

Minutes 9th May 2024

Page 1 of 5

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

03.01 Apologies – Cllr Smith.

03.01a Election of Chairman – Cllr Edwards proposed Cllr Hockin as chairman. Seconded by Cllr Simmonds. All in favour.

03.01b Election of Vice Chairman – Cllr Edwards said they were stepping down as vice chair. The clerk advised he had received an email from Cllr Smith putting himself forward for Vice Chair. Cllr Edwards proposed Cllr Smith for the role. Cllr Hockin asked if there were any other nominations. None raised. Cllr Hockin seconded Cllr Edwards proposal. All in favour.

03.01c Appoint Councillor Representatives for 2024/25. The councillors to consider what they are currently appointed for and if they would like to add or change a role for next meeting.

All

03.02 Declarations of Interest – Cllr Bright declared an interest in Planning application PA24/02766.

03.03 Public Participation – two members of the public present.

One member here to hear the discussion on planning application PA24/02766.

One member here to hear the discussion on CCTV at the playing field/play area.

Cornwall Councillor Report – CCllr Jordan reported there has been little going on in Cornwall Council due to the elections.

03.04 Planning – To consider planning applications received

Cllr Bright left the meeting.

Application	PA24/02766
Proposal	Proposed change of use from garage/store to retail of locally caught seafood and other locally reared farm produce & sale of preprepared foods
Location	Harbour View, The Harbour, Boscastle, Cornwall

Cllr Simmonds proposed the council object to this application as it believes there will be an increase in traffic movements above business deliveries. Is the toilet being located inside the existing building or not (application shows it both ways)? Hours of opening in this area must be a consideration. Concern that disposal of litter from preprepared food has not been addressed.

Seconded by Cllr Hockin. 4 in favour 2 against.

Cllr Bright rejoined the meeting.

03.05 To consider other planning applications received by time of meeting.

The clerk advised the following application had been received.

Application	PA24/01956
Proposal	Outline Planning Permission with some matters reserved (appearance, landscaping, layout and scale) for up to two dwellings.
Location	Land To The North Of Gwel An Mor Tintagel Road Boscastle Cornwall

Cllr Simmonds proposed the council consider this application. Seconded by Cllr Edwards. All in favour.

Cllr Edwards proposed the council support this application. Seconded by Cllr Long. 6 in favour 1 abstention.

Minutes 9th May 2024

Page 2 of 5

03.06 Planning Decisions: as listed (see website)

03.07 Minutes

Minutes of the meeting held on 11th April 2024 – Cllr Simmonds proposed, the minutes be accepted as a true record. Seconded by Cllr Edwards. All in favour.

Minutes of the meeting held on 18th April 2024 – Cllr Yates proposed, the minutes be accepted as a true record. Seconded by Cllr Edwards. All in favour.

03.08 Matters to Report (only) from previous meetings minutes – Cllr Simmonds, following on from the previous meeting agenda item Annual Parish Meeting, asked councillors to read what is on the Parish Council website about Annual Parish Meetings as there is more than we currently do.

All

03.09 Finance

Category	Sub Category	Amount	For
Administration	Staff Costs	£333.04	Litter PC (May)
Administration	Staff Costs	£1074.90	Salary (Apr)
Administration	Staff Expenses	£63.13	Expenses (Apr)
Administration	Environment	£195.00	April
Administration	Play Area	£112.80	RoSPA Inspection
Administration	Insurance	£565.84	Renewal Premium
Administration	Hall Hire	£28.00	Village Hall 14 th & 28 th March
Open Spaces	Castle Site	£180.00	Waste bin purchase

Cllr Bridges 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 regarding CCTV – clerk to reply.

Flag in White Smock meadow – clerk to advise this is Cornwall Council issue.

Request for polytunnel on Frogapit allotment. Cllr Simmonds proposed refusal. Seconded by Cllr Bright. 4 in favour, 3 against.

03.11 Reports

Cornwall Councillor Report – See item after 03.03.

Chairmans Report – Cllr Hockin report the photos of the winners of the Community Champion awards with himself have been taken. Cllr Yates would send the clerk copies with some text for publication.

RY

Parish Clerk Report – nothing to report.

Minutes 9th May 2024

Page 3 of 5

03.12 Items from previous meeting

Highways –

Pedestrian Routes – Cllr Bridges reported he provided the supplier with details of the logo for engraving and would continue to chase.

Traffic Regulation Order (TRO) – The has created 10 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.
- Old Road removal of double yellow lines outside the Wellington Hotel.
- Hairpin bend refresh road markings
- 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.
- New Road add double yellow lines from Hideaway to slip road.
- Slaughter Bridge pavement from houses to bus stop.

Clerk asked to create and submit with the above a further EOI for the dangerous crossroads on Waterpit Down.

Slaughterbridge – Traffic Speed - Cornwall Council highways have agreed to install a post on this section of road. Once installed the Parish Council will temporarily fit one of its radar activated speed signs to it.

Clerk was asked to ask if a post could be installed in New Road.

Play Area –

Monthly inspection – Cllr Simmonds reported the delay in starting the grass cutting was evident when the monthly inspection was done. The RoSPA annual inspection only picked up the junior multi-play tower where there is some corrosion and beneath the swings the ground is breaking up and worn out. The Council will keep close eye on the multi-play tower, and Cllr Simmonds would further investigate the best way to deal with the ground beneath the swings. During the monthly inspection Cllr Simmonds identified the seesaw seat has split. Clerk to write to supplier seeking a replacement. Cllr Yates thanked the councillors for their commitment and the progress made on improving the play area in the last couple of years.

Car Park

Electric Charging – Cllr Yates reported the Boscastle Community Interest Company (CIC) is in possession of the signed lease from Cornwall Council. The CIC anticipated some infrastructure will be in place in the next couple of days.

Working Group report – Cllr Yates reported the working group report/maintenance schedule on items that needed repairing, replacing or additions has been submitted to Cornwall Council Although chased up twice no response has been received. The working group met with the National Trust ranger who provided some helpful advice.

Additional Car Parking - Cllr Simmonds reported this is really two centres of work, one requiring significant excavation and funding and the other would utilise areas already with the honeycomb matting which could potentially add another 9 parking spaces. The working group would concentrate on the latter and consider if some forms of park and ride/walk are viable. Cllr Hockin to set up meeting for working group to investigate using a private exist hard standing area for parking.

Castle Site

Adrian Prescott (Clerk)

Signed Chairman.....



PC

PC

SS

PC

FH

Minutes 9th May 2024

Page 4 of 5

Paths and steps – Cllr Simmonds reported a few months ago the Parish Council cleared a section of vegetation close to the boundary on the righthand side of the mound in anticipation Historic England would come back and give guidance on what minor pathway works could be done. Subsequently Historic England have come back and said if we are to do any work on the path the Parish Council needs to employ an archaeologist to put forward a proposal and they would have to be on site whilst any works are carried out.

Monumental project – the Parish Council have permission to publish summaries of the Geophysical survey subject to a minor amendment.

Land Boundaries – Cllr Simmonds reported he and Cllr Smith walked around the boundary and managed to get across the meadow. There are signs of encroachment with steps being built onto the site from neighbouring gardens along with fly tipping of garden waste i.e. hedge, grass and tree cuttings. Cllr Simmonds proposed the council send a letter to all properties that adjoin the castle site reminding neighbours not to encroach or fly tip. Seconded by Cllr Yates. All in favour.

Monthly inspection – Cllr Simmonds reported all looking good.

Waste Bin – Regular emptying of the bin has now been set up.

CCTV monitoring

Play Area – A representative of the Football club advised the council that it would not be sharing the cost of CCTV as per previous quote. They intend to purchase battery operated cameras. However the football club have indicated the Parish Council can use the changing rooms for electric power supply. Further investigation and conversations to determine the best options.

Co-option – Clerk reported the council have co-opted two new councillors Jan Anderson and Ian Peyman. Cllr Hockin welcomed them to the council. They will sign their acceptance to office at the end of the meeting.

Boscastle Village Archive – Cllr Simmonds reported the Boscastle Village Archive (BVA) have a licence to use the old BoHo shop for two days on 26th and 27th May for an exhibition focusing on the 20th anniversary of the Boscastle flood.

Communication

Councillor Surgeries - 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. Cllr Simmonds and Cllr Yates would try and set up a trial event.

Moderation Policy – The moderation team would be the comms working group.

Works around the Village -

Paradise Triangle – The poor weather over the winter and early spring has delayed the next phase of work on Paradise triangle until the Autumn.

Council Documentation Review -

Dispensation Policy - The clerk has removed and modified sections of the document to align with council policy. Cllr Simmonds proposed the document be adopted. Seconded by Cllr Yates. All in favour.

Clerk Performance Management Process – the clerk has adjusted the programme to create more time between process events. Cllr Yates proposed the document be adopted. Seconded by Cllr Simmonds. All in favour.

Methodist Chapel – Nothing further to report

03.13 Items since last meeting - none

Insurance – The insurance policy was reviewed within the last 12 months and will be renewed.

PC

PC

SS
RY

Minutes 9th May 2024

Page 5 of 5

03.14 Agenda items for next meeting

Appoint Councillor Representatives for 2024/25

Highways

Pedestrian Routes – *progress update*

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

Slaughterbridge –

Traffic speed

Summer Diversion

Pavement/path

Play Area –

Monthly inspection report and equipment update

Car Park

Working Group report – car park repairs and general appearance.

Additional Car Parking

Castle Site

Monumental project - update

Land Boundaries – the meadow

Monthly Inspection – report

Annual Parish Meeting – review format for next year

Methodist Chapel – Consider nominating it as a community asset?

CCTV monitoring

Play Area – investigate options.

Communication

Comms Group update

Boscastle Village Archive - report

Works around the village

Council Documentation Review

Jan Anderson and Ian Peyman signed their acceptance to the office of Forrabury & Minster Parish Councillor.

With no further business the Chairman closed the meeting at 21.01pm

Date of next monthly meeting Thursday 13th June 2024 in the Village Hall

Adrian Prescott (Clerk)

Signed Chairman.....

