

## **Kilhampton Parish Council**

The minutes for the  
Annual Parish Meeting to begin at 7.30pm.  
On 3<sup>rd</sup> June 2019 at The Grenville Rooms

**Attendance** , Keith Ovenden (KO), Tim Cottle (TC), Albert Sloman (AS) , Kingsley Bryant (KB), Clive Vanstone (CV) Roland Nancekivell (RN), Dan Vanstone (DV)  
Paula Dolphin (PD) Phil Sluggett (PS)

**Apologies:** Ian Heard (IH)

**Absent:** Paula Dolphin

Chair: Reg Hambley (RH)

Clerk: Hannah Collett

Good evening to all by Chairman and welcome to Zoe Bernard-Jones, Mr Walter Wonnacott and Mr Michael Watson.

### **Minutes**

#### **Adopt Code of Conduct**

#### **Declaration of Interest**

DV for Planning application No2

#### **Reports from Organisations**

None

#### **Public Speaking Session**

Zoe Bernard-Jones spoke first. Was here to put a face to the name for everyone. Zoe has moved across from planning and now in a more varied role and taken over from Chris Simms' Bude Network area. Zoe is based in Liskard but does have office space in Bude. Imogen Day is replacement for Neighbourhood plans. Alison Worth – Community Support is also always available on phone or email. Zoe mentioned that her main role was to support the Councillors, Councillor Dolphin and network panel meetings. Asked for any feedback on Network panel meetings? RN felt it would be beneficial for Parish Councils to have a few minutes to speak at the meetings. Zoe stated she would look into and suggested RN attend the October meeting.

Chairman asked for any questions to Zoe. CV asked which area actually covering. Zoe stated Bude Network Area. Thanks from Zoe and we now know where she is and how to contact her.

Thanks to Zoe from Chairman,

Mr Michael Watson the Headmaster from Kilhampton Primary School here to update.

Mr Watson gave thanks for allowing to attend. Since OFSTED gave Good level for the school – they have continued to grow. Since starting 4 years ago – Mr Watson has seen the school go from 83 pupils to 126. Have planned admissions of 15 per year group. Mr Watson was passionate about

never turning away local children. The school is above average at reading, maths and writing. The challenge is to increase the level of children working at the greater depth. Want to improve maths teaching, which is very hard to do as the required levels are so high. Also want to improve writing and reading more. Spent a large amount of funds on new books etc. Numbers suggest that better reading, means all other areas also improve. Are encouraging support from parents/carers at home. Changes to school – have unlocked funds to develop garden and have gardening club to work with the children to show them what we can and can't grow in this country.

Obviously, the largest issue is finding a way to accommodate any more children. School has gone from 3 to 5 classes in the last 4 years. All available space has been used. Have contacted Cornwall Council for funding and been informed nothing available at the moment. Costs approximately £120K for a temporary classroom. Space limited. Cannot take space away from outside areas. As we grow the funds available do get larger however, the funds are frozen at the moment. They have been to Cornwall Council, spoken to Councillor Dolphin. 106 agreement pot only has £19K.

Scott Mann been to visit the school to see if DFE funding available direct and to bypass Cornwall Council. Unsure if this will happen.

Mr Watson reiterated once again that he does not want to turn away any local children. Happy to look at any suggestions. Everything possible inside has been done.

Chairman asked if any questions. CV amazed the 106 pot was so small. DV felt there would potentially be a pot of £70K.

Morwenna development was a large pot, not all built yet but plans approved.

The classroom needs to be built and staffed before the children move in.

DV stated how Mr Watson was doing a fantastic job.

RN mentioned access to the carpark was a safety issue. Could there be an in and out way of using the area? Mr Watson said he has contact PCSO's due to wreak less driving and parking.

As it grows this needs to be considered. Need to start doing a census on how parents and carers get to school, Could some not drive if not necessary. Maybe start a school travel plan and cut the percentage of who uses the carpark.

Thanks to Mr Watson.

Chairman handed over to Mr Walter Wonnacott. Mr Wonnacott started with thanking the Parish Councillors for the invite.

Here to give an introduction into the Neighbourhood Development Plan (NDP) One of the opportunities is to steer the developments. Not to say no, but guide them in directions suitable for the parish.

Since January there has been a charge in place per m<sup>2</sup> (approximately £100 m<sup>2</sup>). Gets paid to Cornwall Council and they keep their percentage and then decide where the infrastructure project money goes.

If you have a NDP you can get to state where you want the pot to be spent. Should also be quicker on payments. Similar to the 106 but comes sooner.

This area is £100 m<sup>2</sup> Only developments granted since January qualify. Can only have 106 OR Cil payments. Not both.

Cil payments are on everything (self builders have an exception). It can be very complicated.

If on the NDP you state you have particular needs, it may be more supported. More money for education etc, helps to negotiate if on the plan. Can say don't want such large developments etc.

Neighbourhood Development Plan is a framework with policies. You can have specific points if you can justify them. You could have boundaries, to encourage land owners to comply.

It is a process to go through. Mr Wonnacott has been on both sides of these plan processes.

Seeing more and more now that this is working well.

Firstly you need to decide who is the qualifying body. Can cluster with other Parishes. Then set up steering groups and divide up the sections like housing etc. Cornwall Council want to know what your covering. The parish area etc. You write a statement explaining why this area. This is then sent to Cornwall Council to designate this area as a NDP. Zoe Bernard-Jones used to work in this area.

Your visions and what you want to protect cannot be completely contradictory to Cornwall Council plan. If you agree on most – you can just state which areas you want to focus on. Can bring in others to assist – they don't have to be a Parish Councillor.

Keep focused on steering and not stopping once you commit. You can also just do a small steer – where you state an area you would develop in and nothing else. Leave the rest then to Cornwall Council. Mr Wonnacott did feel the NDP would be more detailed for Kilkhampton Parish Council.

Suggestions on what we could include were:

A Housing need – do surveys to assess housing numbers and types required. Cornwall Council policy only includes people on the housing register.

Allocate land areas for housing

Rounding off sites – make clear

If having housing developments – would expect a certain amount of contribution.

Policies to protect buildings

Policies to protect agriculture.

Like more open space

Footpaths – ask for more on developments.

Heritage assets – to preserve or enhance.

Community facilities – more if needed

Climate change – CC only grant new turbines if a suitable area

Landscapes – you may want to protect some

Infrastructure - for contributions to it.

Traffic and parking – could suggest new homes have certain amount of space for vehicles etc.

At the moment still 2-3 years funding agreed and allocated to NDP.

Housing communities offer up to £9K and a possible second one for £8K

Cornwall Council website shoes map of Cornwall showing 38 parishes that have plans already adopted. Can see their local plans.

Also has an area on there of what needs to be done at each stage.

Consider a planning consultant to help. Could do with someone willing to look into it deeper from the community.

Cornwall Council do training and community link officer to speak to 'Team 8' covers this area.

An idea of the process is as follows.

- 1) Scoping – Is this something you want to do
- 2) Provisionally apply for funding
- 3) Whos going to run it and get involved.
- 4) Designate an area on the map and send to Cornwall Council. This triggers with them that you have started.
- 5) Allocating resources, people, time etc.
- 6) How much time to use. – plan ahead – when will meeting be etc.
- 7) Community engagement – good idea to go through the school to get attention.
- 8) How to communicate the information (maybe a survey to see what people want. Think about their requests and what's important to them.
- 9) Analyse the evidence that comes back and do efficiently.
- 10) Draft policies (options wanted – with supporting statements)
- 11) Then to public consultation.
- 12) Modify as necessary
- 13) Put policy to Cornwall Council.
- 14) Once agreed – need to allocate an officer – this is then discussed and any necessary changes made.
- 15) Put out for referendum.
- 16) Cornwall Council then adopt and publish. This then becomes part of every application. Cornwall Council can then refuse if not matching with the plan.

Reviewed every 3 years to see how its working.

All the way through – constantly having discussions with Cornwall Council.

If you want restrictive policies – you must be able to demonstrate its justified.

Mr Wonnacott felt very useful and powerful tool to have.

But, don't underestimate the amount of time involved. Must have someone prepared to put the time in.

Need to engage the community to keep them aware.

CV said on the original plan we were lucky to have a retired Head Master to get involved.

Bude have found some policies not doing what they want them to.

Chairman said we need to discuss at another meeting.

Mr Wonnacott said beginning stages are not too time consuming. See how much support starts coming in and keep going if you get deep in rather than stop then.

KO – asked for clarification that we could keep it quite small if we wanted to. Yes by Mr Wonnacott.

Can just pick certain points and amend them. I.e. School, housing etc – just focus on a few important points.

KB gave thanks to Mr Wonnacott for time and all the information and thanks to Mr Walter for attending also.

Chairman suggested we call an extraordinary meeting just to decide if we go ahead and talk about this subject.

CV felt we should ask Mr Wonnacott if willing to help and the costs involved if so. DV to speak to Mr Wonnacott to see if interested. All agreed.

## **Planning Applications.**

- 1) PA19/03801 Proposal Construction of dwelling Location Land South Of Treventon Stibb Road Bude Cornwall Applicant Mr & Mrs J H and P M Cook Discussed and approved. PS and KO seconded. All in favour  
DV left the room
- 2) PA19/04018 Proposal Application for a Non Material Amendment in respect of application PA18/11296 (Reserved matters application following outline approval PA18/09081 dated 20.11.18 for construction of two dwellings) namely minor elevational changes Location The Beeches Penstowe Road Kilkhampton Bude Cornwall EX23 9QT Applicant Mr R Middleton RHM Contracts Limited. Plans viewed and discussed. No issues. TC moved and KO seconded. All in favour.  
DV back in the room
- 3) PA19/01715 Proposal: Outline application for proposed residential development of land for the erection of up to 16 new dwellings. Location: Land South West Of Westboro West Street Kilkhampton Bude Cornwall EX23 9QW Applicant: Mrs J Elliott And Mrs G Jenn. Reduced from 20 to 16 on the application. Chairman spoke to Richard White. Concerns about field going round to where a previous application had been refused. If we still refuse the 16 it will possibly go to Committee. TC still felt over development of the site. AS asked if there is anything stopping the other section being developed at a later time. DV said 106 would have to state no development on this open land. CV feels we should refuse. TC feels we should be consistent. DV stated this could be changed as its just an outline plan. To state Refused. Still feel too over developed. TC moved and RN seconded. All in favour. PS asked about road markings. DV stated there wont be a physical change to the road. Just the markings on the road. They change peoples perceptions of the road. Defined as multi use surface. Has worked well in other areas previously.  
If this does go to committee we will have to make another decision about that. Parish Council refuse on the density of dwellings.
- 4) PA18/04548 Chairman Spoke To Lorraine has said felt we has no objections. Clerk to email back just to reiterate. AS moved and KO seconded. All in favour.

## **Matters**

1. Car park Toilets  
£202.10 taken. CV said roof under construction.
2. Plaque Details  
Still in hand
3. Grenville Rooms Maintenance  
KO stated all done. Invoice received. Couple of extras done too. New lights and slate replaced.
4. CNA Highways Scheme – Mobile speed activated signs  
Clerk to find out what they supply etc.
5. Village Clean up

Planned for Wednesday 5<sup>th</sup> June 6pm at North Close.

6. Parish Plan  
Discussed already
7. Lambpark Grass Cutting  
TC spoken to Phil Haggerty. Suggested where to seek from. TC looking into.
8. Minute Records  
Clerk informed how need to store these records.
9. Other matters arising from the minutes  
None

### **Months work**

Read through and approved by all.

### **Election of Officers**

Chairman began proceedings to elect officers for committees.

Lambpark Trust –CV, TC, DV RH.

School Representative. AS

Footpath Committee – PS and IH

Transport and Traffic Committee – RH, DV, TC and KO

Grenville Rooms – IH and RH

Solar Farm Committee. – CV, TC and RH and PD.

Network meeting – RH and RN

All happy to remain as previous year.

### **Reports**

Footpaths – PS said all in hand. Still no map. RN to sort gates.

Playing Fields and Lambpark – No meeting been held yet, Agreed to sort PA system, people coming to give advise.

School – Mr Watson spoke earlier

Grenville Rooms – Nothing to report.

### **Members**

CV – nothing received regarding sports board. Will leave for another few weeks.

DV – Carpark has had campervans there overnight. There are signs there saying no overnight parking.

KB – asked about ball games being played against the wall. Possibly shaking the plaster. Have had issues in the past. Difficult to enforce anything specific. Caretaker is keeping an eye on.

TC – very upset parishioner mentioned a sign at Lambpark. All in hand.

AS – report from Gentleman regarding the badminton lines last week, has all been sorted.

KO – approached regarding park – rubbish and bins to be looked at. TC stated the football club empties theirs every Sunday after an event.

RN – Nothing

PS – Nothing

Chairman – A confidential email was sent out after last meeting. Letter to be written to Mr Colwill due to recent circumstances we have had to cancel his employment with the Parish Council

### **Correspondence**

Letter from Chris Coldwell read through by Chairman.

Email from Richard Fordshaw regarding flood event in Birmingham – read through by Chairman.

Reply from Rollo McGrath read out by Chairman.

### **Finance**

Read through by Chairman

Invoices to be paid	£ 130.00	P Colwill
	£ 1,850.30	K & J Building
	£ 57.99	K & J Building
	£ 69.00	Peter Westlake
	£ 800.00	Archie Gardening Services
	£ 24.00	Acuiti

Date of next meeting 1<sup>st</sup> July 2019. To begin at 7.30pm for the Regular Parish Meeting at The Grenville Rooms.

Thanks to all and meeting closed.