

# TINTAGEL PARISH COUNCIL



'Tintagel's Great Seal'

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**A2 Victoria Advent**

**Station Approach**

**Roche**

**Cornwall**

12<sup>th</sup> January 2021

**Minutes of the Virtual Meeting of Tintagel Parish Council**  
**Wednesday 6<sup>th</sup> January 2021**

**Present:** Cllr Flower (Chairman), Cllr Brooks, Cllr Goward, Cllr Dale, Cllr. Pearse, Cllr Harper, Cllr Appleby-Tremain, Cllr Fairman, (Cornwall Council).

**Members of the Public:** 3

Prior to the commencement of the meeting, the Vice -Chairman 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. No other persons declared an intention to record the meeting.

**Apologies:** Cllr. Coshall

**Declarations of Interest:** Cllr Flower – Bossiney Storage Facility

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

**Ms Heidi Clemo**, Census Engagement Manager, Office of National Statistics addressed the meeting to advise Members about the Census, scheduled to take place on Sunday, 21<sup>st</sup> March 2021.

The Census will be available 'on-line' for the first time and it is hoped that 75% of the population will complete the Census documentation using this medium. In March, all residents of the UK will receive a letter, which has a unique code which will enable them to go on-line and complete the Census. This should make the process easier as the paper document is 32 pages in length and must be manually completed. The on-line option will automatically complete some areas of the document for users.

There had been a campaign for the inclusion of a 'Cornish' nationality tick-box, however, that has not been included on the document. However, if desired, the nationality 'Cornish' can be written by the resident, in the appropriate text box.

Information and advice can also be provided in other languages, for non-English speakers.

Irrespective of the presence of COVID 19, the Census will go ahead.

**Julie Potter** was unable to access the meeting. However, the family are currently delivering approximately 250 meals per week. During Christmas meals were delivered to people in the Community. This matter was further addressed by Cllr Appleby Tremain in the Social Hall Report (below).

Cllr Brooks praised the work undertaken by Julie Potter and stated that he felt that this was a project that the Parish Council should be supporting, doing what we can for our Parish. Although the Parish Council had donated to the project during the Christmas period, he did not believe that the support should end at that point. Cllr Brooks suggested that the Parish Council, if possible, should consider donating further to the project.

The Parish Clerk undertook to make a personal donation of £50.00 to the project.

### **Minute 71 – 2020/21**

It was **proposed** by Cllr Brooks, **seconded** by Cllr Pearse and **RESOLVED** that the Parish Council would donate the sum of two hundred and fifty pounds (£250.00) to the project. Five in favour, two abstentions. **Carried.**

## AGENDA

### MINUTES

#### **Minute 72 – 2020/21**

The Minutes from the Parish Council Meeting, held on the 2nd of December 2020 were considered by Members, on a page-by-page basis. Cllr. Appleby-Tremain requested that an amendment be made to Minute 57 on page 1837.

Cllr Appleby Tremain stated that she had not been present for the Vice-Chairman's report and that the Minutes did not reflect the statement made by her. An email sent to Cllr Brooks and the Clerk had not been acknowledged, due to non-receipt by the Clerk.

Cllr Flower advised that any problems with the Minutes should be raised by Members, with the Clerk, within a couple of days of receipt of the draft Minutes.

A discussion ensued in respect of the matters with which there was a problem, and it was requested that the required amendments be sent to the Clerk.

Cllr Appleby-Tremain advised the meeting that she had just received a text message from Cllr Coshall, stating that she wished for the minutes to be amended, in relation to another matter reported but no further information was provided. A request was made for the proposed amendments to be forwarded to the Clerk.

It was **proposed** by Cllr. Flower **seconded** by Cllr. Brooks and **RESOLVED** that the minutes, with the amendments, be signed as a true record of the meeting. Six in favour. Unanimous. **Carried**.

### CORNWALL COUNCIL REPRESENTATIVE

Cllr Mould had been unable to attend the Parish Council meeting, due to unforeseen circumstances.

### VICE CHAIRMAN'S REPORT

Cllr Brooks stated that he hoped that everybody had enjoyed a Happy Christmas and New Year. He alluded to the new lockdown, in which we find ourselves, and articulated the view that this was likely to continue until March 2021. Consequently, the Zoom Meetings are likely to continue.

Cllr Brooks emphasised the importance of the Zoom meetings and reminded Members that these should be considered as being as serious as those held face to face. He urged full participation in the Zoom meetings, with effort made in relation to early attendance.

### PLANNING MATTERS

Two matters had been received since the publication of the Agenda; these matters had been disseminated to Members.

**Pendower Beach Development** - A letter had been received advising Members of the current situation at the location. The matter was 'noted'.

**PA20/10909 - Masonic Hall, Trenale Lane, Tintagel**

**Proposal:** Demolition of Masonic Hall and construction of 2 detached bungalows.

**Minute 73 – 2020/21**

It was **proposed** by Cllr Goward, **seconded** by Cllr Brooks, and RESOLVED that the Parish Council would not object to this application. Unanimous. **Carried.**

**PA20/09593 - Westdown Lane From Rock House to Westdown, Treknaw, Tintagel**

**Proposal:** Single storey residential extension.

Cllr Goward alluded to the recent letter, received from the Planning Officer managing the application. He expressed his concern that the usual three options for objection were not available to the Parish Council, highlighting that the third option usually offered (namely the option to have the matter referred to the Planning Committee) had not been offered. In light of the fact that the Parish Council had strongly objected to the application, it was felt that the matter should have been referred to the full Planning Committee. The failure to offer the third option had left Members with the impression that the decision to grant Planning Permission had already been made.

**Minute 74 – 2020/21**

It was **proposed** by Cllr Goward, **seconded** by Cllr Brooks, and RESOLVED that the Parish Council would request, again, that the matter should be placed before the full Planning Committee for Consideration. Unanimous. **Carried.**

**PLANNING DECISIONS – Noted**

**ACCOUNTS PAYABLE**

**Accounts Payable** – Appendix C (as published) plus additional Invoices, received after the publication of the Agenda.

**Minute 75– 2020/21**

Members considered the schedule of payments to be made. It was proposed by Cllr Brooks, seconded by Cllr Goward and RESOLVED that the schedule of accounts, at Appendix C, plus additional invoices, would be accepted. Five in favour, one abstention. **Carried.**

## **PARISH MATTERS**

### **TREVENA SQUARE**

Cllr Harper advised the meeting that she had received a number of enquiries from business owners on Fore Street, Tintagel. They have stated that they are experiencing problems with parking. These people have enquired in relation to the procurement of annual parking permits in Trevena Square Car Park.

Cllr Harper also raised the matter of the time limit for parking at Trevena Square, highlighting that there was still no sign at the location, advising residents of the time constraints. It is believed that people are parking for lengthy periods of time at Trevena Square and that some people are parking overnight at the location.

#### **Minute 76– 2020/21**

It was **proposed** by Cllr Flower, **seconded** by Cllr Brooks and **RESOLVED** that this matter would be placed upon the February 2021 Agenda for discussion. Unanimous. **Carried.**

### **PROPOSED COMMUNITY HUB – UPGRADE REQUIREMENTS & COVID SAFEGUARDING**

Cllr Harper advised the meeting that, in relation to Covid Safeguarding, a new screen has been installed, across the entire counter. This work was carried out in anticipation of the venue being opened to enable some of the residual stock to be sold off and to encourage local residents to realise that there are things going on at the site. However, with the latest COVID restrictions having been put into place, opening the venue is not possible at present.

In addition to the installation of the screen, a risk assessment, and fire risk assessment have been carried out by an independent, qualified person. The fire extinguishers have been serviced, appropriate COVID signage has been erected at the facility, the telephone line has been reinstated, PAT testing has been undertaken and we are currently awaiting the attendance of an electrician, to remove the cable in the centre of the building, where a display stand has been removed.

There are still matters within the building that require to be addressed. The Clerk asked if the Members wished Mr Roger Lyle to undertake this work, which includes:

- The fixed wire installation certification;
- Fire Alarm/ system;
- Several other minor matters

#### **Minute 77– 2020/21**

It was **proposed** by Cllr Brooks, **seconded** by Cllr Harper and **RESOLVED** that Mr Roger Lyle would be instructed to undertake the residual work in relation to the TCH building. Unanimous. **Carried.**

## **BOSSINEY STORAGE**

The Clerk advised the meeting that she had received a quotation from a local builder in relation to the carrying out of necessary work at the Bossiney Storage Area. This matter had been deferred from the December 2020 meeting.

The work required has been costed at an estimated at £4, 168.00. It was felt by Members that further quotations for the work should be sought.

**Cllr Flower declared an interest in this proposal.**

### **Minute 78– 2020/21**

It was **proposed** by Cllr Brooks, **seconded** by Cllr Pearse and **RESOLVED** that two further quotations would be sought for the necessary building works at Bossiney Storage facility. Six in favour and one declared interest. **Carried.**

## **UPDATES**

**Public Lavatories** – The Clerk reported that lavatory income was now minimal and that the Parish Council has reached the point where the facilities are now being financed from the precept.

Only the end lavatories are open to the public at present. There have been a few problems with people who have engaged in ant-social conduct. This has been addressed by moving the opening and closing times for the facility.

**Social Hall Update** – Cllr Appleby-Tremain reported that the following update had been provided by Mrs Irene Gledhill (this is unabridged):

During December the hall hosted a number of events in an attempt to mark the Xmas period in a safe and Covid secure way while trying to make it as festive as possible. On the 12th of December we held the Santa Sleigh ride covering Bossiney and Treknow in addition to the village. It was very well recieved and the children enjoyed their gift bags. In total we handed out over 120 bags. We would like to thank everyone involved. It was so successful that Port Isaac asked permission to use the sleigh to hold their own sleigh ride.

There was a Christmas market on the 13th/14th which again was very well attended. We introduced a one pay point system with only four people attending in person looking after the fourteen different sellers goods which were arranged in a rectangle. This was very effective in allowing a one way system.

There was a wreath making class held over two evenings as demand was great.

We had a Christmas bingo on the 18th the proceeds of which funded the Christmas meal on the 20th for our elderly and those spending the festive season on their own.

Meals were cooked and provide, over 200 each Wednesday by the Food Project and over 400 meals

including a full Christmas Lunch delivered on 23 Rd December.

Sadly that brings us to the current lockdown situation although the larder and food project will continue as normal.

We hope to be able to undertake repairs to the bathrooms during closure. We are having the yearly accounts independently audited at this time and expect this to be completed by the end of this week.

All requested documentation has been forwarded to ACRE with regard to the situation with the workshop/shed however they have been on Christmas break until today and are no doubt tied up with dealing with current government restrictions. We expect to hear as soon as possible from the legal team. We were hoping this was not necessary and an understanding could be reached amicably but the situation is pressing and we need to progress this now.

### **CORRESPONDENCE**

- **Came & Company Insurers** – A letter was received advising that the Social Hall had now been removed from the Parish Council’s insurance schedule.
- **Letter from Mrs J. Frewer (December 2020)** - the Clerk stated that the letter was disseminated to all Members, upon receipt by the Clerk. The document was, ostensibly, addressed to Cllr Coshall, and related to the ideas put for the Community Hub. Members stated that they had not received the document. The Clerk undertook to re-send the document but stressed that a response was required.
- **Mr R.L.Wickett** – the Clerk had forwarded letters from Mr Wickett to Members. It was agreed that Mr Wickett should be directed to the Government website.
- **EDF Account for Trevena Square** – the Clerk advised the meeting that an invoice had been received for the unmetered electricity supply, used for Christmas Lighting, at Trevena Square. The Clerk had, for a third time, advised EDF that the account should be directed to the Christmas Lights Committee.

### **CLLR Dominic FAIRMAN**

Councillor Fairman was invited to address the meeting. He stated that he had been pleased to note that the Parish Council was supporting the Community Cooking project. The project helps people in Tintagel and Delabole, and because of that he was able to provide a donation of £200 from his Councillors Community Chest.

Cornwall Council are to host a live public health debate, on Facebook (Friday 8<sup>th</sup> Jan), he will place a link in the ‘Chat Bar’.

Cllr Brooks thanked Cllr Fairman for his attendance at the meeting.

#### **Minute 79/2020-21**

At 19.45 hrs It was **proposed** by Cllr Brooks, **seconded** by Cllr Goward and RESOLVED that the meeting should enter into Committee. Unanimous. **Carried.**

#### **Minute 80 – 2020/21**

It was **proposed** by Cllr Goward, **seconded** by Cllr Brooks and RESOLVED that, due to the confidential nature of the discussions to be undertaken, the Meeting should move into Part II. Unanimous. **Carried**

19.52 hrs      **The Public left the meeting**

### **PART II DELIBERATIONS**

#### **Minute 81 – 2020/21**

It was **proposed, seconded** and RESOLVED that no further correspondence would be entered into, with a vexatious parishioner, by the Clerk or Members of the Parish Council, except through that person's appointed legal representative. Unanimous. **Carried.**

#### **Minute 82 – 2020/21**

It was **proposed, seconded** and RESOLVED that the response provided by the Clerk would be forwarded to Messrs WDW. Unanimous. **Carried.**

#### **Minute 83 – 2020/21**

It was **proposed, seconded** and RESOLVED that no further correspondence would be entered into with a vexatious parishioner, by the Clerk or Members of the Parish Council, except through that person's appointed legal representative. Unanimous. **Carried.**

#### **Minute 84– 2020/21**

It was **proposed, seconded** and RESOLVED that the Clerk would forward the draft document to the ICO. Unanimous. **Carried.**

The Meeting ended at 20.54 hrs

Next Meeting: Wednesday 3<sup>rd</sup> February 2021

DRAFT