

Minutes 12th October 2023

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

09.01 Apologies – Cllr Rodda

09.02 Declarations of Interest – Cllr Bright declared an interest in planning application PA23/07947 if it is discussed and asked for dispensation to talk if it is discussed. Cllr M Smith proposed dispensation be given. Seconded by Cllr Simmons. All in favour.

09.03 Public Participation – no members of the public present.

Cornwall Councillor Report – he has been lobbying the police for speeding enforcement, he has been asked to send a list of roads that need monitoring to a police inspector. The idea for speed watch, if there are enough volunteers, is that they would monitor villages away from where they lived. The Government has agreed 100% to the business case for the Camelford By-pass. Cornwall Council is keen to build more affordable housing but there is shortage of house builders.

09.04 Planning – To consider planning applications received –

| | |
|-------------|--|
| Application | PA23/07526 |
| Proposal | Extension to the farm shop for additional storage and retail area and provision of staff car parking |
| Location | Boscastle Farm Shop Hillsborough Penally Hill Boscastle Cornwall PL35 0HH |

Cllr Edwards proposed the council support the application on condition the vehicle access is made safer by increasing the splay vision. Seconded by Cllr Simmonds. 6 in favour 3 against.

| | |
|-------------|--|
| Application | PA23/07926 |
| Proposal | Erection of an agricultural livestock building |
| Location | Villa View Slaughterbridge Camelford Cornwall PL32 9TT |

Cllr M Smith proposed the council support this application. Seconded by Cllr Bridges. All in favour.

09.05 To consider other planning applications received by time of meeting. –

Cllr Yates proposed the council consider the following application at this meeting. Seconded by Cllr Edwards. All in favour.

| | |
|-------------|---|
| Application | PA23/07947 |
| Proposal | Convert garage to utility/shower room, create new hallway and erect sunroom |
| Location | 12 Eglos View, Boscastle Cornwall |

Cllr M Smith proposed the council support the garage conversion but object to the sunroom as it will impact the privacy of adjoining properties, too big for the plot, not in keeping and visible from the public highway. Seconded by Cllr Yates. All in favour. Cllr Bright abstained.

09.06 Planning Decisions: as listed (see website)

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09.07 Minutes

Minutes of the meeting held on 14th September 2023 – Cllr Simmonds proposed, the minutes be accepted as a true record. Seconded by Cllr Edwards. All in favour. Cllr L Smith abstained not at meeting.

Cllr Yates asked if a column on the left of the minutes could be added to readily identify action owner initials.

PC

09.08 Matters to Report (only) from previous meetings minutes – Nothing to report.

09.09 Finance

| Category | Sub Category | Amount | For |
|----------------|------------------|----------|-------------------------|
| Administration | Staff Costs | £578.84 | Litter PC & NT (Oct) |
| Administration | Staff Costs | £1150.59 | Salary (Sept) |
| Administration | Staff Expenses | £52.90 | Expenses (Sept) |
| Administration | Environment | £200.00 | September |
| Projects | Play Area | £7280.40 | Balance payment |
| Administration | Website | £225.00 | Parish web hosting |
| Agency | Grass Cutting | £595.00 | 5th Grass cut |
| Administration | Other | £77.50 | Laptop Battery |
| Project | Castle Site | £200.00 | Boundary Clerance |
| Park & Open | Play Area Maint. | £330.00 | Rubber Matting relaying |

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

- Insurance – Cllr Simmonds and Cllr Bridges agreed to review the current insurance policy and sums assured and provide recommendations by end of January 2024.
- Risk Assessment – Clerk asked to include the castle site under Physical Equipment or Areas and update branding.
- External Audit Report – Cllr Yates proposed the council review the insurance and risk assessment annually at its October meeting. The Clerk to advise the internal auditor (Barkers Chartered Accounts) that they need to complete all boxes on the AGAR form. If not applicable tick “not covered” with a short reason. Seconded by Cllr Bright. All in favour.
- Precept and Budget - Meeting on 16th November to set budget and precept for 2024/25

NB

SS

PC

PC

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

Letter from Cornwall Council re emptying bin on castle site – Parish Council have been giving two options. Option 1 for Cornwall Council to continue emptying it at £2120 per year or Option 2 the parish council arrange emptying. Cllr Yates proposed the council adopt option 2 and retain the bin. Seconded by Cllr L Smith. All in favour. Clerk to advise Cornwall Council.

PC

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Email and business case received from Boscastle Village Archive team requesting funding help to procure IT equipment to catalogue the collection. Cllr M Smith proposed the Parish Council purchase the equipment and loan it to the Archive Team. Seconded by Cllr Yates. All in favour. Clerk to contact and arrange purchase.

PC

09.11 Reports

Chairmans Report – Chair thanked Cllr Long for the Doctors Corner hedge cutting.

Parish Clerk Report – Clerk reported the dog poo bin on Doctors Corner has been replaced with a multi-use bin. The Community Infrastructure Levy grant of £20000 for the play area project has been received. A further CIL payment of £731 has also been received. The community chest grant from CCllr Jordan for the football club towards playing field grass cutting has been received. Clerk to include in next month’s payments.

PC

09.12 Items from previous meeting

Highways –

Doctors Corner – Hedge – Hedge has been cut back.

Pedestrian Routes – Cllr Yates reported that he and Cllr Bridges had met yesterday and are proposing, from result of feedback, to modify the post at the top of Green Lane/Paradise Triangle to direct people along Paradise to High Street with an additional post on Mount Pleasant triangle directing people down High Street to the harbour and towards the Valley trail at Minster. Awaiting feedback from National Trust re wording and obtaining a revise quote.

NB
RY

Traffic Regulation Order (TRO) – The clerk had been asked at the previous meeting to seek clarity on the state of TRO from Highways and the proposals for a follow up TRO. The clerk advised that the original TRO has been sealed and is enforceable. The agreement to increase the double yellow lines at the top of Fore Street requires an update to the post consultation report with the amendment which requires funding which Cllr Jordan is providing. With Regard the original TRO the clerk asked councillors to identify the differences between the approved drawings on Cornwall Council website and what is on the ground.

ALL

Play Area –

Monthly inspection - Cllr Simmonds reported that overall, the equipment is very good but there are concerns with the junior multi-play tower. Cllr Bridges confirmed the handrail/banister has become detached with the newel post completely out of the ground. Which does not look like natural deterioration. Cllr M Smith agreed to have a look to see if it a simple job. Otherwise, the council will close off the dangerous area of the equipment. The entrance path rubber matting has been relayed.

MS
SS/NB

CCTV monitoring – The council discussed the implications and agreed the first step is to seek the public views. Cllr Bridges agreed to produce a sign for councillors’ consideration.

Car Park

NB

Electric Charging – Cllr Yates reported on behalf of the Boscastle Chamber of Trade and Commerce (BCTC) that they still in discussion/answering questions from Cornwall Council.

Castle Site –

Paths & Steps – Cllr Simmonds reported the current direct path down on the right of the mounds is very steep and dangerous. The suggested route from Historic England (HE) alongside the wall has been cleared of overgrowth to expose a potentially better route. It hasn’t been set out as a path yet as we need to work closely with, HE. Cllr Yates asked about

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the large bushes on the mound. The Monumental Improvement Project may provide funds to remove them as they regard them a problem and a threat to the monument.

Monumental Project – Clerk reported the project had secured funding until March 2025. The project is seeking to recruit a new project manager. Clerk was asked to seek feedback of the geophysical survey and the discovery day.

PC

Land Boundaries – Cllr Hockin reported he had spoken with the contractor and arranged with them that they would give a couple of day notice then Cllr Hockin would purchase the materials. Cllr Hockin expressed concern that the centre rail would be too high and suggested it be installed lower to help tension the metal netting. Castle site team to investigate.

TB
MS
SS

CCTV monitoring – The council discussed the implications and agreed the first step is to seek the public views. Cllr Bridges agreed to produce a sign for councillors’ consideration.

NB

Works around the Village -

Paradise Triangle – The clerk advised that two quotes have been received one on a hourly rate of £35 and the other on a daily rate of £300. Both would charge extra to remove spoil from the site. The councillors suggested another contractor who may be able to chip the spoil on site to a mulch.

FH
MS
LS

Boscastle Village Archive –

Cllr Simmonds reported a couple of donations have been received and re being assessed.

Anti-Social Behaviour – Cllr Yates has been encouraging member of the public to report all incidents to the police. Incidents are continuing with damage to boats in the harbour. Cllr Hockin had experienced aggressive behaviour first hand while sweeping the bus shelter.

Community Parish Champion – Cllr Yates Thanked Cllr Long for getting a quote for a plaque/trophy. The clerk suggested a couple of changes to dates for selection a committee to better coincide with the Annual Parish Meeting with the clerk making an initial check of nominations to prevent dubious nominations, the committee sift the nominations and bring final recommendations back to council for ratification.

PC
RY

Website – Cllr Bridges and Cllr Yates had a meeting yesterday and the developer is in the process of saving the content of the current site boscastlecornwall.org.uk and putting a flash screen up informing that the Parish council is redesigning the site and any content provider if they wish information to be retained to inform the clerk.

Cllr Hockin advised that at the last meeting of the Village Hall committee it was suggested having Wi-Fi available in the hall and would the council consider contributing to the cost. Councillors asked to consider this for next meeting. Village Hall lease is due for renewal in 3 years. Clerk to find lease agreement. Clerk is working on the website library and has tested the functionality with Cllrs Yates and Bridges.

ALL
PC

Communication – Nothing further to report.

Performance Management – Nothing further to report.

Council Documentation Review – Risk Assessment reviewed in agenda item 09.09 finance.

09.13 Items since last meeting - nothing

09.14 Agenda items for next meeting

The clerk would add under Finance; Insurance Review, Risk Assessment Review, Audit Report (produce plan/action to address issues).

Highways

Pedestrian Routes - *signage locations and wording*

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Traffic Regulation Order (TRO) – *Review and expressions of interest*
Play Area –
 Monthly inspection *report and equipment update*
 CCTV monitoring – *investigate options.*
Car Park
 Electric Charging – *progress update*
Castle Site
 Paths and steps – *progress report*
 Monumental project - *update*
 Land Boundaries – *fence progress report*
 CCTV monitoring – *investigate options.*
Boscastle Village Archive - *report*
Anti-Social Behaviour – *increase in instances reported.*
Community Parish Champions – *recognition of peoples good will*
Website - *discuss future of boscastlecornwall.org.uk website.*
Communication – *comms group update*
Works around the village
 Paradise Triangle – *update on contractor progress*
Boscastle Village Hall – *Wi-Fi and lease*
Precept & Budget – *Meeting on 16th November*
Council Documentation Review

With no further business the Chairman closed the meeting at 21.14pm

Date of next monthly meeting Thursday 9th November 2023 in the Village Hall