



**St MINVER LOWLANDS PARISH COUNCIL**  
**MINUTES OF THE COUNCIL MEETING**  
**HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHAPEL**  
**ON MONDAY, 2<sup>nd</sup> APRIL 2012 @ 7.30pm**

Present: Cllr. Mrs Webb (Chairman)                      Cllr. Blewett                      Cllr. Mrs Gibson  
 Cllr. Miss Gilbert    Cllr. Gisbourne (PC/CC)                      Cllr. Taper  
 Mrs Thompson (Clerk)

Minute	AGENDA ITEMS	Action
	<u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed those present.	
40/2012	<u>Apologies for Absence</u> – Cllrs. Mould, Rathbone and Strong (all with personal commitments). Cllr. Morgan was not present.	
41/2012	<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 c. <i>Register of Members' Interests</i> – Members were reminded of the need to keep their interests up-to-date.	
42/2012	<u>Minutes of Meetings:</u> a. <i>Full Council Meeting</i> – 5 <sup>th</sup> March 2012, were <b>AGREED</b> as a true record. b. <i>Planning Meeting</i> – 19 <sup>th</sup> March 2012, were <b>AGREED</b> as a true record.	
43/2012	<u>Outside Bodies/Reports</u> – a. <i>Police</i> – PC Taylor was not present and no report was available. b. <i>Community Speed Watch</i> – Minute PL17c/2012 refers. It was <b>AGREED</b> to invite Ms Elaine Hartley, Devon & Cornwall Police to meet with Members on either Thursday, 19 <sup>th</sup> April 2012 or Monday 23 <sup>rd</sup> April 2012 at 11.30am. The Clerk had previously emailed some notes about the scheme previously. c. <i>County Council</i> – Cllr. Gisbourne will invite representatives from CC to attend the Planning Meeting on 16 <sup>th</sup> April 2012, to discuss the section 106 monies. d. <i>St Minver Highlands Parish Council</i> – a copy of the March Minutes had not been received. e. <i>Padstow Harbour Commission</i> – a copy of the February Minutes were made available at the Meeting. It was not known if an extension to the Rock car park is going ahead or not. Cllr. Blewett will speak to the Harbour Master. f. <i>Community Network Meeting</i> – Cllr. Webb reported that a presentation on the new waste collection regime had been given to the Meeting.	Clerk  Cllr. Gisbourne  Cllr. Blewett
44/2012	<u>Planning Applications</u> – a. <i>PA12/01531, Sharps Brewery, Pityme Ind. Est.</i> – proposed construction of extension to provide temperature controlled warehouse, new boiler house and staff amenities. New security gatehouse, staff parking and additional	

	<p>fermentation vessels. The Clerk reported she had requested a copy of the noise report, but this had not been received. It was <b>RESOLVED</b> to defer making a comment, until this was available.</p> <p>b. <i>PA12/02619, The Farmhouse, Cant Farm, St Minver</i> – extension of time of E1/2009/01151 for ground floor extension to form new conservatory with adjoining bedroom and ensuite bathroom suitable for wheelchair access approved 29 September 2009. <b>NO OBJECTION.</b></p>	Clerk
45/2012	<p><u>Other Planning Matters</u> –</p> <p>a. <i>Neighbourhood / Local Development Plan</i> – Minute 31a/2012 refers. A further meeting has been arranged for 23<sup>rd</sup> April 2012.</p> <p>b. <i>PA10/04739, Pinewood Development</i> – Minute P113a/2012/2012 refers. CC's Planning Officer, Mr Simon King, reports that it is his understanding that the developers are preparing a planning application for a masonry wall including the replacement of the metal barrier.</p> <p>c. <i>PA12/00385, Former Daymer Bay Golf Course Clubhouse, Golf Course Hill, Rock</i> – Minute PL13b/2012 refers. Members wished to appoint Cllr. Mould as their representative to attend CC's Planning Committee meeting on 11<sup>th</sup> April 2012. The Clerk to see if she is available and to register her as a speaker, if appropriate.</p> <p>d. <i>CC Local Council Planning Forum</i> – Minute PL13e/2012 refers. No Members were available to attend the forum on Wednesday, 25<sup>th</sup> April 2012.</p> <p>e. <i>Planning Training</i> – details of training courses for 2012/3 were circulated at the Meeting. Members will notify the Clerk of those they wish to attend.</p>	Clerk          All Members
46/2012	<p><u>Highways Matters</u></p> <p>a. <i>Highways Consultations</i> – the Engineering Design Group will no longer be issuing paper copies of consultations, they are now available online: <a href="https://www.engagespace.co.uk/cornwall">https://www.engagespace.co.uk/cornwall</a>.</p>	
47/2012	<p><u>Environmental Matters</u></p> <p>a. <i>Trewint Recycling Banks</i> – Minute 32a/2012 refers. Mr Chis Instance, CC, has emailed to say he will have the fly-tipped material removed from the site.</p> <p>b. <i>Rock Oyster Festival</i> – Minute 39a/2012 refers. Cllr. Gisbourne reported that the licence has been granted, but pointed out a sound engineer is to be employed to alleviate any possible noise problems.</p> <p>c. <i>Public Conveniences</i> – Minute PL15/2012 and 136b/2011 refers. It was <b>AGREED</b> to invite a representative from CC's Neighbourhood Team to meet with them to discuss 'local management solutions for the provision of toilets' on Tuesday, 17<sup>th</sup> April at 11am. Cllrs. Blewett, Taper and Webb will attend. Highlands have been asked to appoint representatives to attend. The Clerk to advise them of the date that has been set.</p> <p>d. <i>Rock Toilets</i> – Minute PL61/2011. Cllr. Blewett will speak to some possible contacts, who may be able to assist in opening and closing the toilets.</p> <p>e. <i>Memorial Policy</i> – it was <b>AGREED</b> to contact the enquirer who wanted to put up a bench and say that Members have no objection, but that they need the permission of the landowner and we would request a payment of £100 to cover the cost of upkeep on the bench for the next 10 years.  The Clerk had received a CD featuring Mr Alan Pinches singing <i>The Cornish Song</i>, which is available to Members.</p> <p>f. <i>Coastal Footpath</i> – Mr Mike Simmonds, National Trust advises that a recent engineer's report commissioned by Cornwall Council has concluded that the current walked section of Coast Path immediately to the north of Pentireglaze Haven has become too unstable to guarantee safety. An alternative route has been created.</p>	Cllrs. Taper / Blewett / Webb  Clerk  Cllr. Blewett   Clerk

	<p>g. <i>New Waste Collection Regime</i> – there was some concern about the new collection regime. There area has a high proportion of holiday homes and the majority of holiday lets changeover on a Thursday, which does not fit easily with the new collection day of Tuesday. Members also felt that the proposal to collect from different areas of Trebetherick on separate days was folly. It was <b>RESOLVED</b> to write to Cory and request that these matters are revisited and to send copies to the local letting agents.</p> <p>h. <i>Overgrown Hedge</i> – a complaint had been received from a resident, regarding the overhanging hedge, which obstructs the footpath on the north side of Rock Road, just to the NE of Bay Cottage. Members were not sure where exactly this is, and the matter was deferred to the next Meeting.</p> <p>i. <i>New Surf School, New Polzeath</i> – Minute 34/2012 refers. Mr Jolyon Sharpe, CC's Senior Beach Ranger advises that CC is powerless to stop this venture because it is on privately owned land. It is for the surf school to develop safe working system and risk assessments to satisfy their insurers</p>	Clerk
48/2012	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Young Children's Play Area</i> – Minute 33a/2012 refers. Cllr. Gilbert reported all is satisfactory. It is believed that Cllr. Mould holds April's H&amp;S reports.</p> <p>b. <i>Older Children's Play Area / Community Building</i> – Minute 33b/2012 refers. The proposal from a neighbour to lease some of his land and/or to approach the Duchy to obtain some of their land, in order to extend the area dedicated to football was referred to the Working Party to consider initially. It was felt that the Council did not have sufficient information about the project and there was some discussion about the need to speak to other village hall committees to gain an idea of running costs and issues involved in running such a venue. The Clerk to update Cllr. Mould.</p> <p>c. <i>St Minver Pre-School</i> – Members <b>GRANTED</b> permission for the school to have a number of insects on site for the children to explore, for a limited period. The Clerk to advise the school.</p>	Clerk  Clerk
49/2012	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – schedule No.2012-13-01, to a value of £4,842.06 were <b>APPROVED</b> for payment.</p> <p>b. <i>Fidelity Indemnity Insurance</i> – Minute 35c/2012 refers. Cllr. Strong reported that he had spoken to the Council's Insurers and it is their aspiration that references are held for the Parish Clerk and the bank signatories, it is not a necessity. Cover is still provided without them. The Clerk pointed out that she had provided references when she was first employed by the Council. However, it may be a formal requirement in the future. No further action.</p> <p>c. <i>Asset Register</i> – Members accepted the figures given under 'General Assets, but Cllr. Gisbourne queried the figures given under 'Items Insured'. The Clerk will double check the insurance policy and report to the May Meeting.</p> <p>d. <i>Campaign to Protect Rural England</i> – Members declined to join the CPRE.</p> <p>e. <i>End of Year Accounts</i> – the Clerk is awaiting bank statements, then the accounts are ready for presentation to the Internal Auditor.</p> <ul style="list-style-type: none"> <li>• <i>Income &amp; Expenditure Account</i> – a copy was circulated at the Meeting.</li> <li>• <i>Internal Auditor</i> – Mrs Nicola Brooks, of Brooks &amp; Jeal, has confirmed her willingness to act as the Council's Internal Auditor for 2011/12.</li> </ul> <p>f. <i>Earmarked Reserves</i> – it was <b>RESOLVED</b> to allocate £500 to the Play Equipment Fund (Minute 160b/2008 refers).</p> <p>g. <i>Defibrillator</i> – Members considered a suggestion from the St John Ambulance to fund the purchase of a defibrillator (cost £1,195 - £1,695 + VAT), to be sited in a 'convenient and secure place', e.g. village shop or local pub. Noted the cost includes training. It was felt that the logistics were too problematic, and that it would be unworkable.</p>	Clerk

	<p>h. <i>St Enodoc Appeal</i> – Members did not feel it appropriate to make a grant, towards the £70,000 restoration costs.</p>	
50/2012	<p><u>Administration</u> –</p> <p>a. <i>QEII Jubilee Celebration</i> – Minute 36a/2012 refers. The event, to be held on 2<sup>nd</sup> June 2012. In the absence of Cllr. Mould there was no update.</p> <p>b. <i>London Olympics</i> – Mr Martin Creed is an artist who has come up with a concept for the opening day of the Olympics. He wants as many people as possible to ring bells at 8am on 27<sup>th</sup> July 2012 for 3 minutes – church bells, school bells etc.! The Clerk to contact St Minver Church, St Enodoc and St Michael's, Porthilly to see if they might be interested.</p>	Clerk
51/2012	<p><u>Documentation</u> –</p> <p>a. <i>Refuse, Recycling and Garden Waste Services</i> – covered by 47g/2012.</p> <p>b. <i>Clerks &amp; Councils Direct</i> – March 2012. To be given to Cllr. Mould.</p> <p>c. <i>The Clerk</i> – March 2012. To be given to Cllr. Mould.</p> <p>d. <i>First Services Newsletter</i> – outlining changes to First Bus Services in Cornwall and West Devon from 1<sup>st</sup> April 2012. Can be emailed on request.</p> <p>e. <i>Guide to Winter Wellbeing</i> – three booklets had been received, and were taken by Cllr. Gilbert.</p> <p>f. <i>Cornwall Countryside Access Forum</i> – annual recruitment. The Clerk holds further information, if anyone is interested in joining the Forum.</p>	
52/2012	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meeting</i> – Tuesday, 8<sup>th</sup> May 2012. Cllr. Webb gave her apologies.</p> <p>b. <i>Parish Meeting</i> – Members rescheduled the meeting to Tuesday, 22<sup>nd</sup> May 2012 at 7pm (Minute PL17d/2012 refers).</p> <p>c. <i>Planning Meeting</i> – Members rescheduled the meeting to Tuesday, 22<sup>nd</sup> May 2012, following the Parish Meeting (Minute PL17d/2012 refers).</p> <p>d. <i>The Point at Polzeath (formerly Roserrow Golf Club)</i> – Wednesday, 25<sup>th</sup> April, 2-8pm at the Tubestation, Polzeath and Thursday, 26<sup>th</sup> April 2012, 2-8pm, at the Perceval Institute, a public exhibition and consultation evening will be held to view the proposed plans and improvements to the complex.</p> <p>e. <i>Breast Cancer Awareness Month : October</i> – the St Minver branch are holding a 'Turn Rock Pink' day in the October half-term. Shop windows will be decorated and money raising events take place from the Pityme pub to Rock Ferry Point. Other ideas will be welcomed. Further details to follow.</p> <p>f. <i>CALC Courses</i> – cost is £15+VAT per person, with a 10% discount for 3 or more delegates per council. A booking form must be completed.</p> <ul style="list-style-type: none"> <li>• <i>Preparing for Year End</i> – 25<sup>th</sup> April 2011, 7-9pm, Shire House Suite, Bodmin. CALC course, aimed at new Clerks and Councillors who wish to gain a better understanding of the year end process.</li> <li>• <i>General Power of Competence</i> – the Localism Act 2011 has created the opportunity for local councils to adopt the Power of General Competence. This training will explain the role of the new power and guide clerks wishing to undertake the relevant qualification. <ul style="list-style-type: none"> <li>○ 10<sup>th</sup> May 2012, 7-9pm, Venue TBC (likely to be Redruth).</li> <li>○ 21<sup>st</sup> May 2012, 7-9pm, Shire House Suite, Bodmin. It was <b>RESOLVED</b> to fund (pro rata) the Clerk's attendance, including travelling costs.</li> </ul> </li> <li>• <i>Chairmanship Training</i> – 14<sup>th</sup> June 2012, 7-9pm, Committee Room, St Austell Town Council. An introduction to basic chairmanship skills.</li> </ul>	

	<ul style="list-style-type: none"> <li>• <i>Councillor Skills' Day</i> – 26<sup>th</sup> May 2012, 10am-4pm, Shire House Suite, Bodmin. Will include roles and responsibilities, understanding council procedures, the Code of Conduct and law affecting first tier councils.</li> </ul> <p>The following events are free to Members, but booking is necessary.</p> <ul style="list-style-type: none"> <li>• <i>Localism Act Update</i> – an informal meeting, with updates and discussion about the various elements of the Localism Act 2011 and how they affect parish and town councils. <ul style="list-style-type: none"> <li>○ 18<sup>th</sup> June 2012, 7-9pm, Otho Peter Suite, Launceston Town Hall</li> <li>○ 18<sup>th</sup> July 2012, 7-9pm, Bolton Room, Ludgvan Community Centre</li> </ul> </li> <li>• <i>Informal Meetings</i> – CALC are offering members the chance to meet CALC Executive Members. We will be discussing updates on current topics, with the chance to ask questions and network with other Councils. <ul style="list-style-type: none"> <li>○ 30<sup>th</sup> April 2012, 10.30-12.30, Liskeard Town Council offices</li> <li>○ 30<sup>th</sup> April 2012, 2.30-4.30, Callington Town Council offices</li> <li>○ 18<sup>th</sup> June 2012, 2-4, Bangors Methodist Chapel Hall, Poundstock</li> <li>○ 18<sup>th</sup> July 2012, 2-4, Recreational Hall, Mawgan-in-Meneage</li> </ul> </li> </ul> <p>g. <i>Trebeherick Residents' Association</i> – AGM, Thursday, 5<sup>th</sup> April 2012, 6pm, Perceval Institute, St Minver.</p> <p>h. <i>Wadebridge Town Framework</i> – Tuesday, 17<sup>th</sup> April 2012, 1pm, in the Committee Room, CC's Hr. Tenant offices, to discuss the framework. Ms Jenni Pagett, CC to be advised if anyone wishes to attend.</p>	
53/2012	<p><u>Information Only/Future Agenda Items</u> –</p> <ul style="list-style-type: none"> <li>a. <i>Football Club</i> – representatives of the Club will attend the May Meeting, regarding advertising/sponsorship boards.</li> <li>b. <i>Pityme Industrial Estate</i> – Members were pleased with the new advertising board.</li> </ul>	

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

Date: 7<sup>th</sup> May 2012