 members of the public present. Nothing raised

11.04 Planning - To consider planning applications received

Application	PA21/08373
Proposal	Extension at first and second floor levels to front/south of property. Construction to increase existing room height and terrace at second floor level over to front/south of property. Single storey extension to front/south of property. Two storey extension to side/east elevation.
Location	Boscastle House Tintagel Road Boscastle Cornwall
Applicant	Mr And Mrs Stride

Cllr Simmonds proposed the council support the application however they would prefer the tile hung areas to be stone facing. Seconded by Cllr Hockin. 4 in Favour 1 against. Resolved. Cllrs Yates and Bright support the application but not the need to replace slate hanging with stone.

Application	PA21/07390
Proposal	To build a small conservatory on the front of existing cottage.
Location	Jordan Mill, Old Road, Boscastle PL35 0AJ
Applicant	Mr Alan Crockford

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

Application	PA21/08797
Proposal	Erection of extension, together with associated works with variation of Condition 2 In respect of PA21/01709 dated 08/04/2021
Location	Treuban Paradise Road Boscastle PL35 0BL
Applicant	Roger & Deborah Packman

Cllr Edwards proposed the council support this application. Seconded by Cllr Bright. 5 in favour 2 against.

Application	PA21/08446
Proposal	The demolition and replacement of the existing porch. The roof to be laid with grass and a new bay window
Location	17 Eglos View Boscastle PL35 0EZ
Applicant	Mr And Mrs Alexander And Monika Comberti

Cllr Ferrett proposed the council object to the application on the grounds of it not being in keeping. Seconded by Cllr Bright. 3 in favour, 3 against and 1 abstention. The chair casting vote was to support Cllr Ferrett's proposal.

11.05 To consider other planning applications received by time of meeting – none received

Adrian Prescott (Clerk)

Signed Chairman.....

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11.06 Minutes

Minutes of the meeting held on 9th September 2021 – Cllr Simmonds proposed the minutes be accepted as a true record. Seconded by Cllr Yates. All in favour.

11.07 Matters to Report (only) from previous meetings minutes – Cllr Simmonds asked about the situation with the car park pay and display machines. CCllr Jordan reported he had been haranguing the Cornwall Council Cabinet member who advised that G4S (the contractor) responsible for emptying the machines did not have sufficient staff, this is a county wide issue. Cllr Yates advised that the Boscastle CIC had requested a licence from Cornwall Council to empty the machines and use the fees (ring fenced) to upgrade car park services i.e. electric charging points.

1.08 Finance

Category	Sub category	Amount	For
Administration	Salary	£1061.61	Salary (Sept)
Administration	Expenses	£76.99	Expenses (Sept)
Open Spaces	Litter	£529.42	PC & NT Litter (Oct)
Administration	Website	£349.00	construction
Administration	Website	£150.00	Hosting etc
Administration	Audit	£240.00	External audit fee
Open spaces	Castle Site	£30.00	Knotweed treatment
Agency	Grass cutting	£930.00	Grass cuts 3 and 4
Section 137	Poppy appeal	£25.00	Remembrance wreath

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

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

Clerk to respond the email re timber building.

Castle site – monumental improvement project supporting letter for next phase.

11.10 Reports

Cornwall Councillors Report – CCllr Jordan reported the seed for the Queens Platinum Jubilee is being collected next week. Presentation of the Camelford by-pass plan has been submitted and supported by Scott Mann. It would assist Scott Mann if the Parish Council writes a letter in support of the Camelford by-pass. The Speedwatch project needs of more volunteers so it can be expanded to other areas.

The 20mph project through the Community Network Panel

Public Spaces Protection Order - dogs on beaches, dog on open spaces was due to be discussed next month by Cornwall Council but has been delayed for a year.

Chairmans report – Cllr Hockin - The Royal British Legion have volunteers to clean and repaint the lettering. Cllr Hocking asked the council to consider funding the paint. Cllr Simmonds proposed the council give Cllr Hockin authority to spend upto £50 on paint. Seconded by Cllr Yates. All in favour.

Parish Clerk report – Free parking in Cornwall Council car parks on Saturday 4 December 2021. Clerk to investigate the purchase of a projector.

Adrian Prescott (Clerk)

Signed Chairman.....

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11.11 Items from previous meeting

Website – The clerk reported that following the feedback on the structure of the site the next phase was to begin populating the pages with information. The Clerk is due to be trained next week on how to do this. It is anticipated to launch the site ready for the next edition of the blowhole.

Dog Warden – Cllr Yates proposed the council approve the job description, job scope and risk assessment. Seconded by Cllr Simmonds. All in favour. Cllr Yates proposed further discussion is in closed session later in the meeting. Seconded by Cllr Simmonds. All in favour.

Highways – Traffic Regulations Order consultation the notice of consultation should be sent on 20th October with the consultation starting on 28th October.

WI – No further update.

Works around the village – Notice boards – the clerk has asked the contractor to look at with a view to repairing the noticeboard outside the community centre.

Neighbourhood Development Plan – The councillors discussed the concept of dispensing with a steering group and progressing within council.

Graveyard – The clerk advised he had asked the National Trust re land around the church may be available to extend the graveyard. The National Trust have advised “all our land in the vicinity is held inalienably and as such we cannot sell it”. The clerk would endeavour to clarify the Parish Council’s responsibility in this matter.

Playground – Cllrs Ferrett and Simmonds having visited the site with potential contractors have asked the councils maintenance person to trim back the hedge on the roadside of the play area as part of his grounds maintenance work. It was also identified during the visit that the path from the road to the entrance of the play area get slippery when wet. Cllr Yates proposed the quote to make improvements to the path be accepted. Seconded by Cllr Edwards-Symons. All in favour. The clerk had produced a specification for the replacement of the fence. Cllr Yates proposed the council subject to a few minor changes endorse the specification and begin getting quotes. Seconded by Cllr Edwards-Symons. All in favour. Clerk would write to the football club re the location of the goalposts.

The chair indicted the meeting had reached its two hour time frame and asked if any items left on the agenda needed decisions.

Castle Site – Cllr Edwards-Symons proposed the council write letter of support for the monumental improvement project. Seconded by Cllr Yates. All in favour.

Zoom – Cllr Yates proposed the council does not renew its Zoom remote meeting platform subscription. Seconded by Cllr Simmonds.

The chair deferred the remaining agenda items to next meeting.

Car Park

Council Documentation Review

Councillor roles /responsibilities

Litter picking

Adrian Prescott (Clerk)

Signed Chairman.....

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For the following agenda item

Dog Warden

(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 Yates proposed the council set up a six month with a 3 month break contract based on the dog warden job specification and job scope. Seconded by Cllr Simmonds. All in favour.

11.12 Items since last meeting

Zoom – See decision above

The Queens Platinum Jubilee Celebrations – deferred to next meeting

11.13 Planning Decisions: as listed

11.14 Agenda items for next meeting

Website

Highways

Works around the village

Neighbourhood Development Plan

Graveyard

Playground

Dog Warden

Camelford Community Network Panel

Castle Site

Car Park

Council Documentation Review

Recording Parish Council Meetings

Risk Assessment

Financial regulations

Councillor roles/responsibility - definitions

Litter Picking

Speedwatch

Queens Platinum Jubilee Celebrations

With no further business the Chairman closed the meeting at 21.20pm

Date of next monthly meeting Thursday 11th November 2021

Adrian Prescott (Clerk)

Signed Chairman.....