

# TINTAGEL PARISH COUNCIL



'Tintagel's Great Seal'

Clerk: Carolyn Y. May LLB (Hons), M.A. (Finance & Investment), B.Sc.

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24<sup>th</sup> June 2020

Dear Sir/Madam

***You are invited to attend a virtual Meeting of Tintagel Parish Council to be held on Wednesday 1st July 2020, commencing at 7.00 p.m. to transact the business stated below. The meeting will take place through the use of Zoom Video conferencing and any member of the public wishing to 'attend' is welcome to do so but must provide the appropriate contact email in order to the Parish Clerk, in order to be included on the list of attendees. Normal regulations will apply to public participation in discussions.***

*Carolyn Y. May*

Clerk to the Parish of Tintagel

**Attendees please note:**

***This meeting has been advertised as a public meeting and, as such, could be filmed or recorded by broadcasters, the media, Councillor, or members of the public.***

***Please be aware that, whilst every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this, especially if you are speaking or taking an active role.***

***Please Note - Any persons who wish to record the meeting should declare their intention to do so, prior to the commencement of the same.***

***The Meeting will be recorded by the Parish Clerk, on behalf of the Parish Council***

- Apologies
- Declarations of Interest
- Invitation to members of the public to speak prior to meeting, (10 minutes allowed for this item) - Participants attention is respectfully drawn to the Parish Council's 'Public Participation Policy', which sets out the rules governing this part of the agenda - only items listed on the said agenda may be discussed.\*

## AGENDA

**Minutes** - To Approve the Minutes of the previous meeting, held on the 3<sup>rd</sup> June 2020 (Appendix A)

**Planning Applications** – Appendix B

**Planning Decisions** – Appendix C

**Accounts Payable** – Appendix D

**Annual Governance & Accountability Statements – To follow**

- Statement of Internal Auditor
- Annual Governance Statement
- Annual Accounting Statement

**Co-option** – Notice of co-option applications - in accordance with Cornwall Council (Democratic Services) Advice.

**Tintagel Visitor Centre** – Cllr Brooks

**Updates:**

Public Lavatories (Trevena / TVC)

Reported Matters

**Correspondence**

Letter of Thanks

Email correspondence – thanks

Email correspondence – support

Letter of Service Withdrawal – and associated email

**\* Public Participation**

- Persons wishing to speak at any meeting can only do so in relation to decision items on the agenda
- In respect of questions at Council meetings, members of the public must give notice in writing to the Parish Clerk, by no later than noon on the Friday before the Council meeting. The notice must specify the nature of the question in enough detail to enable a reply to be prepared. Questioners have the right to ask one supplementary question once they have received the chairman's response.
- Contributions are limited to one per person per item and no person shall speak for more than 3 minutes, except in exceptional circumstances, to be determined by the Chairman.

**Next Meeting** - The next Scheduled meeting is on Wednesday 2<sup>nd</sup> September 2020.

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House

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**A2 Victoria Advent**

**Station Approach**

**Roche**

**Cornwall**

**PL26 8LG**

4<sup>th</sup> June 2020

**Minutes of the Virtual Meeting of Tintagel Parish Council**  
**Wednesday 3<sup>rd</sup> June 2020**

**Present:** Cllr Flower (Chairman), Cllr Brooks, Cllr Harper, Cllr Pearse, Cllr Callcut, Cllr Tremain, Cllr Coshall

**Members of the Public:** three

Prior to the commencement of the meeting, the Clerk read out the notice relating to the recording/ filming of the meeting and advised all participants that the meeting would be recorded by the Clerk.

**Apologies:** None

**Declarations of Interest:** None

**Invitation to members of the public to speak prior to the meeting:**

No requests had been received, to address the Parish Council

**MINUTES**

**Minute 07 – 2020/21**

The Minutes from the Parish Council Meeting, held on the 13<sup>th</sup> May 2020 were considered by Members, on a page by page basis. No issues were raised in relation to the same.

It was **proposed** by Cllr. Pearse **seconded** by Cllr. Brooks and RESOLVED that the minutes be signed as a true record of the meeting. Unanimous. **Carried.**

**PLANNING MATTERS**

**Minute 08 – 2020/21**

**PA20/04001** - Members were of the opinion that the proposal amounted to the over-development of the area. It was **proposed** by Cllr Brooks, **seconded** by Cllr Flower and RESOLVED, that the Parish Council would **object** to the application. Unanimous. **Carried.**

**Minute 09 – 2020/21**

**PA20/00920/PREAPP** - It was **proposed** by Cllr Brooks, **seconded** by Cllr Flower and RESOLVED, that the Parish Council would **not comment** the application. Unanimous. **Carried.**

**Minute 010 – 2020/21**

**PA20/04009** - It was **proposed** by Cllr Brooks, **seconded** by Cllr Pearse and RESOLVED, that the Parish Council would **not object** to the application. Unanimous. **Carried.**

**Minute 11 – 2020/21**

**PA20/04094** - It was **proposed** by Cllr Brooks, **seconded** by Cllr Flower and RESOLVED, that the Parish Council would **not comment** the application. Unanimous. **Carried.**

**Minute 12– 2020/21**

**PA20/03814** - It was **proposed** by Cllr Pearse, **seconded** by Cllr Brooks and RESOLVED, that the Parish Council would **not object** to the application, on the condition that patrons of the facility were not permitted to park on the main road. Unanimous. **Carried.**

**Minute 13– 2020/21**

**PA20/03842** - Members considered the request from the ‘Friends of Pendower Beach’ and the groups’ objection to the proposed development. Cllr Flower stated that our own area lies within an ANOB and that failure to oppose such development (which flies in the face of the ANOB purpose) could create a precedent for all ANOB areas, resulting in wholesale development of the same.

It was **proposed** by Cllr Brooks, **seconded** by Cllr Flower and RESOLVED, that the Parish Council would support the request of the Friends of Pendower Beach, and **object** to the application. Unanimous. **Carried.**

**PLANNING DECISIONS** – Noted

## **FINANCE**

### **Accounts Payable – Appendix C**

#### **Minute 14– 2020/21**

Members considered the schedule of payments to be made.

It was proposed by Cllr Brooks, seconded by Cllr Flower and RESOLVED that the schedule of accounts, at Appendix C, would be accepted. Unanimous. **Carried.**

#### **19.22 hrs – Cllr Coshall joined the meeting.**

**NEW MEMBER** – Cllr Flower welcomed Cllr Coshall, as a Member of the Parish Council.

#### **TINTAGEL VISITOR CENTRE**

Following on from the TVC discussion of the 13<sup>th</sup> May, Cllr Brookes addressed the meeting in relation to the comments and observations received.

Cllr Brooks advised the meeting that, since 2017, the TVC had sustained losses of £47,648. He added that figures prior to the period reported on had not been available to provide evidence of other gains/losses. He stated that the losses amounted to a loss of public monies and stressed that the situation could not continue.

When the facility had been purchased initially, it had been clearly stated that there was a requirement to run the same for a period of three years – as a visitor centre. Thereafter, in the event that the facility did not ‘pay its way’, then the building could be disposed of. There has never been a need for the facility to make a profit, only cover its costs. That was clearly not happening.

Cllr Brooks added that attempts had been made to update the building and the stock, but current circumstances and the lack of footfall have thwarted the efforts to improve performance. He stated that the time has now come to consider the future of the facility.

Cllr Brooks advised the Meeting that the matter had been considered at the Precept Setting meeting two years ago and that it had been agreed at that juncture, that the TVC should be given 12 months to ‘turn itself around’ or close. The performance improvement had not happened, yet nothing had been decided. It was agreed by Members that there cannot be a continuous granting of 12-month periods for improvement. Each year the losses are increasing, and the Parishioners are paying.

Members expressed their concerns at the losses and discussed options to either improve the performance of the TVC, or to determine its future role in the community.

Several Members suggested that the building would be better employed as a small community space, for use by Parishioners. There was a belief that the Parish had to become more adept at ‘looking inward’, to provide for Parishioners.

Cllr Callcut stated that he did not agree with the level of losses incurred but stressed that something was needed to provide visitors with information.

Cllr Brooks suggested that a small facility could be provided in Trevena Square, where brochures and leaflets could be made available. That provision did not require a building the size of the TVC. Members agreed that the idea would meet the needs of tourists to the area.

Cllr Brooks stated that the only three viable options for the building were:

- To sell the building and re-invest the monies (minus the amount outstanding on the PWL);
- To lease the building to a third party, or;
- To use the building as a community space (this option would incur some costs).

The Clerk advised that, should the Members elect to sell the building, there would be a need to fully advertise the same and ensure that 'best value' was achieved.

Cllr Flower felt that the facility should be given a further year to operate. However, it was **agreed** that the future use of the facility would be decided at the next meeting on 1<sup>st</sup> July 2020.

## **UPDATES**

- **Lavatories – TVC/ Trevena Square**

### **Minute 15- 2020/2021**

The Clerk enquired about the plans to re-open the public lavatories in the village, advising the meeting that a local business owner had raised the matter with her. Cllr Pearse advised that the same person has also communicated with her on the matter.

Whilst it is accepted that there are issues which arise with the closure of the facilities, the existing set-up of the building would be deemed 'not-fit for purpose' in the current climate. Furthermore, the level of cleaning which would have to be undertaken would add further financial pressure to the Parish Council. No monies have been forthcoming from Cornwall Council, with which additional costs could be off-set.

It was **proposed** by Cllr Flower, **seconded** by Cllr Brooks and **RESOLVED** that the lavatories at Trevena Square and at the TVC would not be re-opened until it was safe and appropriate to do so, and that the matter would be discussed at the next meeting. Unanimous. **Carried.**

- **Trevena Square Floral Display**

The Clerk asked the Members what they wished her to do in relation to the hanging baskets at Trevena Square, this year. She added that, although there had been provision made in the budget, she had not yet ordered the baskets from the garden centre, due to the current lockdown situation. However, having held a brief discussion with the Handyman, it was felt that he would be able to fill the baskets himself.

It was **agreed** that the Handyman should be asked to provide the hanging baskets for Trevena Square this year.

## **CORRESPONDENCE**

**Trevena Square Bridge** - A member of the public reported the dangerous condition of the bridge at Trevena Square, to the Parish Clerk who, in turn, reported the matter to Cornwall Council.

Despite the matter having been reported, the bridge had not been repaired prior to the last public holiday, and there were concerns that an accident could occur.

The Clerk asked the handyman to effect repairs to the same, in order to avoid injuries. We now have an invoice for the repair to send to Cornwall Council.

**Tintagel Castle** - The Clerk reported that she had spoken to Mr Michael Williams from English Heritage. He advised the Clerk that Tintagel Castle would open on 4<sup>th</sup> July. Tours would be on a pre-booked basis.

**St Nectans' Glen – Licencing Application** – The Clerk advised the meeting that she had received correspondence from the Cornwall Council Licencing Department, stating that there is to be a hearing to determine the application. This will be held by way of a 'Virtual' Hearing, to be held on Wednesday 17<sup>th</sup> June 2020 at 10.00 am. Several Councillors stated their desire to be included in the meeting and the Clerk undertook to provide them with the correspondence etc, appertaining to the same.

**At 20.07 hrs, the Public Meeting ended, and members of the public absented themselves.**

#### **Minute 16 - 2020/2021**

It was proposed by Cllr Flower, seconded by Cllr Brooks and RESOLVED that The meeting would move into Committee, in order to discuss the matters which were, by their very nature, confidential. Unanimous. **Carried.**

#### **PART II Meeting**

#### **Minute 17 - 2020/2021**

**Acquisitions** - It was proposed by Cllr Pearse, seconded by Cllr Coshall and RESOLVED that the matter would now be passed to the Parish Council's solicitor for further action. Unanimous. **Carried.**

#### **Minute 18 - 2020/2021**

**Reported Matters** - It was proposed by Cllr Brooks, seconded by Cllr Coshall and RESOLVED that the matter would now be raised with regulatory bodies. Unanimous. **Carried.**

**The Meeting Closed at 20.32 hours**

**Next Meeting: Wednesday 1<sup>st</sup> July**

Reference	PA20/04811
Alternative Reference	
Application Validated	Tue 23 Jun 2020
Address	Bramble Nook Back Lane Bossiney Tintagel Cornwall PL34 0AU
Proposal	Construction of single storey rear extension (demolition of existing conservatory), 2 new rooflights to rear and flat roof infill between dormers
Status	Awaiting decision

Reference	PA20/00920/PREAPP
Alternative Reference	n/a
Application Validated	Thu 14 May 2020
Address	Pendragon House Trevillick Tintagel Cornwall PL34 0DN
Proposal	Pre application advice for erection of two bedroom single storey, residential eco home
Status	Decided
Decision	Closed - advice given
Decision Issued Date	Tue 23 Jun 2020

Reference	PA20/03814
Alternative Reference	PP-08698786
Application Validated	Wed 06 May 2020
Address	Bossiney Lodge Bossiney Road Bossiney Tintagel PL34 0AY
Proposal	Change of use of property to flexible uses as a dwelling and tea rooms (C3 and A3 uses) (Retrospective)
Status	Decided
Decision	Approved (Statutory/one condition only)
Decision Issued Date	Wed 24 Jun 2020

## APPENDIX D

	Type	Payee	Amount (Net)	VAT	Total	BUS BANK BAL
1072020	DD	Corona Energy	34.92	6.99	41.91	25690.58
1072020	DD	Opus Energy	98.24	19.65	117.89	
1072020	DD	BG Business	181.50	36.30	217.80	
1072020	BACS	Andy Pearce	975.00	0.00	975.00	
1072020	BACS	SeaDog IT	84.85	0.00	84.85	
1072020	BACS	Rowe Accountants	500.00	0.00	500.00	
1072020	DD	Google Ireland	4.14	0.00	4.14	
1072020	BACS	Callywith Accountants	175.00	35.00	210.00	
1072020	BACS	HMRC	1245.02	0.00	1245.02	
22062020	BACS	SeaDog IT	25.00	0.00	25.00	
9072020	DD	Service Charge	5.00	0.00	5.00	
			<b>3,328.67</b>	<b>97.94</b>	<b>3,426.61</b>	
1072020	BACS	Google Ireland	4.15	0.00	4.15	
1072020	BACS	BT	60.75	12.15	72.90	
1072020	BACS	Post Term Rent	19.60	0.00	19.60	
1072020	DD	Cornwall Council - Rates	663.00	0.00	663.00	
<b>TVC Total</b>			<b>747.50</b>	<b>12.15</b>	<b>759.65</b>	
<b>Payments Exceeding £500 (net) - not Listed</b>						
25052020	DD	0	0.00	0.00	<b>0.00</b>	
2020-21	<b>Income</b>					
26052020	0	NIL	0.00	0.00	0.00	
TPC Income			0.00	0.00	0.00	<b>0.00</b>

<b>PC BUS BANK Income MAY 2020</b>	0
Bank Balance after DD/SO	25690.58
TPC Transactions (ibid)	-3426.61
TVC Transactions (ibid)	-759.65
Total Transactions	-4186.26
Reconciled Sum	21504.32

<b>Parish Council Reserves</b>	
Savings A/c TIPOL32	56589.21
National Savings Investment	4346.89
Lloyds Bank Deposit A/c	56198.88
<b>Total Reserves</b>	<b>117134.98</b>

