



St MINVER LOWLANDS PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING

HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHAPEL

ON MONDAY, 7th FEBRUARY 2011 @ 7.30pm

Present: Cllr. Mrs Mould (Chairman) Cllr. Blewett Cllr. Mrs Gibson
 Cllr. Gisbourne (PC/CC) Cllr. Mrs Morgan Cllr. Rathbone
 Cllr. Taper Cllr. Mrs Webb Mrs Thompson (Clerk)

Minute	AGENDA ITEMS	Action
	<u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed those present.	
15/2011	<u>Apologies for Absence</u> – Cllr. Miss Gilbert (business commitment) and Cllr. Strong (ill health).	
16/2011	<u>Members' Declarations:</u> a. <i>Declarations of Interest, in Accordance with the Agenda</i> – none b. <i>Declarations of Gifts over £25</i> – none	
17/2011	<u>Minutes of Meetings:</u> a. <i>Full Council Meeting</i> – 4 th January 2011, AGREED as a true record. b. <i>Planning Meeting</i> – 17 th January 2011, AGREED as a true record.	
18/2011	<u>Outside Bodies/Reports</u> – a. <i>Police</i> – PC Taylor was not present, but a written report was provided (copy on file). Cllr. Gisbourne reported that it is possible Sgt. Moorcroft will be relocated to Liskeard. b. <i>County Council</i> – Cllr. Gisbourne updated Members on the “super-market” planning applications and CC’s budgetary position. Members were given an update on the Pityme Park planning application. It appears a different developer is now involved. c. <i>St Minver Highlands Parish Council</i> – a copy of the January Minutes were made available at the Meeting. d. <i>Padstow Harbour Commission</i> – a copy of the December Minutes were made available at the Meeting. e. <i>Parish Plan Committee</i> – nil to report. Cllr. Mrs Gibson arrived at this point. f. <i>Memorial Policy for Cornwall</i> – Cllr. Mould spoke to her written report (copy on file), which she had previously circulated via email. A further meeting is to be held.	

	<p>g. <i>Community Network</i> – Cllr. Mould updated Members, following the Meeting held on 27th January 2011. The main issue is CC’s Core Strategy, which is on the agenda of the January Planning Meeting.</p> <p>h. <i>North Cornwall Group of Councils</i> – notes of the Meeting held on 27th January 2011 have been received.</p>	
19/2011	<p><u>Planning Applications</u> –</p> <p>a. <i>PA10/08263, Moiety Cross, Brea Road, Rock</i> – demolition of existing garage/store and erection of annexed accommodation to include a basement. NO OBJECTION, but Members would like to see that the development is treated as an annex to the main property and cannot be split from it or sold off in the future.</p> <p>b. <i>PA10/08463, West Riding, Rock</i> – demolition of existing garage and erection of a single storey extension. NO OBJECTION.</p> <p>c. <i>PA10/08697, 3-4 Beachside, Rock</i> – Application of Display of advertisement signs namely 2 x fascia signs (timber painted board with internally illuminated open faced architectural letters), 2 x Stall Risers (painted timber with hand painted signs) and 1 hanging sign. NO OBJECTION.</p> <p>d. <i>PA10/08698, 3-4 Beachside, Rock</i> – installation of a condenser unit to be hung on the side of a retail unit. NO OBJECTION provided it is within acceptable noise levels.</p> <p>e. <i>PA10/08743, Land adj. Trequite, Highcliffe, Polzeath</i> – revised dwelling design for new dwelling and garage - planning approval reference no. E1/2010/00335 dated 10/05/2010. NO OBJECTION.</p> <p>f. <i>PA10/08746, 7 Higher Tristram, Polzeath</i> – front porch extension. Reducing and installing a new window on the west elevation. Re-covering the pitched roofs. NO OBJECTION.</p> <p>g. <i>PA10/08757, Cant Farm, St Minver</i> – construction of new store building. NO OBJECTION.</p> <p>h. <i>PA11/00231, 58 Little Trelyn, Rock</i> – proposed extension and garage conversion to existing dwelling. NO OBJECTION, but Members point out that there is an issue with lack of parking in the area and this application would compound the problem.</p>	
20/2011	<p><u>Traffic Matters</u></p> <p>a. <i>Traffic Consultation</i> – Minute 06a/2011 refers. Mr Neil Grigg, Highways Design Group Technician advises that the consultation, on the following Traffic Orders, is scheduled for April this year, “<i>but this is dependant on the designers other schemes running to plan</i>”. He explained that the scheme should be issued to the Works Co-ordinator in June, who will then add it to the programme of works for the signing and lining to be done. This will, however, depend on the outcome of the consultation.</p> <ul style="list-style-type: none"> • <u>Rock Road, Traffic Calming Proposals</u> – • <u>Polzeath, Traffic Calming Proposals</u> – <p>b. <i>Parking: Civil Enforcement</i> – Minute 06b/2011 refers. Members discussed a number of points they wish to raise with Mr Jon Haskins, Group Manager Parking Operations, CC and Mr Graham Holland, Area Manager Parking Operations (East), CC, who are due to attend the February Planning Meeting.</p>	

	<p>c. <i>Community Speedwatch</i> – Minute 06d/2011 refers. Representatives from the Police will meet with Members on Friday, 25th February 2011, 10.30am in the Council Chamber. It was noted the Clerk had invited Highlands and PARA to attend. The Clerk to invite the TRA.</p> <p>d. <i>Trewint Parking Sign</i> – Minute PL03b/2011 refers. Members considered a proposal for the installation of a “Free Parking” sign, indicating the way to the Trewint Playing Field, but felt it was inappropriate. No further action.</p> <p>e. <i>Trebetherick Residents’ Association</i> – a letter has been received from the TRA, highlighting a number of concerns:</p> <ul style="list-style-type: none"> • <u>Traffic Speed</u> – the TRA feels this is excessive throughout the year. They have ruled out the possibility of permanent speed restriction signs , traffic calming or other similar measures, some members enquired about mobile speed warning signs which they had seen elsewhere and which can be deployed as required. • <u>Signage</u> – the TRA points out that of the existing traffic and road signs have become heavily encrusted with dirt, which is not only unsightly but makes them very difficult to read. Their attempts to clean one proved to be ineffective. Also foliage is partially obscuring many of them particularly around the area adjacent to Daymer Lane. • <u>Highway Surfaces</u> – the state of the roads through the village and down Daymer Lane is giving cause for concern with particular regard to potholes and general debris from the many embankments and walls. This is a particular problem in Daymer Lane where the banks are suffering erosion. Also the Ham Field development appears to have substantially increased the water run off into the lane which is not only increasing the rate of erosion but causing additional hazards particularly in the recent cold weather. <p>Noted the Clerk has advised the TRA to contact Highways, regarding these issues. She will also pass on our concerns to Highways.</p> <p>f. <i>Highway Surfaces</i> – the following matters were raised:</p> <ul style="list-style-type: none"> • <i>Penmayne</i> – Cllr. Blewett reported some repairs to the road had been carried out. Cllr. Mould will make a site visit. • <i>Trewiston Lane</i> – there are a number of bad potholes between Lowingfold and Restharrow. The Clerk to report this to Highways. <p>g. <i>Foul Water Treatment / Septic Tank System</i> – Members were informed of a recent installation, which appears to have been connected illegally to the rainwater storm drain and not into a foul water sewerage pipe. The Clerk reported that Mr Nigel Elford, from CC’s Building Control department had visited the site and confirms that the foul water is served by a private treatment plant, which discharges into the adjoining highway drain. He has spoken to the Environment Agency and the Highways Authority on this matter and it is confirmed that this is permissible.</p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr. Mould</p> <p>Clerk</p>
<p>21/2011</p>	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Young Children’s Play Area</i> – Minute 07a/2011 refers. The Chairman reported that the trim on the slide had been repaired.</p> <p>b. <i>Traffic Management Training</i> – Minute 13h/2011 refers. Members were unable to attend.</p>	

22/2011	<p><u>Environmental Matters</u> –</p> <p>a. <i>Local Maintenance Partnership (Footpaths) Contract</i> – Minute 08b/2011 refers. A copy of the Notes from the Meeting, held on 20th January 2011, were previously circulated. Members considered and APPROVED the item, to be placed in <i>The Link</i> (copy attached).</p> <p>b. <i>Lead Mines Car Park, Pentire Farm</i> – Mr Mike Simmonds, Head Ranger with Tintagel to Holywell Properties has emailed to advise that temporary fencing is to be erected on this site, to prevent cattle from grazing on the lead mine spoil heaps. Temporary electric fencing will be erected and remain in place whilst the land and vegetation regenerates. Access to the wider area is not affected and Lead Mines car park will, at present, be unaffected. Notices will also be posted on site to explain any ongoing work.</p>	Clerk
23/2011	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – schedule No.2010/11-10, to a value of £1,322.24 was APPROVED for payment.</p> <p>b. <i>Asset Register</i> – revised copy attached. It was RESOLVED to accept the updated Asset Register and it was confirmed that insurance cover is adequate.</p> <p>c. <i>Maintenance Contracts 2011</i> – D B Grounds Maintenance had written to request an increase in their charges. It was AGREED to increase the price to grass verges to £210 per cut and £830 for each footpath cut, w.e.f. 1st April 2011.</p>	Clerk
24/2011	<p><u>Administration</u> –</p> <p>a. <i>Action Plan</i> – Minute 11a/2011 refers. Members considered the Clerk’s draft revision of the Plan and it was RESOLVED to adopt it. A copy to be placed on the website.</p> <p>There was some discussion regarding planting trees in the parish. Cllr. Mould will discuss this further at the next Memorial Meeting.</p> <p>b. <i>Council Chamber</i> – Minute 11b/2011 refers. There was nil to report, regarding disposal of unwanted items in the storage room.</p> <p>c. <i>Community Emergency Plan</i> – it was AGREED Cllrs. Gibson, Morgan and Mould will meet to take this matter forward.</p> <p>d. <i>Community Flood Planning</i> – Members did not consider there is a sufficient level of flood risk to warrant drawing up a separate Community Flood Plan. To be covered by 24c/2011 above.</p> <p>e. <i>Publication Scheme</i> – Members RESOLVED to adopt the revised Freedom of Information Publication Scheme (copy previously circulated). A copy to be placed on the website.</p> <p>f. <i>Quality Status</i> – the Clerk reported that the Parish Council has been awarded Quality Status. No-one was available to attend CALC Annual Meeting, to collect the certificate. Details to be posted on the website.</p>	Clerk Cllr. Mould Clerk Clerk
25/2011	<p><u>Documentation</u> –</p> <p>a. <i>Civil Parking Enforcement</i> – options paper, previously emailed.</p> <p>b. <i>Clerks & Councils Direct</i> – January 2011. Taken by Cllr. Mould.</p>	

	<p>c. <i>Coastguard Consultation</i> – Members are advised to make any local concerns known via www.dft.gov.uk/consultations/open/2010-41/ Deadline for comment is 24th March 2011.</p> <p>d. <i>Community Network Newsletter</i> – December 2010. Received from Ms Helen Couch, CC and can be emailed on request.</p> <p>e. <i>Consultation on Social Housing: Local Decisions</i> – a fairer future for social housing sets out the Government’s plans for reforming the social housing system. It includes a section on managing housing lists and establishes criteria for wishing to register on the social housing list. A summary can be downloaded from the attached link and the full consultation is available from: http://www.communities.gov.uk/documents/housing/pdf/1775586.pdf</p> <p>f. <i>Cornwall’s Ancient Tree Forum</i> – Dr Loveday Jenkin has emailed the winter newsletter, which can be forwarded to Members on request. The Clerk to email details to Cllr. Taper.</p> <p>g. <i>Planning Policy Guidance Note 13: Transport</i> - the Government has announced changes to PPG 13 which gives policy guidance on parking requirements for new developments and parking charges. Guidance now allows Planning Authorities to set their own local requirements and this note may be of help to your council when considering planning applications. It can be downloaded from: http://www.communities.gov.uk/publications/planningandbuilding/ppg13 Members were asked to view this document.</p> <p>h. <i>Poppy Party Weekend</i> – 10-12th June 2011. The Royal British Legion is encouraging individuals/groups to help celebrate their 90th birthday. www.thegreatpoppypartyweekend.org.uk for further details.</p> <p>i. <i>Stronger Civil Society</i> – following on from the Big Society Agenda, the government has launched a consultation on strengthening community organisations. The consultation seeks views on the government’s role in building the infrastructure within the community sector to meet these challenges. The consultation can be found at: http://www.strongercivilsociety.org.uk/</p> <p>j. <i>The Clerk</i> – January 2011. Taken by Cllr. Mould.</p> <p>k. <i>Free Solar Systems for Community Buildings</i> – details emailed from Ms Stephanie Rees, Govan Ltd. The Clerk to send information to the Tubestation and Cllr. Mould.</p> <p>l. <i>Funding Bulletin</i> – Ms Ffion Stanton, CRCC has emailed details of potential funding opportunities aimed at agricultural; business & economy; community; environment & heritage; European International and research. Details can be emailed on request.</p>	<p>Clerk</p> <p>All Members</p> <p>Clerk</p>
26/2011	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meeting</i> – Monday, 7th March 2011.</p> <p>b. <i>Planning Meeting</i> – Monday, 21st February 2011.</p> <p>c. <i>Local Council Planning Forum</i> – Thursday, 10th February 2011, 5pm in the Council Chamber, Truro.</p> <p>d. <i>Great Trees of Cornwall</i> – a number of events have been organised, contact is loveday.jenkin@nationaltrust.org.uk:</p> <ul style="list-style-type: none"> • <u>Great Trees Photographic Exhibition</u> – 14-28th February, Museum Café, Truro. Open during museum opening hours. 	

	<ul style="list-style-type: none"> • <u>Local Recording Days</u> – <ul style="list-style-type: none"> ○ <i>Duchy Lands, Lostiwthiel</i> – Friday, 18th February 2011. Meet at Lostwithiel Community Centre. ○ <i>Pentillie Estate, Nr. St Mellion</i> – Wednesday, 2nd March. ○ <i>Tregothnan Estate, Tresillian</i> – Wednesday, 16th March. e. <i>St Minver Fete</i> – Saturday, 25th June 2011. Members were asked to put this date into their diaries and make every effort to attend. 	
27/2011	<p><u>Information Only/Future Agenda Items:</u> –</p> <ul style="list-style-type: none"> a. <i>St Minver School</i> – it was RESOLVED to send a letter of appreciation to Mr Nick Lane, on his retirement. b. <i>Sharp's Brewery</i> – Members were told that the company had been sold. 	Clerk

Signature: (Cllr. Mrs Carol Mould)
Chairman

Date: 7th March 2011