



St MINVER LOWLANDS PARISH COUNCIL
MINUTES OF THE ANNUAL COUNCIL MEETING
HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHAPEL
ON TUESDAY, 3rd MAY 2011 @ 7.30pm

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

Minute	AGENDA ITEMS	Action
	<u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed those present.	
55/2011	<u>Election of Chairman</u> – it was unanimously AGREED to elect Cllr. Mould as Chairman for 2011/12.	
56/2011	<u>Election of Vice Chairman</u> – it was unanimously AGREED to elect Cllr. Webb as Vice Chairman for 2011/12.	
57/2011	<u>Acceptance of Office</u> – a. <i>Chairman</i> – Cllr. Mould duly signed her Acceptance of Office. b. <i>Vice Chairman</i> – Cllr. Webb duly signed her Acceptance of Office.	
58/2011	<u>Apologies for Absence</u> – Cllrs. Gilbert (leave); Cllrs. Rathbone and Taper (prior engagements). Cllr. Morgan was not present.	
59/2011	<u>Council Committees/Appointments to Outside Bodies</u> – the following appointments were made: a. <i>Emergency Officer</i> – it was RESOLVED to elect Cllr. Mould to this post. b. <i>Footpaths Liaison</i> – it was RESOLVED to elect Cllr. Mould to this post. c. <i>Highways Liaison</i> – it was RESOLVED to elect Cllr. Mould to this post. d. <i>Playing Fields Committee</i> – it was RESOLVED to elect Cllrs. Gibson, Gilbert, Morgan and Webb to this Committee. e. <i>Older Children's Play Area / Community Building Working Party</i> – it was RESOLVED to elect Cllrs. Gibson, Gilbert, Gisbourne, Mould and Webb to this Committee. f. <i>Police Liaison</i> – it was RESOLVED to elect Cllr. Gilbert to this post. g. <i>St Minver Cemetery Committee</i> – it was RESOLVED to elect Cllrs. Gibson, Mould and Morgan to this Committee h. <i>St Minver Pre-School Liaison</i> – it was RESOLVED to elect Cllr. Gibson to this post. i. <i>St Minver Football Club Liaison</i> – it was RESOLVED to elect Cllr. Mould to this post. j. <i>Tree Officer</i> – it was RESOLVED to elect Cllr. Gibson to this post.	

60/2011	<p><u>Members' Declarations:</u></p> <p>a. <i>Declarations of Interest, in Accordance with the Agenda</i> – none</p> <p>b. <i>Declarations of Gifts over £25</i> – none</p>	
61/2011	<p><u>Minutes of Meetings:</u></p> <p>a. <i>Full Council Meeting</i> – 4th April 2011, were AGREED as a true record.</p> <p>b. <i>Planning Meeting</i> – 18th April 2011, were AGREED as a true record.</p>	
62/2011	<p><u>Outside Bodies/Reports</u> –</p> <p>a. <i>Police</i> – PC Taylor sent his apologies.</p> <ul style="list-style-type: none"> • <i>Police Structure Changes</i> – letter, previously circulated, from Insp. Ian Drummond-Smith and Meeting subsequently held on 26th April 2011. Cllr. Mould reported that there is funding for the PCSOs until 2012. Police attendance at Council Meetings will be infrequent. • <i>Lower Greenbanks</i> – Minute PL29a/2011 refers. Cllr. Mould reported she had spoken to PC Taylor, regarding a vehicle, which is parked there semi-permanently. As it is taxed and insured there is nothing the Police can do. <p>b. <i>County Council</i> – Cllr. Gisbourne reported that there is potential money available from the government, which could be used for the proposed community building. Members need to compile a list of every new building in the parish from 1st April 2010 to date. The Clerk to approach CC's Building Control for their input and to compile a list of likely properties.</p> <ul style="list-style-type: none"> • <u>CC "Non-jobs"</u> – Minute 53f/2011 refers. Members sought to identify any "non-jobs" they deem exist in Cornwall Council, with a view to protesting the organisations' structure. Members to give this further thought. Deferred to the Planning Meeting. • <u>'Face to Face' Services Review</u> – CC's Wadebridge offices get a lot of callers, some of whom are making enquiries about benefits and taking payments. The premise is equipped with private, secure areas for interviews and there is a secure cashier room – none of which is available in Wadebridge Library. Members also pointed out visitors to the Library have to pay to park and there is a very limited disabled parking area. There was a split in opinion as to whether or not this was a good thing. The Clerk to request that this is discussed through the Community Network. <p>Cllr. Gibson left the Meeting at this point.</p> <p>c. <i>St Minver Highlands Parish Council</i> – a copy of the March and April Minutes were made available at the Meeting.</p> <p>Cllr. Mould reported that a member of the public had pointed out that Highlands' section of the joint website was not being kept up-to-date. This had been reported to Mr Rob Harris, their Chairman. It was RESOLVED to send an "official" letter requesting that this did not occur again; Members wanted their section of the website brought up to the same standard as ours within 4 weeks, or they do not wish to continue to share a site with them.</p> <p>d. <i>Padstow Harbour Commission</i> – a copy of the March Minutes were made available at the Meeting. Members expressed concern that the Rock toilets are being closed early; and that there is a proposal to close them entirely if they are vandalised again. Mr Meneer to be asked if he is willing to open and close the toilets. The Clerk to contact the Harbour Master and request an invitation to any Meeting, called to discuss the "Finding Sanctuary" proposal.</p> <p>e. <i>Parish Plan Committee</i> – there was no update.</p>	<p>All Members Clerk</p> <p>All Members</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk Clerk</p>

	<p>f. <i>Memorial Policy for Cornwall</i> – it was not known if Mr David Attwell who was leading this project still has a job with Cornwall Council.</p> <p>g. <i>St Minver Cemetery Committee</i> – the Clerk reported a copy of the 2010/11 accounts had been received, which shows a balance carried forward of £4,470 (over £2,000 more than the previous year). The Clerk to obtain a quotation for cutting St Enodoc and Porthilly.</p>	Clerk
63/2011	<p><u>Planning Applications</u> –</p> <p>a. <i>PA11/01722, St Cuby, Trebetherick</i> – construction of a two-storey side extension and construction of porch to front door, existing dormer windows in roof converted to doors opening onto new balconies, bay window added to living room and internal modification to kitchen/dining. NO OBJECTION, but Members are concerned that it is not possible to tell from the plans if this will have a detrimental impact on neighbours.</p> <p>b. <i>PA11/02719, 47 Higher Tristram, Polzeath</i> – proposed internal alterations and extension. NO OBJECTION, but Members note that this is yet another development creating more bedrooms, but with no additional parking.</p>	
64/2011	<p><u>Traffic Matters</u></p> <p>a. <i>Traffic Consultation</i> – Minute 20a/2011 refers. The notice, advertising the proposals, has been posted. Deadline for comments is 20th May 2011. Depending on the comments received, it should be known if the yellow lining will be installed by the end of May.</p> <ul style="list-style-type: none"> • <u>Rock Road, Traffic Calming Proposals</u> – • <u>Polzeath, Traffic Calming Proposals</u> – <p>Noted this also contains elements relating to Highlands. The Clerk to send a letter in support, enclosing copies of the emergency services letters.</p> <p>Acting on information, supplied by Cllr. Webb, the Clerk had contacted Mr Graham Holland, CC Parking Enforcement Officer, regarding the illegal parking in Rock Road over the Easter weekend. He advises they will be in Rock over the May Bank Holiday weekend and will be able to enforce the seasonal restrictions, which did not commence until 1st May. In 2-3 months the Clerk to ascertain how many tickets had been issued.</p> <p>b. <i>Salt Bins</i> – Minute PL30/2010 refers. Mr Steve Besford-Foster has written requesting Members to reconsider the implications of their decision not to assume management of the salt bins in the parish. Members did not wish to reverse their former decision. The Clerk to advise Mr Besford-Foster.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
65/2011	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Young Children's Play Area</i> – Minute 48a/2011 refers. The Clerk reported that the RoSPA Annual Safety report had been received and this was taken by Cllr. Mould and action appropriately. The Clerk to thank Mr Meneer for his regular monthly inspections.</p> <p>b. <i>Older Children's Play Area / Community Building</i> – Minute PL26/2011 refers. Members to receive an update:</p> <ul style="list-style-type: none"> • Mrs Sarah Mason, CALC had sent a detailed outline of the pros and cons of registering the site as a "Field in Trust" charity (Minute 53f/2011 refers). To be discussed further by the Community Building Working Party, who will then bring a proposal to the Planning Meeting. • Highlands have pledged "up to £500" towards the cost of a topographical survey. It was, therefore, RESOLVED to go ahead with a topographical survey. The Clerk to approach RB Surveys and Nationwide Surveys for a quotation and to accept the cheapest. 	<p>Clerk</p> <p>Working Party</p> <p>Clerk</p>

	<p>c. <i>Fixed Penalty Notices</i> – Mr Phil Browning, CC Public Health and Protection informs me that only <u>employees</u> of a Council is legally entitled to issued penalty tickets for dog fouling. Members may wish to consider joining with other interested Parish Councils to employ someone to carry out this task.</p>	
66/2011	<p><u>Environmental Matters</u> –</p> <p>a. <i>Local Maintenance Partnership (Footpaths) Contract</i> –</p> <ul style="list-style-type: none"> • 2010/11 Grant – Minute 49a/2011 refers. Mr Mike Eastwood, CC’s Programmes Manager advises that there will be no increase in the LMP Grant for 2010/11 or 2011/12. The £1,677 is for a “baseline level of service”. • 2011/12 Grant – it was RESOLVED to accept CC’s grant offer of £1,677. It was noted this is the same amount as for the previous year and no mention has been made of an additional grant. The Clerk was AUTHORISED to act in this matter. <p>b. <i>Refuse Bins</i> – Minute PL29d/2011 refers. Mr Jolyon Sharpe, CC’s Senior Beach Ranger advises that though bagged dog waste can be put into the beach bins it is preferred that it is placed in dog waste bins. This is because dog waste can become extremely heavy and if a large beach bin is filled with it, it would become difficult to empty. Also when mixed with other debris, bags can become broken causing unpleasant leakage.</p>	Clerk
67/2011	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – it was RESOLVED to take advantage of the savings made (£52.81) by committing to a 3-year contract for insurance cover with Came & Co. Schedule No.2011/12-02, to a value of £3,504.27 was APPROVED for payment. Future grants to be re-appraised in 2012.</p> <p>b. <i>End of Year Accounts</i> – Council received and accepted the 2010/11 accounts. The Clerk to submit the Annual Return to the Audit Commission.</p>	Clerk Clerk
68/2011	<p><u>Administration</u> –</p> <p>a. <i>Website Content</i> – nil to report.</p> <p>b. <i>Council Papers</i> – Members confirmed their consent to receive their Agendas, Minutes and Reports, via email. Hard copies, for each Member, can be made available at Meetings, on request.</p> <p>c. <i>Council Chamber</i> – Mr John Godwin, St Minver Methodist Church advises the tiles, above the Council Chamber, have been replaced, which should hopefully cure the damp problem.</p> <p>d. <i>Complaints / Incident Register</i> – Members considered the merits of compiling a register of complaints/incidents brought to their attention, e.g. the absence of litter bins on Polzeath Beach over Easter, but did not wish to create such a register.</p>	Clerk
69/2011	<p><u>Documentation</u> – nil received.</p> <p>a. Nil received.</p>	
70/2011	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meeting</i> – Monday, 6th June 2011.</p> <p>b. <i>Planning Meeting</i> – Monday, 16th May 2011.</p> <p>c. <i>Parish Meeting</i> – Wednesday, 18th May 2011.</p> <p>d. <i>Parliamentary Elections</i> – 5th May 2011. Referendum on the voting system for UK parliamentary election.</p>	

	<p>e. <i>St Minver Fete</i> – Saturday, 25th June 2011.</p> <p>f. <i>Planning Training, 2011/12</i> – Members are reminded of the following:</p> <ul style="list-style-type: none"> • <u>Building Control</u> – 19th May 2011, Dragon Centre, Bodmin. Cllr. Gisbourne booked to attend. • <u>Building Control</u> – 5th September 2011, Luxstowe House, Liskeard. Cllrs. Morgan and Mould booked to attend. • <u>Planning Policy</u> – 29th September 2011, Dragon Centre, Bodmin. Cllrs. Morgan, Mould and Webb booked to attend. • <u>Localism Bill</u> – 14th November 2011, Clease Hall, Camelford. Cllrs. Gisbourne, Mould and Taper booked to attend. • <u>S.106 Agreement...</u> – 12th January 2012, Dragon Centre, Bodmin. Cllrs. Gilbert, Morgan and Mould booked to attend. 	
71/2011	<u>Information Only/Future Agenda Items</u> : – nil to report.	

Signature: (Cllr. Mrs Carol Mould)
Chairman

Date: 6th June 2011