

TINTAGEL PARISH COUNCIL



'Tintagel's Great Seal'

Clerk. Mrs S.J. Moth
Phone: 01840 770022
E-mail : clerk@tintagelparishcouncil.gov.uk
Website: www.tintagelparishcouncil.gov.uk

Lincoln House,
Treven,
Tintagel,
Cornwall.
PL340DT

28th July 2014

Minutes of the Extra-Ordinary Meeting of Tintagel Parish Council held on Wednesday 23rd July 2014

Present: Cllrs. Dyer, Wickett, Spurdens, Brooks, Dorman, Hodge, Hockerday, Lewis and Goward
Apologies: Cllr. Flower
Five members of the public were present

Declarations of Interest

Cllr. Hodge declared an interest in Planning Applications PA/05968 & 05967 being a near neighbour.
Cllr. Wickett declared an interest in Planning Applications PA/05968 & 05967 being a friend of the applicants.

Invitation to members of the public to speak prior to meeting regarding items on the Agenda (10 minutes allowed for this item)

Matt Ward came to speak about the £1.4m project proposed for Tintagel Castle, the planning application for which was on tonight's Agenda. He briefly outlined the work to be carried out. Cllr. Hodge asked whether prices would be held and opening hours increased to include winter weekdays. Mr. Ward understood that prices would increase slightly but that as far as he was aware there were no proposals to extend opening hours in the winter.

Mr. Sandercock asked Mr. Ward questions about the proposals.

Mr. Sandercock raised issues he felt were incorrect with the NDP questionnaire in that some of the questions were definitive statements.

PLANNING APPLICATIONS

PA14/05729 Ms. Ann Towers, English Heritage, Tintagel Castle, Castle Road, Tintagel, Cornwall
Improvements to visitor facilities comprising: relocation of existing skip and associated landscaping, separation of vehicular and pedestrian traffic within drop off area, improved drainage and service routes, removal of existing stepped bridge and provision of new ramped bridge and new link bridge across stream, relocation of walls, improved materials within forecourt, small extension to and new canopy to Visitor Centre, removal of existing ticket hut and construction of new ticket kiosk
It was proposed by Cllr. Goward, seconded by Cllr. Brooks and RESOLVED that no objection be made to this application. All in favour.

PA14/05918 Mrs. N. Good, Trelawnie, Trebarwith Strand, Tintagel
Remove damaged stone retaining wall and construct new mass blockwork retaining wall with stone facing
It was proposed by Cllr. Hockerday, seconded by Cllr. Dorman and RESOLVED that no objection be made to this application. All in favour.

Cllrs. Wickett & Hodge had declared an interest in the following two applications and took no part in the discussion nor did they vote.

PA14/05968 Mr. & Mrs. W.P. & M.A. Nute, Clifden Farm, Halgabron, Tintagel
Application for removal of condition 2 on Decision Notice 93/2223 for change of use of redundant farm building to one unit of holiday accommodation with car port (holiday occupancy condition)
It was proposed by Cllr. Spurdens, seconded by Cllr. Goward and RESOLVED that no comment be made on this application. Two abstentions, remainder in favour.

PA14/05967 Mr. & Mrs. W.P. & M.A. Nute, Clifden Farm, Halgabron, Tintagel
Application for removal of condition 2 on Decision Notice 93/2222 for change of use of farm outbuilding to one unit of holiday accommodation (holiday occupancy condition)
It was proposed by Cllr. Spurdens, seconded by Cllr. Goward and RESOLVED that no comment be made on this application. Two abstentions, remainder in favour.

Also to consider any other applications received since the Agenda was published.
No further applications received.

CO-OPTION OF PARISH COUNCILLOR

Notification from Cornwall Council that the Parish Council should proceed to co-opt
It was proposed by Cllr. Wickett, seconded by Cllr. Spurdens and RESOLVED that the Clerk display Notices for Co-option the following week and that prospective applicants be interviewed at the September meeting. All in favour.

NEIGHBOURHOOD DEVELOPMENT PLAN

- **To consider the structure of the Neighbourhood Development Plan Steering Group**
- **To consider and discuss a report on progress to date**

It was proposed by Cllr. Wickett, seconded by Cllr. Hodge and RESOLVED that Janet Brown, Chairman of the NDP Steering Group be invited to speak with members of the parish council during this part of the meeting. All in favour.

The Amended Terms of Reference and Draft Minutes of the NDP Meeting held on the 14.7.14 had been copied to members of the parish council but the acceptance of the Terms of Reference item was not received in time to be placed on this Agenda.

Mrs. Brown read out the report from NDP Steering Group in full. It was noted that the next meeting date was proposed for a Bank Holiday Monday, so Mrs. Brown would arrange for this to be changed.

Members noted the report and also the NDP minutes of 14.7.14 which had previously been circulated. The composition of the Steering Group on the NDP Group's Minutes was noted. It was felt that the credibility of the group should not be compromised by personal interests of members. The group were encouraged to make use of the support available from Cornwall Council and other Parish Councils who are more advanced in the NDP process. It was understood that a lot of advice had already been taken with regard to the production of the Plan and the work currently being undertaken. A discussion took place about the format of the NDP Steering Group, future smaller working groups and progress to date. It was felt that members of the Steering Group should declare any interests, as do parish councillors in their Parish Council role so as not to compromise the credibility of the Group and its work to date. The Clerk noted that anyone involved with the plan may have an interest in a particular piece of land in the parish, i.e. their own land. Cllr. Hodge felt the Clerk should take advice from Sarah Mason regarding the format of the Group and whether members could be asked to sign up to the Parish Council's Code of Conduct. The Clerk would make further enquiries. The Clerk advised that this discussion had taken enough time and that she felt the Parish Council should move on to the next item on the Agenda. Mrs. Brown confirmed that she was happy to continue with the current group composition at the present time, and that if she should have any concerns that issues were being raised which were personal to any member, that she would report this to the Parish Council to take whatever action is deemed appropriate. Given that Cllr. Roberts has recently resigned from the Parish Council and the Steering Group, and Cllr. Hockerday has also resigned from the Steering group, Cllr. Wickett confirmed that he would join the Steering Group and attend the next meeting.

Following general discussion about progress to date and the assurance from members of the Parish Council that they continued to support the work of the NDP Steering Group, it was proposed by Cllr. Goward, seconded by Cllr. Dorman and resolved that the Parish Council resume its meeting as per Standing Orders. All in favour.

CORRESPONDENCE REQUIRING ATTENTION BFORE SEPTEMBER MEETING

To consider a letter received from Chacewater Parish Council regarding Cornwall Council (copy circulated to members with Agenda)

The letter had been forwarded to members. The Clerk had that same day, received a copy of the reply to the letter from the leader of Cornwall Council. The letter was read out, noted and no further action would be taken.

To consider action re: feeding of birds by tourists/residents in Trevena Square

The Clerk had received reports that birds were being fed by visitors and locals alike in Trevena Square. It was proposed by Cllr. Dorman, seconded by Cllr. Spurdens and RESOLVED that laminated signs be provided for the time being, or if these were not suitable for the long-term, more substantial signs be obtained as necessary. Two abstentions, remainder in favour.

ACCOUNTS PAYABLE

To give authority for the cheques for the accounts outstanding at 1st August 2014 to be signed by two members of the Parish Council

It was proposed by Cllr. Spurdens, seconded by Cllr. Dorman and RESOLVED that the Clerk be given authority to obtain signatures for the cheques from two parish councillors on the 1.8.14. All in favour.

TO CONSIDER THE FOLLOWING RESOLUTION:-

The following resolution was proposed by Cllr. Dorman, seconded by Cllr. Spurdens and RESOLVED. All in favour.

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the following item:-

STAFFING MATTERS

- **To consider a letter received from Mrs. S.J. Moth (Clerk) regarding future cover at Tintagel Visitor Centre**
- **To give further consideration to the previous discussions regarding the possible appointment of a Visitor Centre Manager and associated expenditure**
- **Draft Job Description for Visitor Centre Manager (copies sent to members 16.6.14)**

The matter was discussed in great detail. Cllr. Wickett felt it was crucial that the Parish Council continued to support the Visitor Centre and that this should be in a financial way if a member of staff needed to be appointed. He noted that the Parish Council supported many other ventures in the parish and the Visitor Centre was as important as any. It was proposed by Cllr. Wickett, seconded by Cllr. Spurdens and RESOLVED that the Parish Council should fund a manager post as necessary. All in favour.

Cllr. Dorman left the meeting at 8.50 p.m.

Cllrs. Hodge, Wickett, Dyer, Lewis and Spurdens agreed that they would help with the production of the Guide to assist the Clerk with obtaining advertising revenue.

It was proposed by Cllr. Hodge, seconded by Cllr. Wickett and RESOLVED that the Clerk and Cllr. Hodge would prepare a letter, subject to full Council approval, to be sent to all volunteers advising them of the possibility of a paid position arising in the spring of 2015 to gauge interest. All in favour.

There being no further business, the Chairman closed the meeting at 9.20 p.m.