

MINUTES of the EXTRAORDINARY MEETING of the ENVIRONMENT & TOURISM COMMITTEE held in the Council Chamber, Council Offices, 1 Chapel Street, St Just on Monday 30 April 2012 at 7.15 p.m.

PRESENT

Councillor D Stevens - Chairman
Councillor C S McClary – Vice-Chairman

Councillor Mrs S James Councillor M Nicholls
Councillor F Morris Councillor Mrs S Olds

Councillor M Thomas – Town Mayor was also in attendance.

TOWN CLERK

Elaine Baker

Also in Attendance

Kevin Moseley, Planning & Regeneration Service, Cornwall Council
Rob Pickering, Allotment & Growers' Association
Debbie Pepper, Allotment & Growers' Association

E&TC.20 Apologies for Absence

None received.

E&TC.21 Declarations of Interest

None received.

E&TC.22 Allotments – Bosavern Farm

The meeting had been arranged to consider what actions needed to be addressed to complete the planning application in respect of the proposed allotments at Bosavern Farm, to meet the 17 May deadline for the submission of the application for funding to the West Cornwall Local Action Group (LAG) and to assign tasks accordingly.

Kevin Moseley advised the Committee of the additional information that was required to enable the planning application to be registered. The outstanding issues related to the new vehicular access, visibility splays, onsite parking provision, materials, production of scaled drawings and elevations / dimensions of the proposed sheds.

The Town Mayor reported that since the Council meeting on 23 April 2012 he had engaged the services of a local architect to produce the required drawings and copies of the draft plans were circulated at the meeting.

Mr Moseley commented that in view of the 60mph speed limit in that area, Cornwall Council's initial view was that the new access should be wide enough to take two passing vehicles. It was **AGREED** that Tregear Architectural Services Ltd be asked to provide amended drawings to reflect the suggested amendments, and that it be noted on the plans that the parking area was to be finished in scalplings. The access to include a 5m x 5m tarmac finish at the entrance / exit to the highway. The whole site area to be outlined in red, including the visibility splays. **(MT to action)**.

The Town Clerk circulated elevation drawings of the sheds, together with dimensions. It was proposed that the sheds would be stained green to reduce the visual impact in the AONB. Mr Moseley's view was that the drawings, as tabled, would be sufficient for planning purposes and **AGREED** to confirm this to the Town Clerk as a matter of urgency.

Kevin Moseley explained that the planning fee was calculated on the floor area of the sheds and that the fee submitted may not be appropriate. He **AGREED** to advise the Town Clerk of the correct fee for payment to enable the registration to be completed.

The Town Clerk reported that she had met with Clare Leverton, Cornwall Development Company to discuss the timetable for completing the LAG funding application and circulated copies of the application form.

It was essential that the planning application was registered in advance of the 17 May deadline as the LAG Board required an indication as to when a decision on the application would be made. All elements of the project needed to be fully costed, and any costs in excess of £500.00 needed to be accompanied by three quotations. Costs in excess of £10,000.00 would need to be the subject of a formal tender process. It was **AGREED** that Councillor Morris would obtain the necessary quotations in respect of the ground works, including the car parking and hedging. It was **AGREED** that the Allotment & Growers' Association would obtain quotations for rabbit fencing etc to purchase the materials. "In kind" contributions could also be included in the LAG application which would be provided by the Allotment & Growers' Association.

The Town Clerk also explained that the Expression of Interest which had been approved by the LAG Board included an element of match funding from the Town Council, initially £4,000.00. Clare Leverton had indicated that the higher the level of match funding the greater the chance of success. Other funding sources had been suggested such as "Awards for All" and "Biffa" but required further investigation. The Town Clerk also reported that Clare Leverton had offered assistance in completing the application.

It was **AGREED** that Councillor Stevens, together with Rob Pickering would complete the application to meet the 17 May 2012 deadline. The Town Clerk to email an electronic version of the application to them. **(EB to action)**.

Following detailed consideration of the issues it was

RESOLVED TO RECOMMEND TO THE FULL COUNCIL that

1. The above agreed actions be endorsed, and
2. The Town Council is asked to consider the issue of match funding at its next meeting on 14 May 2012 in order to complete the LAG funding application and meet the deadline of 17 May 2012 for its submission.

Meeting closed at 8.15 p.m.

Chairman