

TRURO CITY COUNCIL



CITY OF TRURO

Roger Gazzard
Town Clerk

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F6/3/RG/RD

April 2018

YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF THE TRURO CITY COUNCIL TO BE HELD AT 7.00 pm ON MONDAY 23 APRIL 2018
in the Council Chamber, Municipal Buildings, Boscawen Street, Truro
for the transaction of the under-mentioned business:-

- 1 **Prayers**
Prior to the formal business of the Council, the Mayor's Chaplain, The Reverend Christopher Epps, to say prayers.
- 2 **Disclosure or Declarations of Interest**
Councillors will be asked to make disclosures or declarations of interest in respect of items on this agenda
- 3 **Open Session for Cornwall Councillors verbal, written or tabled reports (15 minutes)**
This is an opportunity to discuss Cornwall Council issues relevant to the Council. If there are any matters that require a Council decision, please notify the Town Clerk four working days before the meeting
- 4 **Open Session for Electors of Truro – Verbal Questions (15 minutes)**
This is an opportunity for electors to raise issues with the Council. The Council is unable to make any resolutions at this meeting on any issues raised
- 5 **To receive apologies for absence**
- 6 **To confirm the Minutes of the Truro City Council held 26 March 2018, Pages 181-186, Minute Nos: 378-391.**
- 7 **To receive Communications from the Mayor**
- 8 **To receive Correspondence**
- 9 **Question Time pursuant to Standing Order No. 5k – Written Questions only**
Councillors may ask the Mayor or the Town Clerk questions in writing. A minimum of four clear working days is required, unless the matter is urgent, when the question must be received by the Town Clerk before twelve noon of the day of the meeting

10 **To receive information and/or determine action as appropriate in the following report:**

(1) **MEETING OF THE PLANNING COMMITTEE HELD 5 APRIL 2018**

Page Nos: 187-190, (Minute nos: 392-398) *(Appendix on green)*

1.1 **Minute No:-394 – Planning Consultation (PL1)**

(a) Schedule 1

RESOLVED that the recommendations contained within Schedule 1, as proposed by the Chairman, be adopted by the Planning Committee

(b) Schedule 2

RESOLVED that Cornwall Council be informed of the recommendations as voted upon by Truro City Council's Planning Committee.

1.2 **Minute No:- 395 – Planning Matters – Smaller Householder Applications (PL1)**

Proposed by Councillor Vella (Chairman)

RESOLVED that the Planning Committee trial the consideration and submission of recommendations of smaller householder applications (as defined previously) for six months.

(2) **MEETING OF THE PARKS AND AMENITIES COMMITTEE HELD 9 APRIL 2018**

Page Nos: 191 -192, (Minute nos: 399-407) *(Appendix on pink)*

(3) **MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD 19 APRIL 2018**

(To be tabled)

11 **Committee Selection Committee**

In accordance with Procedural Guidance, the election of five members of the Council by ballot

12 **Town Clerk's Report**

(Appendix on white)

13 **Truro/Roseland Community Network Panel**

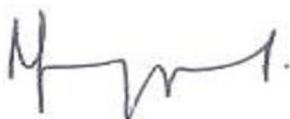
Councillor Wells to report

14 **To receive verbal or written reports of meetings or conferences attended by members**

If members wish the Council to pass resolutions based on their reports, the reports must be in writing and submitted to the Town Clerk at least four clear working days prior to the meeting

15 **To authorise the sealing of documents to give effect to any Resolutions passed by the Council at this meeting**

DATED this Seventeenth Day of April, Two Thousand and Eighteen



TOWN CLERK

**MEETING OF TRURO CITY COUNCIL HELD ON
MONDAY 26 MARCH 2018 at 7.00 pm**

PRESENT: The Mayor (Councillor J Tamblyn)
Councillors Biscoe, Butler, Mrs Callen, Mrs Carlyon, Mrs Cox, Mrs Eathorne-Gibbons, Ellis, Miss Jones, Mrs Neale, Mrs Nolan, Rich, Roden, Smith
Ms Southcombe, Mrs Stokes, Mrs Tudor, Webb, Wells and Wilson

APOLOGIES: Apologies for absence were submitted on behalf of Councillors Allen, Jones, Nolan and Vella

Also in Attendance: Mr David Harris CC

PRAYERS

Prior to the formal business of the Council, the Mayor's Chaplain, the Reverend Christopher Epps, said prayers.

378 TRURO BID PRESENTATION (Business Improvement District)

Further to Minute 397 (27.03.2017), and the exhibition of signage for Truro that took place on Lemon Quay on Wednesday 29 March 2017. Mr Alun Jones, Truro BID Manager, Mr Keith Parsons, Chairman, Totally Truro and Simon Hendra, introduced themselves and gave members a presentation on the proposed signage for Truro to replace the current signage that was in a state of disrepair, as part of a wayfinding system.

Members questioned whether permitted development rights applied in Truro's Conservation Area. Mr Hendra voiced support for the signage that independent traders would get value from. Members were asked to consider the implications of rejection of the scheme and confirmed the signs project would go a long way to easing some of the problems small traders had with members of the public not being able to find their premises. It was confirmed the Britain in Bloom judges last year had commented that there was a need for better signage in the City and Mr Jones confirmed every visitor would benefit from the signage that had been evolved over the last eighteen months. Members were advised that ISightcornwall had been approached for their comments on legibility etc of the signs and had given their support. It was confirmed the actual map used was the same version as the Tourist Information Centre gave out free to visitors to the City. In answer to a question regarding costs it was confirmed that to date, an amount of £70,000 had been spent out of a total budget of £154,800.

Mr Jones confirmed there was a number of finger post signs, freestanding totems including custom directional signs and that Mr Peter Tatlow, Divisional Surveyor, Cornwall Council agreed to the proposed siting of each one. A member expressed concern that the community should be able to take advantage of any new signage and that actual news boards were required to enable clubs, societies etc to advertise events.

The Mayor thanked the signage project team for attending and giving such an informative presentation.

379 DISCLOSURE OR DECLARATIONS OF INTERESTS

- (i) Councillor Roden declared an interest in Minute 384, in view of his having been a UNISON employee.
- (ii) Councillor Lucy Jones disclosed an interest in Minute 378 and 388, in view of her being Chair of Truro Chamber of Commerce.

380 MINUTES

The Minutes of the Meeting of the Truro City Council 26 February 2018 and of the Special Meeting of Truro City Council held 12 March 2018, having been previously circulated, were taken as read and signed by the Mayor as a correct record subject to:-

(i) Also in Attendance

Mr Peter Bailey, local resident, be noted as being in attendance at the meeting held 12 March 2018.

(ii) Social Prescribing (F20)

Further to Minute 336(i), the Town Clerk confirmed the progress report was expected in May.

381 CORNWALL COUNCIL (F1)

(i) Langarth Farm, Threemilestone

Councillor Harris, Cornwall Council, reported the stadium for Cornwall was being debated at cabinet this week and would be reported to a meeting of full Council next month, together with the Langarth plans. Members expressed concern at the unresolved drainage issue and hoped Cornwall Council would take this issue into account when considering the application.

It was reported a meeting had been promised by Cornwall Council to discuss the masterplan for the area north of the A390. The Town Clerk confirmed this would be arranged and all Councillors invited.

Members were advised the Investment Programme for Cornwall, brainchild of the Chief Planner Phil Mason, John Betty, the Strategic Director for Economic Growth and Development, would require a significant increase in Cornwall Council's borrowing, almost doubling the existing capital programme. Once approved, it would make Cornwall Council work in a very different way to how it has worked in the past with it funding the build itself, with ownership of the building in public hands.

It was reported the £600 million new borrowing would be used to deliver Cornwall Council's key pledge to building one thousand council houses in four years with a further £89 million being earmarked to build commercial and industrial property which it was hoped, would attract investors and create new jobs.

(b) School Meals

Councillor Rich expressed concern that some children had not been receiving free school meals and going without a midday meal. He confirmed he was looking into this problem.

(c) New Frontiers Wish List

It was reported that Cornwall Council had drawn up a wish list for the government that included hundreds of millions of pounds to replace EU funding. Members were advised a fifty-six page New Frontiers report, highlighting what Cornwall Council would like to achieve together with a series of "asks" for how the government could help reach its targets had been published. It was confirmed that, if successful, the various schemes could create thousands of new jobs in Cornwall and attract millions of pounds of investments.

Members were advised New Frontiers was not solely focused on devolution but set out a mix of policies, fiscal and sector based propositions that collectively provided the tools and levers for Cornwall and the Isles of Scilly to flourish beyond.

It was considered the upper floors of commercial properties should be converted back to living areas to assist in the process of going ahead to have multi-useful properties and a letter should be forwarded to Cornwall Council requesting they invest an amount of money on such a project.

382 MAYOR'S COMMUNICATIONS

The Mayor advised that, whilst he was on holiday, Councillor Ian Jones, Deputy Mayor had been carrying out his mayoral engagements.

383 CORRESPONDENCE

(a) Municipal Buildings

The Town Clerk reported receipt of a letter from Cornwall Council giving Truro City Council notice to vacate the Municipal Buildings for the duration of the Hall for Cornwall works from the end of June 2018 with a probable return to the building in June 2020. Members considered confirmation should be requested in writing, assuring Truro City Council they would be able to move back into the Municipal Buildings on finalisation of the Hall for Cornwall works.

In answer to a question regarding valuables and the works of art being stored in the right conditions at Cornwall Council's expense, the Town Clerk confirmed he was to meet with Deborah Tritton, Cornwall Council's Records Office, to discuss this issue.

Following a question regarding the length of the lease previously held, the Town Clerk confirmed he was still investigating this.

(b) Tourist Information Centre (TIC)

A further letter from Cornwall Council also gave notice to the Tourist Information Centre to vacate their premises with effect from 28 June 2018. The Town Clerk confirmed the TIC lease had run out after five years and the TIC had been occupying the existing premises rent free for the last two years.

Further to Minute 372, the Town Clerk reported he was waiting for the landlord of the premises at 30 Boscawen Street to grant permission for the principal work to be carried out as the premises was in a poor condition and he was negotiating the annual rent.

384 COMMITTEE REPORTS

The Minutes of the Meetings of the under-mentioned Committees were approved and adopted by the Council, except where otherwise stated:-

(1) MEETING OF THE PLANNING COMMITTEE 8 MARCH 2018
Proposed by Councillor Ellis, seconded by Councillor Wells

(2) MEETING OF THE PARKS AND AMENITIES COMMITTEE 12 MARCH 2018
Proposed by Councillor Mrs Eathorne-Gibbons, seconded by Councillor Ms Southcombe

(3) MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE 19 MARCH 2018
Proposed by Councillor Roden, seconded by Councillor Wells

(i) Minute No: 374(b) – Standing Orders

In view of data protection changes this year it was confirmed the Standing Orders and Procedural Guidance would be revised during the course of the year.

(ii) **Minute No: 376 – Temporary Relocation of Truro City Council (EP1)**

The Town Clerk reported it was proving difficult to employ the services of a part-time manager to oversee the City Council's relocation to alternative accommodation. He advised that he had secured the services of an advisor, experienced in this work, and would report further to the next Finance and General Purposes meeting to be held 16 April 2018.

Following discussion as to whether Cornwall Council would be contributing to the costs involved with moving premises, the Town Clerk advised that, at his next meeting with Mr Paul Masters, Strategic Director Neighbourhoods, Cornwall Council, this issue and any loss of revenue for lost room bookings revenue would be discussed.

Following a proposal by the Mayor, it was

RESOLVED to

- (a) accept in principal to engage an advisor rather than a project manager to oversee the City Council transfer to alternative premises;
- (b) the Town Clerk to report back to members on the outcome of discussions with Mr P Masters.

385 HALL FOR CORNWALL LIAISON COMMITTEE

Members noted the Minutes of the meeting held 23 February 2018 previously circulated and it was

RESOLVED that the Minutes of the meeting be approved and adopted.

386 TOWN CLERK'S REPORT

Following discussion it was proposed by the Mayor and

RESOLVED that the Town Clerk's report be approved and adopted

387 PLANNING (PL1)

Smaller Householder Applications

A Councillor voiced his concerns but could also see the benefits of streamlining the small householder applications and considered any changes to the existing planning process should be for a trial period.

Mrs Carlyon considered the planning process should continue as it is for the next twelve months to enable new members of the Council on the Planning Committee to learn the procedure.

Mrs Carlyon requested paper copies of all plans as she was experiencing difficulty reading plans on the small computer screen.

388 TRURO SIGNAGE PROPOSAL

Referring to the presentation at the beginning of the meeting, it was reported the project had been funded from a 106 agreement out of the Eastern District Centre development to be specifically used for City Centre enhancement projects. It was confirmed Cornwall Council Highways Department had been consulted throughout the design and had agreed to the positioning of the signs.

Following discussion on a proposal by Councillor Biscoe, seconded by Councillor Mrs Carlyon, for deferral on the grounds of there not being a clear opinion from the Conservation Officer confirming the signage was acceptable in a Conservation

Area, having being put to the vote the proposal was lost.

Councillors Biscoe, Mrs Carlyon, Mrs Neale and Wells requested their names be recorded as being against refusal of their proposal.

Members considered the totem poles were not exactly in the right position and restricted movement on the pavements but were advised because they were not double sided these could not be placed against a wall.

Following lengthy debate it was proposed by Councillor Roden, seconded by Councillor Tamblyn and

RESOLVED that permission be granted for the signs as described in the proposal under Permitted Development Rights; subject to any comments received from the Cornwall Council Conservation Officer and the Conservation Committee.

389 TRURO ROSELAND COMMUNITY NETWORK PANEL (F20)

Councillor Wells reported on the panel meeting held 20 March 2018. He advised the main presentation was from Viv Bidgood, Highways and Environment, who provided an overview of CORMAC's highway service standards. It was also reported that the presentation included how repairs are managed and how defects can be reported.

Potholes

Members were advised that there was now a link on Cornwall Council's website to report a pothole and it was possible to monitor when the repair was to be carried out once the hole has been reported.

The Community Link Officer gave a briefing on the recommendations for strengthening Community Networks that would be considered by cabinet in the future when the Panel would have an opportunity to ask questions and give feedback.

Local Place-Shaping Fora

The Panel discussed who would report back to the Community Network Panel and have an opportunity to inform the development and monitor the delivery of the place-shaping fora's work programme.

Public Engagement

To enable the public to submit questions in advance of/at Panel meetings it was suggested that members of the public submit questions in advance to Panel meetings.

CNP Engagement Framework

It was suggested the Panel should have more of a say whether questions for proposed agenda items were relevant and decided they would consider the situation and provide suggestions on any other areas.

Following discussion it was proposed by the Mayor and

RESOLVED that Truro City Council elect Councillor Wells, the nominated Community Network Panel representative, to also act as the place shaping delegate.

Councillor Wells reported the next meeting would take place 15 May 2018 at 7.00 pm at a venue to be agreed.

390 TRURO MORLAIX TWINNING ASSOCIATION

Members were advised the Association's AGM would take place in the Municipal Buildings at 6.30 pm on 29 March 2018.

391 COMMON SEAL

RESOLVED that the Common Seal be affixed to any document or documents necessary to give effect to the resolutions passed by the Council at this Meeting.

The meeting closed at 9.26 pm.

MAYOR

**MEETING OF THE PLANNING COMMITTEE HELD THURSDAY 5 APRIL 2018
at 7.00 pm**

PRESENT: Councillors Mrs Carlyon, Ellis, Mrs Nolan, Nolan, Smith, Vella (Chairman), Webb and Wells

APOLOGIES: Apologies of absence were reported from Councillors Allen, Jones, Tamblyn and Mrs Tudor

Also in attendance: Mr Montagu (Planning Consultant) speaking for, and Mr Morris (neighbour) speaking against PA18/02262 - 1 The Annexe Woodland Heights Tremorvah Crescent

Other members of the electorate, who did not speak, were also in attendance.

The meeting was audio recorded by a member of the public, which the Chairman declared at the start of the meeting.

392 DISCLOSURE OR DECLARATIONS OF INTEREST

There were no disclosures or declarations of interest to report.

393 MINUTES

The Minutes of the meeting held 8 March 2018, having been before full Council on 26 March 2018, were signed as a correct record.

394 PLANNING CONSULTATION (PL1)

(a) Schedule 1

Further to all Councillors of Truro City Council being given the opportunity to submit comments to applications in their Ward (by an agreed deadline), and for Members of the Planning Committee to comment on this Schedule prior to publication of the agenda for this meeting, it was proposed by Councillor Vella (Chairman) that it be

RESOLVED that the recommendations contained within Schedule 1, as proposed by the Chairman, be adopted by the Planning Committee

(b) Schedule 2

The Committee considered plans submitted in accordance with the planning consultation procedure, details of which are attached (Schedule 2), and, that it be

RESOLVED that Cornwall Council be informed of the following recommendations as voted upon by Truro City Council's Planning Committee:-

**(i) The Annexe, Woodland Heights, Tremorvah Crescent (1)
(PA18/02262)**

Unanimous refusal recommended as Members felt the aesthetic value of the approach road was being undermined by the development, and that the proposal was unneighbourly. It was also believed that the Tree Preservation Order had not been lifted for the area, and that there was already significant adequate parking without the addition of a garage.

Proposer: Councillor Webb
Secunder: Councillor Smith

**(ii) 42 Lemon Street (2 & 3)
(PA17/11575 & PA17/11576)**

The Chairman informed Members that Cornwall Council had removed the application from the Online Planning Register, stating that they were awaiting more information.

As the Planning Clerks had not been informed, some Members had spent time searching for the application. The Chairman therefore requested the Planning Clerks write to Phil Mason CC, Head of Planning at Cornwall Council requesting that a simple disclaimer stating that an application had been removed should be placed on the Online Planning Register in the future.

(iii) 151 Bodmin Road (4)
(PA18/01572)

Unanimous refusal recommended on the grounds of the Juliet balcony and the south west windows, both of which gives a perception of overlooking the neighbours. The proposal is not in keeping with the area or the existing design of the bungalow. Members support the Case Officer's comments relating to the footprint of the proposal and invite a fresh application with a more traditional design.

Proposer: Councillor Ellis
Secunder: Councillor Smith

(iv) 11 Richards Crescent (5)
(PA18/01624)

Approval recommended to add a single storey, timber framed, and block rendered flat roofed guest annexe.

Proposer: Councillor Vella (Chairman)

(v) Lighterage Quay, Newham Road, Newham (6)
(PA18/01647)

The Chairman informed Members he met with a representative of the Environment Agency and the Vice-Chairman on site. As the application only sought to lift the existing control kiosk by about 1.5 metres, onto an adjacent store building, to avoid the risk of flooding (and therefore avoid subsequent damage to equipment operating the flood gates), and due to the immediacy of the works involved, the application was approved under delegated powers and therefore it did not need to be discussed at the meeting.

(vi) 29 Redannick Crescent (7)
(PA18/01874)

Refusal recommended on the grounds of the proposal constituting overdevelopment, over-crowding, that it was unneighbourly, and that access from the lane would be very difficult.

Proposer: Councillor Smith
Secunder: Councillor Ellis

Councillor Nolan requested that his name be recorded as having abstained from voting on the above recommendation.

(vii) Gwendroc House, Barrack Lane (8)
(PA18/01897)

Unanimous refusal recommended as Members did not feel there was any justification to the proposed works. It was noted there was no mention as to the health of the Holm Oak.

Members also wondered whether there was an error in the listing: whether the proposal was raising the canopy by 8 to 10 metres or from 8 to 10 metres.

Following further discussion, it was requested the Chairman speak to Truro's Tree Officer, James Gregory, regarding Members' concerns over recent Tree Officer recommendations on applications.

Proposer: Councillor Vella (Chairman)

(viii) **39 Falmouth Road (9)**
(PA18/02086)

Unanimous refusal on the grounds of unacceptable loss of original fabric in a Grade II Listed Building in a Conservation Area. Members supported the comments made by the Historic Environment Team.

Proposer: Councillor Ellis
Seconder: Councillor Webb

(c) **Enforcement Investigations**

Members noted the planning enforcement list received from Cornwall Council.

395 PLANNING MATTERS – GENERAL (PL1)

Smaller Householder Applications

Further to Minute 349 (ii) of Council (26.03.18), the Chairman reiterated that only non-controversial smaller householder applications defined as “those with proposed works that do not exceed a 25% increase in total volume”, that were not listed buildings or in the Conservation Area, and had not received Member comments during e-mail circulation, would be decided under delegated powers. All Wards Members and all Members of the Planning Committee would still receive notification of all applications and therefore would have the chance to comment or request an application be considered at the Planning Committee meetings. Changing the process in this manner would shorten Schedule 1 and would allow for the submission of recommendations within the planning cycle (as opposed to waiting until after the meeting) which would alleviate the need to request deadline extensions from the Case Officers.

Members discussed the possibility of the Planning Clerks compiling lists of incoming applications (so therefore send fewer emails), however due to the nature of how the City Council was consulted on applications, reserving applications to compile a list would “eat into” the consultation period given and therefore make it more difficult to submit comments in a timely manner.

The issue of accessibility of applications, and the level of information technology knowledge required to view applications via the Online Planning Register was considered. The Chairman commented that he was aware of the current pressures on the General Office and did not want to add to the workload. Councillor Webb offered to investigate the feasibility of the Planning Clerks providing a link to individual applications within emails (without creating significant extra work) to make the viewing of applications easier.

Following further discussion, it was proposed by the Chairman that it be

RESOLVED that the Planning Committee trial the consideration and submission of recommendations of smaller householder applications (as defined previously) for six months.

Councillor Mrs Carlyon asked for her name to be recorded as having voted against the above resolution.

396 CHAIRMAN’S REPORT (PL1)

(i) **Higher Newham Farm (PA18/00959)**

The Chairman reported that though a meeting with Geoff Brown CC, Portfolio Holder for Transport at Cornwall Council and other interested parties had been arranged to discuss the access at Higher Newham Farm, Mr Brown’s secretary had emailed to

postpone the meeting due to personal reasons. The meeting had been re-arranged for 23 April 2018.

**397 PLANNING CONSULTATIONS (PL1)
Truro Conservation Area Advisory Committee's Correspondence – Truro BIDs Signage**

Further to Minute 378 (Council, 26.03.18), the Truro Conservation Area Advisory Committee submitted correspondence to the Town Clerk with their response to Truro BIDs signage proposal, expressing concern over the City Council's ability to approve the signage under Permitted Development Rights. They also questioned whether Planning Applications should be submitted to Cornwall Council (by Truro BIDs) in the usual manner. Other concerns included the positioning, number of, and scale of the signs, as well as their unsuitability in the Conservation Area.

**398 LICENSING – PUBLIC ENTERTAINMENT LICENCE (F12/5)
Cormwall Gin Festival (Lemon Quay)**

The Chairman reported a licensing application regarding a Gin Festival on Lemon Quay between 22 and 24 June 2018. The application requested a licence for live music, recorded music, late night refreshments and the supply of alcohol (various hours).

Members discussed the application and following confirmation there would still be room for the Farmers' Market on Lemon Quay, had no objection to the size of the event space. However, some concern was expressed over the noise levels, particularly late at night, that a ticketed event in an open public space made people feel excluded, and that the duration of the event (time, and number of days) was too long.

As the application had been received too late to be included on the agenda, the Chairman welcomed the comments from Members but would correspond, under delegated powers, with the Licensing Officer and request that Environmental Health monitors the noise levels.

The meeting closed at 8:35 pm.

CHAIRMAN

Schedule 1

PLANNING APPLICATIONS – FOR THE MEETING OF 5 April 2018

SCHEDULE 1 – To Receive a Single Recommendation for the Entire Schedule at the Meeting.

If Members of the Planning Committee wish for an application to be transferred to Schedule 2, please inform the Chairman and Clerk by Thursday 29 March 2018 at 5pm for it to be included on the agenda. Please use material planning considerations only.

If the recommendation already states “transfer to schedule 2” there is no need to comment further on this application until the meeting.

Application Details	Proposal	Ward	Comments from Case Officers	Recommendation from Chairman/ Vice-Chairman & Councillors
PA18/01617 JK Lettings Ltd 7 Old Bridge Street Truro Mr Griffett	To display advertisements to meet TaxAssist Accountant’s Brand Guidelines. Our proposal includes the request to fit one non-illuminated fascia and one non-illuminated hanging sign.	Boscawen	<i>Sophie Rogers: Extension requested</i>	Schedule 1 approval subject to applicant changing materials and leaving out the projecting sign to comply with CA policy
PA18/01647 Lighterage Quay Newham Road Newham Truro Mr Chris Jones Environment Agency	Improvements to the existing control kiosk to improve the resilience of the Truro tidal defence which offer flood protection to the large portions of Truro. This includes raising vulnerable operational equipment into a location that will not be flooded in the event of overtopping of the flood defences.	Redannick	<i>Sophie Rogers: Extension requested</i>	Schedule 2
PA18/01897 Gwendroc House Barrack Lane Truro Mr Kenneth William Tinkler	(TPO) Raise the canopy of Holm Oak by 8 to 10 metres on the eastern elevation.	Redannick	<i>Sarah Dyke: Extension requested</i> <i>“I am waiting for comments from the Forestry Officer, but the canopy raise does not appear to be excessive and is unlikely to harm the appearance of the tree”</i>	Schedule 2
PA18/01572 151 Bodmin Road Truro Mr David Sell	To remodel existing bungalow to create a well insulated 4 bedroom house with porch, a Juliet balcony and extended parking area	Boscawen	<i>Sarah Dyke: Extension approved</i> <i>“I am currently querying with the agent how much of the original footprint of the building is to be retained as part of this proposal. I am also asking for further detail which shows the relative heights of the property and neighbouring</i>	Schedule 2

Schedule 1

			<i>buildings (street scene view). Once I have this information I will be able to make further comment on the application”.</i>	
PA18/01303 St Pauls Church Agar Road Truro David Kelly Keltek Trust	(LB) Consent to remove the single bell cast from the tower and relocate in another church (no alterations will be made to the former church building)	Boscawen	<i>Sophie Rogers: Extension requested</i>	Schedule 1 with a recommendation to approve
PA18/02086 39 Falmouth Road Truro Dr and Mrs James Huddy	(LB) Consent to demolish existing modern conservatory, construct new contemporary kitchen/entrance on original footprint. Break-through from existing sitting room to form open-plan kitchen/diner. Make existing kitchen into utility and reinstate original hall/passageway. Make modern vestibule into WC. Re-order first floor bathroom, WC and dressing room to form single family bathroom and ensuite/dressing room.	Redannick	<i>Stacey Lowe: Extension approved</i>	Schedule 2
PA18/01851	Full application to the above (came in after the LB)			
PA18/01340 Truro School Trennick Lane Truro Mr Richard Lamboll Estate Manager, Truro School	Installation of a two-storey modular building on a parking area adjacent to the Maths Block.	Tregolls	<i>Sophie Rogers: Extension requested</i>	Schedule 1 with a recommendation for approval for 5 years only
PA18/01874 29 Redannick Crescent Truro Mr and Mrs Milliner	Proposed 2-bed detached dormer bungalow with off-road parking and garden area.	Redannick	<i>Sophie Rogers: Extension requested</i>	Schedule 2

Schedule 1

<p>PA18/01223 16 The Parade Malpas Road Truro Ms J Brenton</p> <p>PA18/01224</p>	<p>(PA) To restore Georgian sash windows</p> <p>Listed building application for above</p>	<p>Tregolls</p>	<p><i>Stacey Lowe: Extension approved</i></p>	<p>Schedule 1 recommendation for approval</p>
<p>PA17/11575 42 Lemon Street Truro Mrs C A Waite</p> <p>PA17/11576</p>	<p>(PA) Demolition of garage outbuilding and re-construction to form new garage with studio annexe over</p> <p>LB) Listed building application for above.</p>	<p>Boscawen</p>	<p><i>Sophie Rogers: Extension requested.</i></p>	<p>Schedule 2</p>
<p>PA18/01624 11 Richards Crescent Truro Mr R Staines</p>	<p>To add a single storey, timber framed, and block rendered flat roofed guest annexe</p>	<p>Trehaverne</p>	<p><i>Neil Butler: Extension approved</i></p>	<p>Schedule 2 (nb. Have requested whether applicant would negotiate for a pitched roof)</p>
<p>PA18/01893 8 Tresawls Road Truro S Downing</p>	<p>Demolition of existing garage and creation of a new studio</p>	<p>Trehaverne</p>	<p><i>Laura Potts: Extension approved</i> <i>"I can confirm that we can wait until the 6th April for Truro City Council comments. I haven't yet been to the site, but when I do I will let you know my initial thoughts".</i></p>	<p>Schedule 1 approval subject to no objections from neighbours.</p>
<p>PA18/02262 1 The Annexe Woodland Heights Tremorvah Crescent Truro Mr R Dolman</p>	<p>Proposed detached garage</p>	<p>Boscawen</p>	<p><i>Kirsty Smith: Extension approved</i></p>	<p>Schedule 2</p>
<p>PA18/02370 'Robinswood' 23A Nansavallon Road Truro Mr D Hicks</p>	<p>Single storey rear extension</p>	<p>Trehaverne</p>	<p><i>Stacey Lowe: Extension approved.</i></p>	<p>Schedule 1 recommendation for approval subject to the extension not being</p>

Schedule 1

				<i>unneighbourly.</i>
PA18/02402 6 Chirgwin Road Truro Mr and Mrs Dyson	T1 Holm Oak – Fell T2 Field Maple – Crown reduce	Tregolls	<i>Sarah Dyke: Extension approved “I have asked a Forestry Officer to have a look at this application and confirm that the Holm Oak should be felled. If the Forestry Officer confirms that the tree will not recover from the ‘decay’ then I will likely recommend that it be felled. With regard to the field maple the degree of reduction shown on the photographs appears reasonable”</i>	Schedule 1 approval subject to agreement of Cornwall Council’s Tree Officer

Schedule 2

PLANNING APPLICATIONS – FOR THE MEETING OF 5 APRIL 2018
SCHEDULE 2 – Applications to be considered at the Meeting.

Application Details	Proposal	Ward	Comments from Case Officers	Recommendation from Chairman/ Vice-Chairman & Councillors
(1) PA18/02262 1 The Annexe Woodland Heights Tremorvah Crescent Truro Mr R Dolman	Proposed detached garage	Boscawen	<i>Kirsty Smith: Extension requested</i>	Chairman: Schedule 2
(2) PA17/11575 (3) PA17/11576 42 Lemon Street Mrs C A Waite	(PA) Demolition of garage outbuilding and re-construction to form new garage with studio annexe over (LB) Listed building application for above.	Boscawen	<i>Sophie Rogers: Extension requested</i>	Schedule 2
(4) PA18/01572 151 Bodmin Road Mr David Sell	To remodel existing bungalow to create a well-insulated 4 bedroom house with porch, a Juliet balcony and extended parking area	Boscawen	<i>Sarah Dyke: Extension approved</i> <i>“I am currently querying with the agent how much of the original footprint of the building is to be retained as part of this proposal. I am also asking for further detail which shows the relative heights of the property and neighbouring buildings (street scene view). Once I have this information I will be able to make further comment on the application”.</i>	Schedule 2
(5) PA18/01624 11 Richards Crescent Truro Mr R Staines	To add a single storey, timber framed, and block rendered flat roofed guest annexe	Trehaverne	<i>Neil Butler: Extension approved</i>	Schedule 2 (nb. Have requested whether applicant would negotiate for a pitched roof)

Schedule 2

<p>(6) PA18/01647 Lighterage Quay Newham Road Newham Mr Chris Jones Environment Agency</p>	<p>Improvements to the existing control kiosk to improve the resilience of the Truro tidal defence which offers flood protection to the large portions of Truro. This includes raising vulnerable operational equipment into a location that will not be flooded in the event of overtopping of the flood defences.</p>	<p>Redannick</p>	<p>Sophie Rogers: Extension requested</p>	<p><i>Schedule 2</i></p>
<p>(7) PA18/01874 29 Redannick Crescent Mr and Mrs Milliner</p>	<p>Proposed 2-bed detached dormer bungalow with off-road parking and garden area.</p>	<p>Redannick</p>	<p>Sophie Rogers</p>	<p><i>Schedule 2</i></p>
<p>(8) PA18/01897 Gwendroc House Barrack Lane Mr Kenneth William Tinkler</p>	<p>(TPO) Raise the canopy of Holm Oak by 8 to 10 metres on the eastern elevation.</p>	<p>Redannick</p>	<p>Sarah Dyke</p>	<p><i>Schedule 2</i></p>
<p>(9) PA18/02086 39 Falmouth Road Dr and Mrs James Huddy</p>	<p>(LB) Consent to demolish existing modern conservatory, construct new contemporary kitchen/entrance on original footprint. Break-through from existing sitting room to form open-plan kitchen/diner. Make existing kitchen into utility and reinstate original hall/passage. Make modern vestibule into WC. Re-order first floor bathroom, WC and dressing room to form single family bathroom and ensuite/dressing room.</p>	<p>Redannick</p>	<p>Stacey Lowe: extension approved – Case office comments to follow</p>	<p><i>Schedule 2</i></p>

APPENDIX 3

April 2018

To: Mayor (Councillor C J Tamblyn)
Mayor Elect (Councillor Ms L Southcombe)
Deputy Mayor (Councillor I T Jones)
Deputy Mayor Elect (Cllr R J Smith)
and all members of the
PLANNING COMMITTEE

LIST OF OPEN ENFORCEMENT INVESTIGATIONS FROM CORNWALL COUNCIL
Truro City Council will receive updates on open cases when they are progressed

Enforcement Ref.	Location
EN18/00328	<i>TREGOLLS HOUSE 44-46 FALMOUTH ROAD TRURO</i> <i>Alleged groundworks and demolition of walls within the curtilage of a Listed Building.</i>
EN18/00386	12 BARTON MEADOW KENWYN TRURO <i>High hedges complaint</i>

APPENDIX 3

LIST OF CLOSED ENFORCEMENT INVESTIGATIONS FROM CORNWALL COUNCIL Summaries of Closures Provided by Case Officers

Enforcement Ref.	Location
EN17/02077	<p>TREMORVAH HOUSE TREMORVAH CRESCENT TRURO <i>Alleged works not being carried out in accordance with approved plans PA15/05495 - back retaining wall not as approved and concerns regarding number of parking spaces allocated in the basement parking of The Hideway.</i></p> <p>Officer's comment's: The rear retaining wall has not been finished in accordance with neither the 2015 permission nor the pending 2017 application as such the expediency of the development has been considered, it has been viewed that this technical breach of planning control is not considered to be significantly harmful in its locality this is due to the materials and finish of the wall and its set down location within the site. The complaint relating to basement parking has previously been addressed with the complainant as no breach due to the wording of the condition being a prior to occupation condition.</p>
EN17/02446	<p>LAND TO REAR OF 17 CHARLES STREET TRURO <i>Alleged felling of a fir tree which falls within a conservation area</i></p> <p>Officer's comments: Works have been carried out to a tree located within the rear garden of this property within Truro conservation area, technically any works to a tree within a CA (size restrictions) requires consent, in this instance it is deemed that this tree would have met the size restrictions; however in this instance there are no witnesses of who has carried out the works the property owner does not permanently live at this address and has offered to provide confirmation of his whereabouts during the time when the tree is believed to be felled. In light of no evidence and no witnesses the Council cannot pursue this matter. I am aware that the police have been informed of these works by the property owner.</p>
EN18/00222	<p>1 CLIFTON GARDENS RICHMOND HILL TRURO <i>Alleged untidy advertisement hoardings.</i></p> <p>Officer's comments: Site visit carried out a number of fixed layers of paper removed from old advertisements fixed on these boards, none on the street, the boards are not deemed to be detrimentally untidy to warrant further action.</p>

**A MEETING OF THE PARKS AND AMENITIES COMMITTEE HELD
ON MONDAY 9 APRIL 2018 at 7.00 pm**

PRESENT: Councillors Mrs Eathorne-Gibbons (Chairman), Biscoe, Mrs Butler, Mrs Cox, Ms Southcombe, Roden, Smith, Tamblyn and Wilson

APOLOGIES: Apologies for absence were submitted on behalf of Councillors Mrs Callen, Jones, and Mrs Stokes

Also in attendance: Councillors Rich and Smith

One Truro Resident who gave notice to the Chairman he would be recording the meeting. Members of the Committee were informed.

399 MINUTES

The Minutes of the Meeting held on 12 March 2018, having been before Council on 26 March 2018, were signed as a correct record.

400 VICTORIA AND WATERFALL GARDENS (EP6)

(i) Annual Easter Egg Hunt 2018

The Parks and Amenities Manager reported that this event had been a huge success and £187.00 in donations had been raised for the Friends of Victoria Gardens. This was echoed by a number of Members who attended. The report was noted.

(ii) Friends of Victoria Gardens

It was reported by the Parks and Amenities Manager that this friends group was now fully constituted with a Chairman, Secretary and Treasurer and would be opening a bank account shortly. A consultation event had been held at the Easter egg hunt. The group hoped to move forward with its plans for the Gardens. The report was noted.

[Councillor Biscoe arrived at the meeting at 7.02 pm.]

401 BOSCAWEN PARK AND THE SWANPOOL (EP7)

Report on Play Park Surface

The Parks and Amenities Manager highlighted the on-going drainage issues at Boscawen Park and the Play Park in particular. He had recently met with representatives of the playground construction company and remedial action to re-lay safety surfacing had been discussed. The planned works (and their financing) were outlined to the Committee. It was noted that the Maintenance Team would also be trained to undertake the laying of safety surfacing. The report was noted.

[Councillor Roden arrived at the meeting at 7.05 pm.]

402 IDLESS NURSERY (EP20)

Project Update (including the need for a project manager)

The Parks and Amenities Manager reported since the last meeting the following progress had been made:

- i. Western Power Ltd had installed electricity cables following trench work by the Maintenance Team;
- ii. An electricity transformer box had been installed;
- iii. Cables had been raised and a new pole installed; and
- iv. A borehole had been excavated.

Once a water treatment plant had been installed work would begin on the buildings. The Parks and Amenities Manager would shortly be meeting the scheme's architect to discuss building regulation requirements for the planned buildings. He agreed to report back to the Committee on project costs to date in the next Park and Manager's Report (to be considered at the next meeting).

Members were pleased to hear that Ms C Fozzard, former councillor and Chairman of the Parks and Amenities Committee, was recovering from a recent illness.

The Parks and Amenities Manager confirmed that there was no need to employ a Project Manager at this time.

The report was noted.

403 PUBLIC CONVENIENCES (F10)

Parks Manager's Update

The Parks and Amenities Manager reported that the Public Conveniences Working Party would be holding its first meeting on Thursday 12 April at 9.30 am in the Municipal Buildings. A further report would be made to the next Committee meeting. A Member suggested that the Working Party meet the Public Conveniences Team as part of their work. The report was noted.

404 NATIONAL PLAYDAY 2018

It was reported by the Parks and Amenities Manager that agreement had been reached with Swamp Circus to hold the National Playday and Playfest events on Thursday 2 and Friday 3 August at the new location of the Cattle Market. Permission had been received from Cornwall Council and auctioneers Lodge and Thomas. A hard-standing carpark (with overflow facility) was available. Following the event feedback would be considered prior to any decision being taken for 2019. The Parks and Amenities Manager advised that the usual publicity arrangements for these events would take place. The report was noted.

405 PARKS AND AMENITIES MANAGER'S REPORT (EP18)

Appendix A

Members noted the report of the Parks and Amenities Manager which had been circulated to the Committee via email in the afternoon of the meeting; copies were also tabled at the meeting.

The Parks and Amenities Manager clarified that the unveiling of the civilian war dead plaque ceremony will take place at Victoria Gardens. A number of Members requested that all City Councillors be notified of the arrangements and asked if they knew of any interested parties who might like to be invited. It was also suggested that the family of the late, former Councillor Bowyer (who witnessed the bombing of the City Hospital) be invited to attend. Appropriate publicity would be arranged.

The report was noted.

406 LETTERS OF APPRECIATION (EP11/4)

The Parks and Amenities Manager read out a note of appreciation received on behalf of a Truro resident and a Hayle resident. They complimented the Parks Department on the lovely planting in the parks and gardens and for horticultural advice received from the Deputy Parks Manager.

407 CORRESPONDENCE (EP6)

Victoria and Waterfall Gardens– Trading Rights -Ice Cream Van Franchise

Further to Minute 368, the Parks and Amenities Manager advised that the business which had applied for an ice cream van franchise had, since the last meeting, obtained an alternative site so would not be trading at Victoria Gardens. The Council was thanked for its advice.

The meeting closed at 7.21 pm.

CHAIRMAN

9 April 2018

Item 10

Parks and Amenities Manager's Report:

Victoria Gardens and Waterfall Gardens (EP6)

Civilian War Dead Plaque - On Monday 6 August 2018 at 11.00 am the new civilian war dead plaque will be unveiled and dedicated at a ceremony organised by Mr Paul Caruana. A number of dignitaries including the Lord Lieutenant of Cornwall, Mayors of Truro and Boppard, all Truro City Councillors, members of the Royal British Legion and the families of those who lost their lives will be invited.

Boscawen Park –Use by Organizations (EP7/4)

Use of Car Park - Permission was granted under the Parks and Amenities' Manger's delegated powers for the Truro Canoe Club to start and finish its annual kayak race on 10 June at Boscawen Park, where competitor's cars will be parked. Competitors are expected to arrive from 13:00 and depart by 16:00.

Boscawen Park – Tennis Court Renovation Contract (EP7/5/2)

Work started on 28 March and drainage works, washing courts and fence removal have been undertaken. I looked at turning one set of courts around due to the sun rise and fall, but this was not an option due to the court sizes (Minute 316 refers).

Truro Loops Update

A consultation event will be taking place at Malpas Community Centre , Polstain Road, Truro TR1 1OR on 12 April 2018 from 7.00 pm.

Parks Machinery & Equipment & Vehicle Plant Renewals Fund (EP 7/7)

Vehicles - Parks and Amenities Committee Sub-Committee – On 9 March the Sub Committee met and considered options to buy, lease or hire an excavator. Members recommended the purchase of a 1.6 tonne machine from CBL in Saltash for £11,225, which has been delivered to Victoria Gardens. (Minute 319 refers).

Friends of Daubuz Moor

Working days and Meeting - The Friends had a working day which was held on Saturday, 7 April to sort the rest of edging of paths and coppicing. A further working day is being held with Cornwall Wildlife Trust on Wednesday 11 April to fill the paths with woodchip.

RECOMMENDED:

That the report be noted.

**Richard Budge
Parks and Amenities Manager**

9 April 2018

Town Clerks Report Council 23rd April 2018

Boscawen Park Tennis Development

The contract for the renovation of the courts commenced on the 21st March. Work is progressing on schedule and is to a high standard. The job will take an estimated eight weeks, which will be followed by a three week period where the courts harden; and then a week of spray colour being applied.

Hall for Cornwall development

The Hall for Cornwall continue to work with the contractor on the detail of the contract. We are working to a timing for vacating the Municipal offices at the end of June. In terms of the current locations proposed for our functions: -

- Council meetings will take place at the Trelawney room at County Hall.
- The Administration offices have the option of moving to Penhaligon House as guests of the Hall for Cornwall. However, the preferred option is to use the library building. This is dependent upon agreement with the Trustees of the Technical School who are in discussion with the Charity commission to obtain approval. Due to the lead in time for arranging the move we are now approaching a date when unless we receive permission to use the library on acceptable terms then we will have to move to Penhaligon House.
- As far as the TIC is concerned we are finalising the terms of a lease on 30 Boscawen Street. The draft lease is with our solicitors and I will report further on whether the Finance & General Purposes Committee approved the final terms of the lease.

Cornwall Council – Devolution

Following our high level meetings with Cornwall Council in March there has been movement with the proposed transfers. At the time of writing I am awaiting confirmation of the position from our solicitors and will report further at the meeting.

General Data Protection Regulations (GDPR)

We continue to work towards compliance with this legislation by the due date. There is not clarity yet over some issues, particularly who can take the statutory role of Data processing Officer. We will be compliant by the due date of the 25th May and soon after I will arrange a briefing for Councillors on the implications of the legislation.

**Roger Gazzard
Town Clerk**