

Minutes 4th May 2023

Page 1 of 4

Present Cllr Hockin, Cllr Yates, Cllr Edwards, Cllr Simmonds, Cllr Long, Cllr M Smith, Cllr Rodda

03.01 Apologies – Cllr Bridges, Cllr L Smith & Cllr Bright

03.01a Election of Chairman – Cllr Edwards proposed Cllr Hockin to continue as Chairman. Seconded by Cllr M Smith. All in favour.

03.01b Election of Vice Chairman – Cllr Hockin proposed Cllr Edwards continue as Vice Chairman. Seconded by Cllr Yates. All in favour.

03.01c Appoint Councillor Representatives for 2023/24

(See website for current appointments www.forraburyminsterparishcouncil.org.uk/councillors/)

03.02 Declarations of Interest – none declared.

03.03 Public Participation – Three members of the public present.

One member spoke regarding camping on the Castle Site with rubbish left behind. In addition, two empty wine bottles found in hollow tree.

One member spoke regarding the double yellow lines in Fore Street. Where there are no lines vehicles park and because the road is narrow small cars can get through but utility vehicles i.e., recycling vans cannot and ends up reversing back up the road. This inevitable results in missed collections to properties further down. They ask if the Parish Council can review this section of road.

One member advised there were drains blocked on Forrabury Hill.

One member asked if there were any plans in place to help residents, who don't have parking spaces, finding somewhere for them to park.

03.04 Planning – To consider planning applications received –

Application	PA23/02652
Proposal	Conversion of double garage into Annexe
Location	Penworthy, Slaughterbridge, Camelford, Cornwall

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

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

03.06 Planning Decisions: as listed (see website)

03.07 Minutes

Minutes of the meeting held on 23rd March 2023 – Cllr Simmonds proposed, the minutes be accepted as a true record. Seconded by Cllr Yates. All in favour.

Minutes of the meeting held on 6th April 2023 – Cllr Simmonds proposed, the minutes be accepted as a true record. Seconded by Cllr Yates. All in favour. Cllr M Smith & Cllr Long abstained not at meeting.

Minutes of the meeting held on 13th April 2023 – Cllr Simmonds proposed, the minutes be accepted as a true record subject to the inclusion of new Councillors be included in the meeting following their signing the declaration of acceptance to office. Seconded by Cllr Yates. All in favour.

03.08 Matters to Report (only) from previous meetings minutes – Cllr Yates referred to the meeting held on 23rd March and asked for performance management be included in the agenda for June.

Adrian Prescott (Clerk)

Signed Chairman... 

Minutes 4th May 2023

Page 2 of 4

03.09 Finance

Category	Sub Category	Amount	For
Administration	Staff Costs	£320.42	Litter PC (May)
Administration	Staff Costs	£1150.79	Salary (Apr)
Administration	Staff Expenses	£169.53	Expenses (Apr)
Administration	Environment	£200.00	April
Projects	Play area	£18201.00	50% work deposit
Open Spaces	Grass cutting	£595.00	1 st Grass cut

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

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

Email re changing the dog waste bin on doctor's corner to a dual-purpose bin was discussed. Clerk to request the change with Cornwall Council.

03.11 Reports

Cornwall Councillors Report – CCllr Jordan not at meeting.

Chairmans Report – Cllr Hockin reported that following incidents of dog fouling on the Castle Site a dog owner has been spoken to so hopefully the issue has been resolved. Cllr Hockin has spoken with the chair of the football club after he witnessed a member of the football club had their dog on football field, given the Parish Councils attempts to prohibit dogs due to fouling issues.

Parish Clerk Report – nothing further to report.

02.12 Items from previous meeting

Defibrillator – Cllr Hockin reported Trevalga Parish Meeting are interested the old unit to locate it in the disused telephone box. The clerk reported the Boscastle & Crackington gig club have also expressed an interest. The councillors discussed which would provide most beneficial location to give access to as many people as possible. Cllr M Smith proposed the council donate the unit to the Trevalga Parish Meeting. Seconded by Cllr Yates. All in favour.

Highways –

Speed Sign – the clerk reported he had received a verbal quote to reduce the cost of a sign by £100 with free delivery, however combining a cost for purchase and conversion of existing was not viable as the conversion is done by another arm of the business. Clerk to progress purchase of solar sign.

Pedestrian Routes – Cllr Yates referred to the document circulated to councillors explaining the post locations and wording on direction arms. Next steps are to create a project scope and liaise with any landowners.

Speedwatch – Cllr Long reported he had not heard from CCllr Jordan re setting a session in Marshgate.

Play Area – Cllr Simmonds reported the quote and confirmation is due to be signed and 50% deposit to be paid, he would seek a programme of works so the final elements of the Community Infrastructure Levy grant funding agreement can be completed. Cllr Simmonds also reported the leg which had rotted on the junior multi-play has been repaired. Cllr Yates thanked on behalf of the council Cllr Hockin for removing the old seesaw.

Adrian Prescott (Clerk)

Signed Chairman... 

Minutes 4th May 2023

Page 3 of 4

Car Park

Licensing – Cllr Yates asked the council to write to Cornwall Council regarding being an included consultee on any future licensing requests for events in the car park.

Electric Charging – Cllr Yates reported the measurement for the required cabling has been completed with a final video call scheduled to progress the project forward in the absence of Cornwall Council agreeing.

Under use of car park in winter – Nothing further to report.

Additional spaces – nothing further to report

Following the recent Cornwall Council car park charging consultation Cllr Yates reported they received over 1300 responses of which 18% of those were specifically objection the Boscastle car park from which the portfolio holder has taken on nil items including the consultee response of the Parish Council. The Boscastle Chamber of Trade and Commerce (BCTC) are attempting to have a one-to-one meeting with the portfolio holder to discuss the specific issues affecting Boscastle employee, residents and visitor. Cllr Yates proposed the council write to the Portfolio holder asking them to engage with the BCTC. Seconded by Cllr M Smith. All in favour.

Castle Site – The councillors discussed the reports of camping and rubbish left on the site. The councillors agree the site is there to be used with those that use the site be it dog walker to campers etc. should be using their civic duty and common sense to respect the site and environment. They discussed the options for specific signage, how to prevent dog fouling, discarded bottles and vapes. Cllr Yates proposed the Castle site working group take this on to provide a proposal for the Council to consider. Seconded by Cllr Simmonds.

Works around the Village -

Paradise Triangle – Cllr Hockin reported he had been chasing the contractor but has received not replies. Now that a working party has been formed but due to nesting birds the council will defer any physical action until at least August.

Website – Cllr Yates outlined the suggested role of the old site by making it into a more community centred website.

Graveyard – Carried forward to next meeting.

Council Documentation Review – nothing further.

Improving Biodiversity in our green spaces – The clerk has asked the grass cutting contractor to set aside a triangle of grass at the Tintagel end of Paradise Triangle which will be left uncut until the final cut of the year. Clerk asked to ask the member of the public who suggested this to write a few words outlining the reasoning for the uncut area which can be displayed near the area. Cllr Rodda asked to advise the council if the wildflower seed had been sown and if not when it would be sown.

Grass and Hedge Cutting – The hedge on Doctors Corner was discussed at it forces large vehicle into the opposing carriage way. Cllr Yates proposed Cllr Long contact the landowner giving them 21 days to cut back the overgrowth or the Parish Council would arrange the work and charge the landowner. Seconded by Cllr Edwards. All in favour.

Coronation – Nothing further to report. Cllr Hockin thanked Cllr Edwards for advertising and distribution free bunting to which she received a good response.

03.13 Items since last meeting - nothing

Adrian Prescott (Clerk)

Signed Chairman.....



Minutes 4th May 2023

Page 4 of 4

03.14 Agenda items for next meeting

Defibrillator - *update*

Highways

Speed sign –

Pedestrian Routes - *signage locations and wording*

Speedwatch – *update*

Traffic Regulation Order (TRO) – *Review and expressions of interest*

Play Area - *update on consultation and CIL application.*

Car Park

Electric Charging – *progress update*

Castle Site – *work progression & monumental project update*

Works around the village

Paradise Triangle – *update on contractor progress*

Website - *discuss future of boscastlecornwall.org.uk website.*

Council Documentation Review

Improving Biodiversity in our green spaces

Grass and hedge cutting – *consider using private contract.*

Performance Management - *Clerk*

With no further business the Chairman closed the meeting at 8.45pm

Date of next monthly meeting Thursday 8th June 2023 in the Village Hall

Adrian Prescott (Clerk)

Signed Chairman.....