

Minutes 11th April 2024

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Present Cllr Hockin, Cllr Edwards, Cllr Yates, Cllr Simmonds, Cllr Long, Cllr Smith, Cllr Bridges, Cllr Bright & CCllr Jordan

01.01 Apologies – none.

01.02 Declarations of Interest – none declared.

01.03 Public Participation – two members of the public present.

One member advised that a large ash tree is due to be felled by the utility company on the castle site near the meadow. They would make access through their property for the utility company. One member updated the council on the progress and plans of the Boscastle Archive custodians.

Cornwall Councillor Report – CCllr Jordan reported that now the weather is changing speedwatch can get going again. There is a Community Area Partnership meeting on 10th June and prior to that at 5.15pm to 6.15pm is a suicide awareness course which will also be available online via 'teams' at the same time. There is a planning meeting and council meeting next week and the planning protocol will be adjusted so member of the public can make their statement without councillors questioning them. Tesco are proposing to submit a planning application for a store at Camelford next week.

01.04 Planning – To consider planning applications received – None Received

01.05 To consider other planning applications received by time of meeting. – None.

01.06 Planning Decisions: as listed (see website)

01.07 Minutes

Minutes of the meeting held on 14th March 2024 – Cllr Simmonds proposed, the minutes be accepted as a true record. Seconded by Cllr Smith. All in favour. Cllr Bright abstained.

Minutes of the meeting held on 28th March 2024 – Cllr Bridges proposed, the minutes be accepted as a true record. Seconded by Cllr Long. All in favour. Cllr Hockin, Cllr Smith and Cllr Bright abstained.

01.08 Matters to Report (only) from previous meetings minutes – nothing further

01.09 Finance

Category	Sub Category	Amount	For
Administration	Staff Costs	£324.00	Litter PC (Apr)
Administration	Staff Costs	£1047.93	Salary (Mar)
Administration	Staff Expenses	£47.43	Expenses (Mar)
Administration	Environment	£200.00	March
Administration	CALC	£447.75	Membership Renewal
Parks & Open	Benches	£70.93	Bench Repairs
Administration	Community	£59.98	Community Award plaques
Administration	Hall Hire	£14.00	Village Hall 8 th Feb

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Administration	Hall Hire	£10.00	Comm & Rec Centre 25 th Mar
Administration	Training	£96.00	Code of Conduct training.

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

BDO LLP are the external auditors. The clerk asked the council if they had conflict of interest with the external audit company. No councillors expressed a conflict of interest.

Annual Governance Statement

The councillors had copies of the Governance Statement to consider. Cllr Smith proposed the Statement be approved. Seconded by Cllr Bright. All in favour. The chair and clerk signed the Statement.

Annual Governance Accounting Statement

The councillors had copies of the Accounting Statement to consider. Cllr Simmonds proposed the Statement be approved. Seconded by Cllr Edwards. All in favour. The chair signed the Statement.

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

Cllr Yates gave the council further detail on the Wildanet email in so much as the work is to digitalise the phone network. He is concerned that in the event of a power failure there will be no telephony back up as mobile phones in the village rely on the local mast which would also go off. Cllr Bright proposed the council write to Cornwall Council civil emergency/resilience team with the concerns. Seconded by Cllr Simmonds. All in favour.

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01.11 Reports

Cornwall Councillor Report – See between items 01.03 and 01.04.

Chairmans Report – Cllr Hockin reported he has repaired the broken seat and the junior multi-play equipment in the play area.

Parish Clerk Report – nothing to report.

01.12 Items from previous meeting

Highways –

Pedestrian Routes – Cllr Bridges reported he had chased the supplier and our items are being produced and the engraving being done.

Traffic Regulation Order (TRO) – The council had previously created 4 expressions of interest (EOI) which are:-

- 20mph to be extended to include Treforda Water.
- Refresh road markings at Doctors Corner.
- Tintagel Road creation of a gateway/chicane to slow traffic.
- Tintagel Road creation of a pavement from under Road to Green Lane.

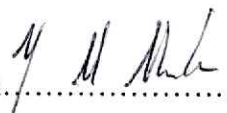
The council asked for the clerk to create EOI's for the following:-

- Old Road removal of double yellow lines outside the Wellington Hotel.
- Doctors Corner install a Bus Stop Yellow box on Doctors Corner
- Doctors Corner add double yellow lines from the bus stop boxing to the Shop.

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- New Road add double yellow lines from Hideaway to slip road.
 - Slaughter Bridge pavement from houses to bus stop.
- Slaughterbridge – to add an EOI for pavement (see above). Cllr Smith proposed the council identify a suitable post or arranging for a new one to facilitate moving and existing speed sign from Boscastle to capture traffic speed data through Slaughterbridge. Seconded by Cllr Yates. All in favour.
- Play Area** –
- Monthly inspection – Cllr Simmonds reported only item needing attention from the monthly inspections has been dealt with.
- Car Park**
- Electric Charging – Cllr Yates reported the lease from Cornwall Council to the Boscastle Community Interest Company (CIC) is nearly ready. Cornwall Council have now asked the CIC to speak with the car parking team to discuss permits. It is anticipated all will be resolved and the charging facility up and running by the end of April.
- Working Group report – Cllr Yates reported working group report/maintenance schedule on items that needed repairing, replacing or additions has been submitted to Cornwall Council.
- Additional Car Parking - Cllr Simmonds reported the Council have formally submitted a request to the National Trust regarding additional Car park spaces. Following which a meeting to further discuss this has been arranged for early May.
- Castle Site**
- Paths and steps – Cllr Simmonds has again emailed the Historic England team but has not heard anything back.
- Monumental project – Clerk to chase up a reply so the council can use the summarised versions. The council discussed the Monumental Improvement Project (MIP), and the general feeling is that it has lost some interest in Botreaux Castle. Clerk to invite a member of the MIP team to the next council meeting.
- Land Boundaries – nothing further to report.
- Monthly inspection – Cllr Simmonds reported all looking okay, the waste bin at time of inspection was nearly empty.
- Waste Bin - Cllr Yates proposed the council arrange for the waste bin to be emptied 4 time per year and at other times as needed by notification. Seconded by Cllr Smith. All in favour.
- CCTV monitoring**
- Castle Site – nothing to report. Defer until an issue arises.
- Play Area – Cllr Bridges has spoken with the football club who are happy in principle to work with the parish council. Cllr Bridges proposed the council move ahead with this and talk to the football club breaking the quote down to get a final price for approval. Seconded by Cllr Smith. All in favour.
- Co-option** – Clerk reported the closing date for applications is 16th April, with the co-option meeting on Thursday 18th April. Currently there are no applications.
- Annual Parish Meeting** – The council expressed their thanks to those who attended and reported on behalf of their organisations. The council had some disappointment with the turn out. Cllr Simmonds had some thoughts for next year to perhaps make it a more engaging event as it is an opportunity to display what is good about our community. Cllr Simmonds proposed looking at improving the format. Seconded by Cllr Yates. All in favour.
- Community Award** – the councillor were very impressed with the quality of the award plaque and thanked Cllr Long for arranging them. The awards were presented at the Annual Parish Meeting. Chair to formally present the plaque with photo for use to promote the award. Cllr

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Simmonds proposed the award be repeated next year and include as an agenda item for October meeting. Seconded by Cllr Hockin. All in favour.

Bosccastle Village Archive – A member of the Bosccastle Village Archive team updated the council on progress and plans in the public participation item at the start of the meeting.

Communication

Comms Group Update – The working group have drafted a policy/procedure for councillors to hold surgeries so members of the public can talk to them outside a formal meeting setting.

Councillors to consider the draft document for next meeting.

Moderation Policy – This is a policy to enable the council to respond promptly (if necessary) to items posted on social media. Cllr Yates proposed the policy document be adopted. Seconded by Cllr Bridges. All in favour.

Works around the Village -

Paradise Triangle – The wet weather has hampered progress and Cllr Hockin will attempt to get the last section completed next week otherwise it will have to wait until later in the year due to wildlife nesting etc.

Council Documentation Review – Clerk had produced in draft a dispensation guidance and procedure for councillors to consider. Cllr Simmonds proposed the council adopt this procedure with the full council making the dispensation decision and include all non-disclosable pecuniary interests and non-pecuniary interests. Seconded by Cllr Bridges. All in favour.

Methodist Chapel – the councillors had the opportunity to visit the chapel last week and overall, it is not in bad shape considering. Clerk was asked to send a thank you letter to the person who gave them access. The council have the option to apply for an order to delay any sale for 12 months to give local community groups the opportunity of producing a bid. Councillors discussed other options/scenarios. Cllr Bridges agreed to ask the school governors, as it is used for staff parking, if they had a view.

Performance Management – following completion of the procedure it was felt the process should be started earlier to provide sufficient time for councillors to meet and do it justice. The clerk thought the process went well with some minor adjustments to timings required.

Clerk Remuneration

Cllr Edwards proposed (*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*) the council enter closed session for this agenda item. Seconded by Cllr Long. All in favour. The clerk left the meeting.

Cllr Yates proposed the council give the clerk a one step increase on the pay rate for local councils from SCP23 to SCP24. Seconded by Cllr Smith. All in favour.

Clerk rejoined the meeting.

01.13 Items since last meeting - none

01.14 Agenda items for next meeting

Highways

Pedestrian Routes – *progress update*

Traffic Regulation Order (TRO) – *decide areas/items for expressions of interest*

Slaughterbridge –

Traffic speed

Summer Diversion

All

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Pavement/path
Bus Stop location

Play Area –

Monthly inspection report and equipment update

Car Park

Electric Charging – progress update

Working Group report – car park repairs and general appearance.

Additional Car Parking

Castle Site

Paths and steps – progress report

Monumental project - update

Land Boundaries – the meadow

Monthly Inspection – report

Waste Bin - emptying

CCTV monitoring

Play Area – investigate options.

Co-option – Councillor Co-option process

Boscastle Village Archive - report

Communication

Comms Group update

Moderation Policy (draft) - review

Works around the village

Paradise Triangle – update on contractor progress

Council Documentation Review

Methodist Chapel – future options?

With no further business the Chairman closed the meeting at 21.16pm

Date of next monthly meeting Thursday 9th May 2024 in the Village Hall