

Forrabury & Minster Parish Council



Minutes : 8th July 2021

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Present Cllr Hockin, Cllr Ferrett, Cllr Edwards, Cllr Simmonds, Cllr Bright, Cllr Edwards-Symons, Cllr Yates, Cllr Rodda, and CCllr Jordan

06.01 Apologies – Cllr Potter & Cllr Bridges

06.02 Declarations of Interest – none declared

06.03 Public Participation - 2 members of the public present.

Cornwall Councillors Report – CCllr Jordan reported the case load for Cornwall Councillors has dramatically increased with the reduction in Councillors across the county. Following a residents difficulty in getting to see a doctor at Camelford Surgery he arranged a meeting with the surgery. Following his involvement access to doctors in Camelford has improved. As the chairman of the Constitution and governance committee on Cornwall Council he has emailed all town and Parish Councils for their views of Cornwall Council. Cornwall Council has closed its Brussels office. Next week an extra 10 Covid-19 vaccination centres will be available across Cornwall.

06.04 Planning - To consider planning applications received

06.05 To consider other planning applications received by time of meeting

Application	PA21/05841
Proposal	Listed building consent for removal of existing roof slates, repairs to decaying roof timbers and re-roofing with breathable membrane, new timber battens and re-using existing slates where possible. Stabilise chimney, re-pointing where necessary. Replace asbestos panels in stairwell
Location	4 Valency Row Boscastle Cornwall PL35 0HB
Applicant	Mr Ian Milne

Cllr Simmonds proposed if the documents relating to this application can be seen by the council at the end of the meeting to consider it then. Seconded by Cllr Edwards-Symons. All in Favour.

Cllr Yates accessed the documents on Cornwall Council website towards the end of the meeting and shared the information with the councillors. Cllr Simmonds proposed the council support the application. Seconded by Cllr Bright. All in favour.

06.06 Minutes

Minutes of the meeting held on 8th June 2021 – Minutes produced by Cllr Yates due to clerk absence. Cllr Simmonds proposed the clerk listen to the recording of the meeting and produce a fresh set of minutes. Seconded by Cllr Rodda. 2 in favour, 5 against and 1 abstention. Cllr Bright proposed the minutes be accepted as a true record. Seconded by Cllr Hockin. 6 in favour, 2 against.

Minutes of the meeting held on 10th June 2021 – Clerk asked to check the audio re the planning application section as it appears to be transposed and re submit the minutes for approval.

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

06.08 Items from previous meeting

Covid-19 – Cllr Simmonds asked councillor to think about ways the council could support local events etc. as part of the move to a normal way of life

Adrian Prescott (Clerk)

Signed Chairman.....

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Website – Cllr Yates reported he and Cllr Bridges had received two quotes from similar website providers and outlined the significant cost variations between the two. The recommendation from Cllrs Yates and Bridges is to use a local provider. Cllr Yates proposed the council accept the quote from the local provider and he would instigate the initial set up of domain name and email accounts. Seconded by Cllr Edwards-Symons. All in favour.

Highways – Cllr Bright reported the hedges on Penally Hill between Boscastle and the Tresparratt turn are overgrown and bulging out. Clerk to report. Cllr Rodda reported the issues of parking at the top of Fore Street and the High street. CCllr Jordan would check traffic warden schedule for the are.

WI – nothing further to report.

Works around the village – the clerk had looked on line at noticeboards which can cost around £1000 each. It was suggested the council ask for quotes from local carpenters. Drain outside gateway building is loose clerk to report.

Neighbourhood Development Plan – Three councillor had volunteer to work as part of the NDP committee and awaiting response from community following recent Blowhole publication. Cllr Yates would send a copy of the notice to the clerk for inclusion in the noticeboards.

Graveyard – Cllr Ferrett proposed a small team of himself, Cllr Hockin and Rev Aston investigate this further. Seconded by Cllr Simmonds. All in favour.

Playground – Cllr Ferrett and Cllr Simmonds had meet contractors on site to arrange quotes for fence and step repairs. Awaiting quotes. Cllr Ferrett report he had received and had handed to the clerk an anonymous donation of £100 for the Playground

Dog Warden – Cllr Hockin reported he had spoken with someone who may be interested and put them in contact with the previous dog warden to get a better idea of what the role entails.

Camelford community network – Cllr Hockin and Cllr Ferrett attended the recent meeting via Zoom, the meeting appointed Claire Hewlett as Chair and Roger Lyle as vice chair. The traffic/parking issue at Trehev / Bossiney is being addressed. The A39 Camelford bypass is progressing.

Future meetings and topics:

28th September 2021 – Health including dentistry and the future of the health facilities in Camelford

30th November 2021 – Infrastructure growth in line with population growth.

25th January 2022 – “20 is plenty” and highway schemes

29th March 2022 – Footpath, signage and maintenance.

CIC/BCTC – Cllr Yates reported the mini bus has two scheduled trips arranged, and would send the clerk posters for the noticeboards.

Castle Site – Cllr Rodda reported he, and the clerk meet with a fully licenced local contractor on site to identify if any Japanese Knotweed was present. Three small areas were identified and clerk agreed with the contractor for the necessary remedial action to be taken at the most appropriate time.

Cllr Hockin report the bench repairs are now complete. He also showed the council notices reminding users of the site to keep their dogs on leads and to pick up their poo. Clerk to set a date for Castle site walkaround.

Car Park – Cllr Bright indicated another 26 spaces could be achieved with some modification to existing layout.

Bottreaux Rise Wall – nothing further to report.

Banking – The clerk has the revised mandate from signed and ready to submission.

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06.09 Items since last meeting

Council Documentation Review

The clerk handed each councillor a copy of the new Code of Conduct and the current Parish Council Risk Assessment. Councillors asked to review the documents ahead of next meeting for adoption as council documents.

06.10 Correspondence – The clerk asked to write to Boscastle CIC and thank them for the wild card for the gateway building.

06.11 Planning Decisions: as listed

06.12 Reports

Cornwall Councillors Report – see item after public participation above.

Chairmans report – Cllr Hockin reported the image on the bus shelter needs replacing as the chemicals in the old Perspex have bubbled the image. Cllr Bright proposed the council replace the Perspex at a cost of £300 and the image. Seconded by Cllr Simmonds. All in favour.

Parish Clerk report – nothing further to report.

06.13 Finance

<u>Category</u>	<u>Sub category</u>	<u>Amount</u>	<u>For</u>
Administration	Salary	£1061.61	Salary (June)
Administration	Expenses	£108.21	Expenses (June)
Open Spaces	Litter	£552.42	PC & NT Litter (July)
Section 137	Grant	£250.00	Community cooking project
Administration	Audit	£744.00	Barkers accountants
Administration	Training	£72.00	Councillor training
Open Spaces	Agency	£465.00	Grass 2 nd cut
Open Spaces	Castle site	£176.00	Bench timber renewal

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

06.15 Agenda items for next meeting

- Covid-19
- Website
- Highways
- WI
- Works around the village - noticeboards
- Neighbourhood Development Plan
- Graveyard
- Playground
- Dog Warden
- Camelford community network
- CIC/BCTC update
- Castle Site

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Car Park
Bottreaux Rise Wall
Banking
Council Documentation Review
Code of Conduct
Risk Assessment

With no further business the Chairman closed the meeting at 21.10pm

Date of next monthly meeting Thursday 12th August 2021

Adrian Prescott (Clerk)

Signed Chairman.....