

Forrabury & Minster Parish Council



Minutes : 8th April 2021

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Virtual Meeting held on the Zoom platform at 7pm on the above date

The 2020 Regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May 2021. The 2020 Regulations apply to local council meetings, committee and sub-committee meetings in England.

Present Cllr Hockin, Cllr Ferrett, Cllr Edwards, Cllr Simmonds, Cllr Bright, CCllr Jordan

01.01 Apologies – Cllr Munden, Cllr Edwards-Symon, Cllr Brewer

01.02 Declarations of Interest – none declared

01.03 Public Participation - five member of the public present.

01.04a Planning - To consider planning applications received

Application	PA21/02251
Proposal	Change of use from managers dwelling and holiday unit to two separate unrestricted dwellings
Location	Tregatherall Lodge, Tregatherall Farm, Boscastle Cornwall
Applicant	Mr and Mrs T Seldon

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

01.05b To consider other planning applications received by time of meeting

Cllr Simmonds proposed the following application be held over and considered at a separate meeting on 22nd April. Seconded by Cllr Edwards. All in favour.

Application	PA21/03639
Proposal	Non Material amendment for change of materials from slate hanging to timber boarding and new glass guarding, with respect to decision notice PA18/09857
Location	Little Granite, New Road Boscastle Cornwall, PL35 0AB
Applicant	Mr Lyle

01.06 Minutes

Minutes of the meeting held on 11th March 2021 – Cllr Simmonds proposed the minutes be accepted as a true record. Seconded by Cllr Edwards. All in favour.

Minutes of the meeting held on 25th March 2021 – Cllr Simmonds proposed the minutes be accepted as a true record. Seconded by Cllr Bright. All in favour.

01.07 Matters to Report (only) from previous meetings minutes – nothing raised

01.08 Items from previous meeting

Covid-19 – nothing further to report

Neighbourhood Development Plan – Neil Bridges NDP Committee Chair reported

The VCA public consultation period and online survey have now commenced. Neighbourhood Development plan (NDP) team had originally planned for the survey to run for 3 weeks, 19th March to 9th April but as delivery of the Blowhole was later than expected and they have also had feedback that people would like more time to consider the assessments, they have decided to extend the survey period until the 28th April. They have also revised the online survey to make completion more straightforward.

Adrian Prescott (Clerk)

Signed Chairman.....



The Transport and Infrastructure Work Group has produced some outline policy ideas. The Environmental Work Group and Housing & Development group has also started to draft some policy ideas and are having a joint meeting between the Transport and Infrastructure & Environmental Work Groups to discuss areas of common ideas.

It is worth re-iterating that the current consultation process is solely about the VCA documents. They aim to finalise the draft plan for Parish Council review by the end June and once approved, to go to a 6-week formal public consultation starting mid-July on the NDP submission as a whole. Once the 6 week public consultation process is complete, they can then submit the draft NDP to Cornwall Council for their 8-12 week independent examination process. Once that is complete, we will then start the referendum process and again that takes between 8-12 weeks and the current plan is to hold the referendum in February or March 2022.

Dog Warden – Nothing further to report

Camelford community network – Cllr Simmonds reported the next meeting is after the local elections in June.

CIC/BCTC – Cllr Hockin reported that to maintain social distancing and guide people to the car park toilets, the use of potted plants were being used instead of cones.

Playground – Cllr Ferrett reported he believes the ROSPA inspection was completed yesterday.

Castle Site – Cllr Ferrett suggested a few large stones could be moved to aid crossing of the Butts to link up with the Home Farm footpaths. Cllr Edwards had some images which she would send to the clerk for distribution to councillors. Clerk to arrange a site meeting after 17th May.

Car Park – Cllr Bright reported the planting at the access to the car park was a complete mess of tangled and overgrown brambles. CCllr Jordan agreed to raise this with car park manager.

Bus Shelter – Work has started on the refurbishment of the shelter.

Council/Town/Parish and Commissioner Elections – CCllr Jordan advised the local Council/Town and Parish elections were a first past the post whilst the Crime commissioner was a ranked ballot and all candidates had to be ranked in order of voter preference.

Website – Once face to face meeting can be resumed, Mark Dolan will be invited to give a presentation.

Bottreaux Rise Wall – Clerk asked to seek current situation with planners.

Environmental – Bonfires – To be held over to next meeting.

Forest for Cornwall – The Council had sight of the letter from the WI re planting trees for their 75th Anniversary, they are working with the woodland trust and already have trees for planting.

01.09 Items since last meeting

Insurance renewal – Clerk asked to get additional quote.

Annual Audit – Clerk advised councillors this will be on the agenda for next meeting

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

01.11 Planning Decisions: as listed

01.12 Reports

Cornwall Councillors Report – CCllr Jordan thank the councillors for their support during his term as Cornwall Councillor. He had met a lot of people and learnt a great deal. Cllr Hocking thanked him for his work and wished him, well in the forthcoming elections.

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Chairmans report – Cllr Hockin wished the councillors good luck if there is an election.

Parish Clerk report – nothing further to report.

01.13 Finance

Category	Sub category	Amount	For
Administration	Salary	£1061.81	Salary (Mar)
Administration	Expenses	£120.66	Expenses (Mar)
Open Spaces	Litter	£267.30	PC Litter (Apr)
Administration	Expenses	£6.00	Expenses (Apr)
NDP	Grant	£2001.00	Grant repayment
Administration	SLCC	£166.00	Membership Renewal
Administration	CALC	£411.76	Membership Renewal

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

01.15 Agenda items for next meeting

- Covid-19
- Highways
- Works around the village
- Neighbourhood Development Plan
- Dog Warden
- Camelford community network
- CIC/BCTC update
- Playground
- Castle Site
- Car Park
- Bus Shelter
- Council/Town/Parish and Commissioner Elections
- Website
- Bottreaux Rise Wall
- Environmental - Bonfires
- Forest for Cornwall
- Insurance renewal
- Annual Audit
- Bench on Doctors Corner

With no further business the Chairman closed the meeting at 20.00pm

Date of next monthly meeting Thursday 13th May 2021 (Face to Face)

Adrian Prescott (Clerk)

Signed Chairman.....