

Forrabury & Minster Parish Council



Minutes: 9th June 2022

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Present Cllr Hockin, Cllr Ferrett, Cllr Yates, Cllr Edwards, Cllr Simmonds, Cllr Bright, Cllr Bridges, Cllr Potter and CCllr Jordan

03.01 Apologies – Cllr Edwards-Symons and Cllr Rodda. The council considered Cllr Edwards-Symons request for six months leave of absence the option discussed a) grant a block of time or b) approve absence on a month-by-month basis. Cllr Simmonds proposed the council grant Cllr Edwards-Symons six months leave of absence from today with a review at later date. Seconded by Cllr Bright. 6 in favour 2 against.

03.02 Declarations of Interest – none declared.

03.03 Public Participation – 1 members of the public present.

One member commented on the overhanging trees at the top of New Road. Clerk advised this has been raised with Cornwall Council who will contact the owner and seek remedial action.

03.04 Planning - To consider planning applications received -

Application	PA22/04325
Proposal	Extension to existing cottage to provide en suite wc/shower facilities and new ground floor bedroom
Location	Sundance Cottage Higher Pendavey Camelford Cornwall
Applicant	Mr And Ms Alan And Janice Howe And Booth

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

Application	PA22/04833
Proposal	Non material amendment in respect of decision notice PA18/09857 dated 18.06.2019: for the clearing of glazed guarding to flat roof area and change to boarding on the west elevation.
Location	Little Granite New Road Boscastle Cornwall PL35 0AB
Applicant	Mr Lyle

Cllr Yates proposed the council support this application. Seconded by Cllr Potter. All in favour.

Application	PA22/04867
Proposal	Proposed retaining wall.
Location	Little Granite New Road Boscastle Cornwall PL35 0AB
Applicant	Mr Lyle

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

Application	PA22/04995
Proposal	Single storey rear extension
Location	St Petroc 10 Trefleur Close Boscastle Cornwall
Applicant	Mr & Mrs Ian & Jane Gourley

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

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

03.06 Planning Decisions: as listed

03.07 Minutes

Adrian Prescott (Clerk)

Signed Chairman.....

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Minutes of the meeting held on 12th May 2022 – Cllr Simmonds proposed the minutes be accepted as a true record. Seconded by Cllr Yates. All in favour. Cllrs Bright, Bridges and Ferrett abstained not at meeting.

03.08 Matters to Report (only) from previous meetings minutes –

Cllr Yates raised from the previous meeting the option to purchase Play area safety standards and ask if there is an alternative source. Cllr Simmonds advised the relevant standards are in the RoSPA report. Cllr Simmonds reported the work to the Carousel surround has been completed.

03.09 Finance

Category	Sub Category	Amount	For
Administration	Staff Costs	£531.20	Litter PC & NT (June)
Administration	Staff Costs	£1072.84	Salary (May)
Administration	Staff expenses	£241.84	Expenses (May)
Project	Community	£228.00	Portaloos
Project	Community	£110.00	National Coast Watch
Administration	Environmental Officer	£190.00	Canine Patrol
Parks etc	Castle Site Maint.	£565.00	Tree felling (castle Site)
Parks etc	Play Area Maint.	£96.60	Play area inspection
Administration	Village Hall Hire	£14.00	Hall Hire
Project	Community	£501.60	Jubilee mugs
Parks	Open spaces	£515.00	1 st Grass verge cut
Administration	Internal Audit	£744.00	Internal Auditor
Administration	HMRC	£466.79	Tax & NI
Parks etc	General Maint.	£251.00	Various works

The clerk advised two cheques on behalf of the Jubilee committee for the portaloos and a contribution to the National Coastwatch beacon costs be made from CCllr Jordans grant toward the jubilee events.

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

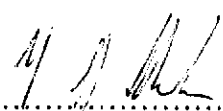
03.10 Correspondence – the clerk outlined the significant items of correspondence received, all of which had been copied to councillors.

Clerk advised an email from Heartsafe was received that afternoon needed a response by the end of next week regarding the withdrawal of support for access by Southwest Ambulance Service Trust (SWAST) to the defibrillator opposite the Cobweb. Cllr Potter advised on the locking and operation of the WI defibrillator at the top of the village. The Council agreed to accept from the Heartsafe email option a) to leave the cabinet open and review the defibrillator situation at next meetings.

03.11 Reports

Cornwall Councillors Report – CCllr Jordan reported he had spoken with Scott Mann re lack of dentists in the area. Scott asked him to write to him and Maria Crawford who is the minister. The reply was they would use this to open discussion with the health minister. Following the rave at Davidstow Moor the devolution of powers to local council under the County Deal could include the requirement to licence these types of events thereby giving the authorities power to shut down unlicensed events. Following the

Adrian Prescott (Clerk)

Signed Chairman.....



illegal rave, the rubbish left must be removed and this requires a waste transport and disposal licence. The woods are likely to be closed for few months. Funding for the Camelford bypass should be forthcoming following approval. It is possible the Community Network Areas are going to be increased in size. The 20mph zones appear to be working.

Chairmans Report – nothing further to report.

Parish Clerk Report – Clerk reported he had completed the Community Infrastructure Levy expression of interest form a copy of which was in councillors' packs. Cllr Bright Proposed the council submit the form. Seconded by Cllr Simmonds. All in favour.

03.12 Items from previous meeting

The Queens Platinum Jubilee Celebrations – Cllr Simmonds stated, "I would like us to record our thanks to the Boscastle Jubilee Events Committee who staged the events, including local volunteers, the National Coastwatch Institution, Boscastle WI, Boscastle School, Forrabury and Minster PCCs, Boscastle Coastguard and several local businesses who sold raffle tickets to help finance the events." *AD*
The winners of the raffle to light the beacon were Guy Stead and Fiona Brayshaw. Guy said at the time of lighting the beacon "I never win anything, so it came as a complete surprise to hear we had won, we were thrilled. Then standing up on the cliffs with the sun setting on the horizon and lighting the beacon together we recognised this was a once in a lifetime event a great honour."

Cllr Simmonds advised that the Jubilee committee had distributed the commemorative mugs to the school and a few left over, the committee had identified several worthy recipients. Cllr Yates proposed the Jubilee committee distribute the remaining mugs as they see fit so long as the school children and committee members had theirs. Seconded by Cllr Bright. All in favour.

Highways – 20 is Plenty initial indications seem the signs are having the desired effect. The 20mph limit became enforceable of 1st June. CCllr Jordan indicated this was a 12-month trial and if successful would be rolled out across Cornwall. Cllr Yates expressed he did not accept the response form Highways re the number of 20mph repeater signs which clutter the countryside with unnecessary signage.

Highways – Speed Sign - the councillors discussed the possible location of posts onto which the radar activated speed sign could be mounted. There would be one on each entrance road to the village between the 30 or 40mph sign and the 20mph sign. One opposite Penally House, one near Lundy View and one on Tintagel Road near coast guard houses. The chair said he and the clerk would try and arrange to meet highways to determine the best exact location.

Play Area – Cllr Simmonds took the council through the recent RoSPA report. The report is colour coded with green – a problem but not high priority, amber - needs looking at and Red - dangerous. Significant items identified have been addressed or are in the process of been done. There are possibly two items that need replacing the seesaw and a swing.

The council agreed to have a small team of councillors who would report back to council on works required. The team would consist of Cllrs Ferrett, Bridges, Simmonds, and Yates. Cllr Bright proposed the team have authority to spend the playarea maintenance budget. Seconded by Cllr Potter. All in favour. Any capital expenditure would need full council approval based on recommendations of the team.

Public Spaces Protection Order – Castle Site - is a dog restriction needed? Cllr Hockin proposed the council have a dog restriction on the Castle Site. Seconded by Cllr Yates. All in favour. Cllr Simmonds proposed the restriction to be dog on leads at all times order. Seconded by Cllr Bright. All in favour.

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Playing Field including children's play area – is a dog restriction needed? Cllr Simmonds proposed the council have a dog restriction on the playing field and children's play area. Seconded by Cllr Yates. All in favour. Cllr Simmonds proposed the restriction to be a dog exclusion order. Seconded by Cllr Edwards. All in favour.

Camelford Community Network – Cllr Edwards reported from the latest meeting that the election of chair and vice chair has been deferred until next meeting. Five meetings have been proposed topics to include phosphates in the River Camel and water quality, health centre/dentist, bus service/public transport, pharmacies, and Cyclist/cycle paths/active routes and walking.

Sculpture – Cllr Hockin reported he had permission from Royal British Legion for the council to use the area behind the war memorial for a shelter to house the sculpture. They would like to see a structure made of stone to compliment the exist back wall. Cllr Hockin would go back to the Royal British Legion to determine more details.

Graveyard – the clerk had investigated acquiring land by compulsory purchase, but correspondence indicates the expense makes it at this time prohibitive. The councillors discussed options. The clerk agreed to attend a meeting between National Trust and BTCB to raise the topic on behalf of the council.

Website – the clerk presented a draft of a logo which is included at the top of the agenda, the council are keen to have a brand. It was thought the draft represented Forrabury, and the clerk was asked to try and include some element that would represent Minster.

Castle Site – the councillors discussed the tree removal and also concerned the budget for the site is showing no progress on being spent, it was felt this hinged somewhat on the AONB Monumental Improvement Project. Cllr Bright gave a report from the initial meeting held on 23rd April. Clerk to contact AONB to identify the project plans.

Works around the Village – Cllr Bright raised concern over the overgrown hedges near ringford corner. Cllr Potter had concern over the parking on doctors' corner with the works vans inhibiting visibility.

Council Documentation Review – Cllr Yates had found the original drafts difficult to read as they were templates and he had combined Procedure and Policy documents into a single document.

Cllr Yates proposed the council adopt;

A) grievance policy and procedure document B) disciplinary policy and procedure and C) workplace pension statement. Seconded by Cllr Ferrett. All in favour.

03.13 Items since last meeting - none

03.14 Agenda items for next meeting

Highways

Speed sign

Defibrillator

Play Area –

Website –

Castle Site

Sculpture

Graveyard

Works around the village

Council Documentation Review

With no further business the Chairman closed the meeting at 20.50pm

Date of next monthly meeting Thursday 14th July 2022 in the Village Hall

Adrian Prescott (Clerk)

Signed Chairman.....