



# St MINVER LOWLANDS PARISH COUNCIL

## MINUTES OF THE COUNCIL MEETING

### HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHAPEL

ON MONDAY, 4<sup>th</sup> APRIL 2011 @ 7.30pm

Present: Cllr. Mrs Mould (Chairman)      Cllr. Blewett      Cllr. Mrs Gibson  
 Cllr. Miss Gilbert      Cllr. Gisbourne (PC/CC)      Cllr. Strong  
 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.	
41/2011	<u>Apologies for Absence</u> – Cllr. Morgan (work commitment). Cllr. Rathbone was not present.	
42/2011	<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	
43/2011	<u>Minutes of Meetings:</u> a. <i>Full Council Meeting</i> – 7 <sup>th</sup> March 2011, were <b>AGREED</b> as a true record. b. <i>Planning Meeting</i> – 21 <sup>st</sup> March 2011, were <b>AGREED</b> as a true record.	
44/2011	<u>Outside Bodies/Reports</u> – a. <i>Police</i> – PC Taylor was not present. The Clerk reported a second-home owner had rung, to see if Members had any advice on securing their oil tank. She had urged him to contact PC Taylor. b. <i>County Council</i> – Cllr. Gisbourne spoke of the background to the proposed Cornish Stadium. <i>Section 106 Agreements</i> – Members considered the information provided by Ms Emma Wherry, <i>Cornish Guardian</i> , relating to the amount of s.106 cash received for the Lowlands since 2006 (£1,000) compared with the sum agreed (£181,000). Members were appalled at this and felt the money could be used for a local project, such as the proposed St Minver Community Building. The Clerk to write to County Cllr. Kaczmarek to express their thoughts and to advise Ms Wherry of the action taken. She was also tasked to write to Ms Cathy Devereux-Mack to ask why there was so little affordable housing provision in Polzeath.	Clerk Clerk

	<p>c. <i>St Minver Highlands Parish Council</i> – a copy of the March Minutes had not been received.</p> <p>d. <i>Padstow Harbour Commission</i> – a copy of the February Minutes were made available at the Meeting. It was pointed out that there has been a complaint about dog fouling near the Rock toilets.</p> <p>e. <i>Parish Plan Committee</i> – Cllr. Taper reported on the meeting held on 17<sup>th</sup> March 2011. There was some confusion about how the Localism Bill will impact on a revised Parish Plan.</p> <p>f. <i>Memorial Policy for Cornwall</i> – Cllr. Mould said this has stalled waiting for Mr David Atwell, CC who has been otherwise engaged.</p> <p>g. <i>Community Network</i> – Cllr. Mould reported on the views of the Community Network on the Core Strategy.</p> <p>h. <i>NCAN School Project</i> – Cllr. Gibson said she had not been contacted for sometime and she had nil to report.</p>	
45/2011	<p><u>Planning Applications</u> –</p> <p>a. <i>PA11/01628, Pencarrick, Green Lane, Rock</i> – extension of time for the reconstruction/ replacement of existing dwelling house with existing vehicular access and new pedestrian access together with erection of new house on sub divided curtilage including new vehicular and pedestrian access. <b>OBJECT</b> on the grounds: 1. Vehicular access is inadequate. 2. Lack of parking.</p> <p>b. <i>PA11/01957, Little Strand, Rock</i> – proposed first floor extension. <b>OBJECT</b> on the grounds that there is a proposal to introduce double yellow lines outside this property and that this will impound the existing parking / turning problems on site. The plans give the impression that the nearby garages are available for parking, but this is not the property of Little Strand. Members request a site visit to clarify the situation.</p>	<p>Clerk</p> <p>Clerk</p>
46/2011	<p><u>Other Planning Matters</u> –</p> <p>a. <i>CC Core Strategy</i> – item deferred from the March Planning Meeting. Members considered the Core Strategy, which will determine a long-term growth and distribution strategy for Cornwall up to 2030, as well as provide key policies for the determination of planning applications. Members <b>RESOLVED</b>:</p> <ul style="list-style-type: none"> <li>To support Option 1: Cornwall Towns, because Members felt the small villages in rural Cornwall are at their development capacity.</li> </ul>	
47/2011	<p><u>Traffic Matters</u></p> <p>a. <i>Highway Surfaces</i> – Minute 33b/2011 refers. Members received an update, regarding:</p> <ul style="list-style-type: none"> <li><i>Penmayne</i> – Cllr. Mould reported that Mr Brian Doney Highways has undertaken to carry out some immediate ditch clearing and pothole repairs at Penmayne and advises we are on the list for next financial year for road resurface and dressing. However, there may be a delay because the new eco homes need to be connected to the water and sewerage systems and no date has been set for this, which will mean a road closure and that requires 3 months' notice! Members were concerned that this should not be a cause for delay and the Clerk to advise Mr Doney accordingly.</li> </ul>	<p>Clerk</p>

	<ul style="list-style-type: none"> <li>• <i>Trewiston Lane</i> – Mr Doney advises the potholes from the junction with Rock Road to Trewiston Lodge Nursing Home have been added to the repairs list.</li> <li>• <i>Trewiston Lodge Nursing Home</i> – Mr Doney reports the “slow down – elderly persons” sign and road markings, near the Home, are on Highways’ Signs’ Programme for the next financial year, subject to confirmation of available budget.</li> <li>• <i>Daymer Lane</i> – Mr Doney advises the “dirty” road sign at the top of the lane may be due to age and weathering. It will be checked and if it can be cleaned, Highways will action.</li> </ul> <p>b. <i>Penmayne Site Visit</i> – the Clerk apologised, this was a duplicate of 47a/2011 above.</p> <p>c. <i>Road Closures</i> –</p> <ul style="list-style-type: none"> <li>• <i>Trewint Lane, Rock</i> – 3<sup>rd</sup> to 13<sup>th</sup> May 2011 (24 hours).</li> <li>• <i>Trenint Hill and Worthy Hill, Trebetherick</i> – 3<sup>rd</sup> to 13<sup>th</sup> May 2011 (24 hours).</li> </ul>	
48/2011	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Young Children’s Play Area</i> – Minute 34a/2011 refers. Cllr. Gilbert reported that there had been a problem with dogs on site. She asked Members to monitor the situation. The Clerk to contact Mr Mark Meneer and ask him to submit copies of his H&amp;S inspections.</p> <p>b. <i>Older Children’s Play Area / Community Building</i> – Minute 34b/2011 refers. Cllr. Mould reported that an initial meeting had been held on 31<sup>st</sup> March 2011, which was very well attended. Potential grant providers were being approached. It was felt that the first step was to carry out a topographical survey and the Clerk had provided her with some potential sources of funding for this. It was felt advantageous to obtain a quotation for such a survey; Cllr. Mould to action. Cllr. Gibson proposed that the two Parish Councils should finance the survey themselves. The Clerk to approach Highlands to seek their help part funding this. For further discussion at the next Planning Meeting.</p>	<p>Clerk</p> <p>Cllr. Mould</p> <p>Clerk</p>
49/2011	<p><u>Environmental Matters</u> –</p> <p>a. <i>Local Maintenance Partnership (Footpaths) Contract</i> – Minute 35a/2011 refers. No response had been received from Mr Tom Fletcher, CC, regarding their request for the LMP grant to be increased, despite three reminders.</p> <p>b. <i>Bus Shelters</i> – the Clerk has informed Ms Natalie Warr, CC that the bus shelter at Trebetherick is the property of this Council; and those near the Pityme Inn and outside the Tubestation, Polzeath are Cornwall Councils. Members <b>RESOLVED</b> that they would not be willing to participate in a county-wide maintenance contract, as the cost is likely to be higher than they can do it themselves.</p> <p>c. <i>Sharps’ Brewery</i> – Cllr. Gibson will be meeting with the new management, to discuss their nuisance alarm. She was asked to enquire about the possibility of a donation to the proposed Community Building.</p> <p>The Clerk to contact Planning to establish if there is a time limit for the company to operate under their planning permission and to Environmental Health regarding the nuisance alarms.</p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr. Gibson</p> <p>Clerk</p> <p>Clerk</p>

50/2011	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – schedule No.2011/12-01, to a value of £4,750.88 was <b>APPROVED</b> for payment.</p> <p>b. <i>Budget Monitor</i> – the Clerk reported that no further receipts or payments are anticipated and the Budget Monitor represents the Council’s financial position at year-end. The Clerk to ask the St Minver Cemetery Committee for a copy of their accounts.</p> <p>c. <i>End of Year Accounts</i> – the Clerk reported that the accounts are ready and will be delivered to Ms Nicola Brooks, on receipt of the final bank statement.</p> <p>d. <i>Earmarked Reserves</i> – allocated funds are to be recorded in the Minutes. Members <b>CONFIRMED</b> they wished to transfer £500 to the Play Equipment Fund bank account.</p> <p>e. <i>Requests for Grants</i> – Members considered the following requests:</p> <ul style="list-style-type: none"> <li>• <u>St Minver School Bus</u> – Cllrs. Gibson and Gilbert declared an interest. In the absence of Cllr. Morgan, there was no additional information, regarding the school’s request to make a contribution towards the £5,000, needed for the purchase of a school/community mini bus. Members did not feel they could support something which does not have a proper business case. However, they would be willing to reconsider, if more information was provided.</li> </ul> <p>f. <i>Royal Wedding Commemorative Gifts</i> – Minute PL20f/2011 refers. Members felt it was too late to organise anything.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk to record</p> <p>Clerk</p>
51/2011	<p><u>Administration</u> –</p> <p>a. <i>Council Chamber</i> – Minute 37a/2011 refers. The disposal of surplus items in the storage room is ongoing.</p>	
52/2011	<p><u>Documentation</u> –</p> <p>a. <i>Parish Matters</i> – newsletter from Came &amp; Co (insurers), previously emailed to all Members.</p> <p>b. <i>Countryside Access Forum</i> – volunteers are sought, to “...help develop opportunities for public access to the Cornish countryside...” Further details and an application form from Ms Rowena Brebner, CC’s Democratic Services (01579-341291) or email: <a href="mailto:ccaf@cornwall.gov.uk">ccaf@cornwall.gov.uk</a></p> <p>c. <i>Waste &amp; Recycling</i> – survey closes 14<sup>th</sup> May 2011. Members <b>RESOLVED</b> to select Option A.</p> <ul style="list-style-type: none"> <li>• <u>Option A</u> – is to have household food waste and rubbish collected weekly and recycling and garden waste fortnightly.</li> <li>• <u>Option B</u> – is to have household food waste and recycling collected weekly and rubbish and garden waste fortnightly</li> </ul>	<p>Clerk</p>
53/2011	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meeting</i> – Tuesday, 3<sup>rd</sup> May 2011. The Clerk drew Members attention to the change of day, due to the Monday being a Bank Holiday. Cllrs. Gibson and Gilbert gave their apologies. Cllrs. Blewett and Gisbourne indicated they would find it difficult to attend.</p>	<p>Clerk</p>

	<p>b. <i>Planning Meeting</i> – Monday, 18<sup>th</sup> April 2011.</p> <p>c. <i>Parish Meeting</i> – Wednesday, 18<sup>th</sup> May 2011. The Clerk to invite local organisations. Cllr. Mould will write her Chairman’s report.</p> <p>d. <i>Roserrow Golf Club Open Evening</i> – Monday, 11<sup>th</sup> April 2011, 7.30pm.</p> <p>e. <i>Parliamentary Elections</i> – 5<sup>th</sup> May 2011. Referendum on the voting system for UK parliamentary election.</p> <p>f. <i>CALC Training Events</i>:</p> <ul style="list-style-type: none"> <li>• <u>Accounts and Audit Training</u> – 20<sup>th</sup> April 2011, Bodmin Shire Hall Suite, 7pm (£5 per delegate). An evening training session on the role of councillors in the management of the council’s accounts and assessment of risk.</li> <li>• <u>Parish Councillors Skills Day</u> – Saturday, 18<sup>th</sup> June 2011, 10am – 4pm, at Bodmin Shire Hall Suite. Cost is £7.50 per delegate. The event will cover roles and responsibilities, the legal framework and house rules, managing meetings and handling confidential information. Please book early using the booking form attached as spaces will be limited to 48 delegates</li> </ul> <p>The Clerk to enquire of CALC if they have any guidance as to the merits of registering council-owned recreational land as a charity. Members were asked to give some thought to any “non-jobs” they can identify in Cornwall Council. For further discussion at the next Full Council Meeting.</p> <p>g. <i>St Minver Fete</i> – Saturday, 25<sup>th</sup> June 2011. The Clerk to place this in the diary section of the <i>Cornish Guardian, North Cornwall Advertiser</i> and email the date to <i>St Minver Link</i>; also to place details on the Council’s website.</p> <p>h. <i>Polzeath Area Residents’ Assoc. AGM</i> – Thursday, 7<sup>th</sup> April 2011, 7pm at Carruan Farm. Members are invited to attend.</p>	<p>Clerk / Cllr. Mould</p> <p>Clerk All Members Clerk</p>
54/2011	<p><u>Information Only/Future Agenda Items</u>: –</p> <p>a. “<i>Finding Sanctuary</i>” – Members were concerned at the impact of the proposed conservation zone for the river. They felt that the port is already heavily regulated and that extra bureaucracy and possible restrictions on dredging were unwarranted and posed a threat to the prosperity of the area. They pointed out that ports already have a statutory duty to consider the environmental impact of their operations.</p>	

Signature: ..... (Cllr. Mrs Carol Mould)  
Chairman

Date: 3<sup>rd</sup> May 2011