



St MINVER LOWLANDS PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING

HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHURCH

ON WEDNESDAY, 6th JUNE 2012 @ 7.30 pm

Present: Cllr. Mrs Mould (Chairman) Cllr. Blewett Cllr. Miss Gilbert
 Cllr. Gisbourne (PC/CC) 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.	
72/2012	<u>Acceptance of Office</u> – a. <i>Chairman</i> – Cllr. Mould signed her Acceptance of Office form. b. <i>Vice Chairman</i> – Cllr. Webb to signed her Acceptance of Office form.	
73/2012	<u>Apologies for Absence</u> – Cllrs. Gibson, Morgan, Rathbone and Strong.	
74/2012	<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	
75/2012	<u>Minutes of Meetings:</u> a. <i>Full Council Meeting</i> – 8 th May 2012, AGREED as a true record. b. <i>Planning Meeting</i> – 22 nd May 2012, AGREED as a true record.	
76/2012	<u>Outside Bodies/Reports</u> – a. <i>Police</i> – PC Taylor sent his apologies. Through the Clerk he reported the crime figures for the month of May, which show a total of 3 crimes recorded against 4 for last year. These were 1 Burglary, 1 assault and 1 communication offence. b. <i>Community Speed Watch</i> – Minute 62b/2012 refers. Members reviewed the material sent by Ms Hartley and previously emailed. It was AGREED to approach suitable people, who might be willing to participate. c. <i>County Council</i> – Cllr. Gisbourne reported that CC are looking into all of the s.106 monies to establish if they are ring fenced, or if any can be re-directed to other projects, e.g. the community building. He anticipates that he will be able to give a full report to the next Meeting. d. <i>St Minver Highlands Parish Council</i> – copies of the May Minutes were not available to the Meeting or on the website. It was AGREED the Clerk to approach Highlands' Chairman and request that the website be brought up-to-date and to remind him of the need to confirm the area to be covered by the Neighbourhood Development Plan (Minute 78a/2012 refers). Also to invoice them for the additional expenditure for the Jubilee festivities.	All Members Cllr. Gisbourne

	<p>e. <i>Padstow Harbour Commission</i> – a copy of the April Minutes were made available to the Meeting. The Harbour Master advises that the PHC are awaiting the views of Natural England, regarding a possible extension to the Rock car park.</p> <p>f. <i>Community Network Meeting</i> – meeting scheduled for 28th June 2012.</p>	
77/2012	<p><u>Planning Applications</u> –</p> <p>a. <i>PA12/04060, Ventura, Rock Road, Rock</i> – demolition of house and erection of replacement. NO OBJECTION.</p> <p>b. <i>PA12/04612, Shores House, shores Road, Rock</i> – works to trees covered by a tree preservation order, namely reduce branch height of one Cypress tree (T1) overhanging road by 2m; crown lift to a height of 5m to the north, remove lowest branch on south side and reduce crown by 3m on the north side to within boundary wall and reduce by 3m (clear of property) on one Cypress tree (T2) and reduce crown to the north by 3m to within boundary wall, reduce to the east by 2m (clear of property) and lift crown to a height of 3m to the south side of one Cypress tree (T3). NO OBJECTION provided the Tree Officer has no concerns.</p> <p>c. <i>PA12/04882, Merryfield Cottage, Rock</i> – application for Non Material Amendment to E1/2009/01778 for proposed extension. The Clerk advised that Members are not consulted on this type of planning application.</p>	
78/2012	<p><u>Other Planning Matters</u> –</p> <p>a. <i>Neighbourhood / Local Development Plan</i> – Minute 64a/2012 refers. It was RESOLVED that the area to be covered by the Neighbourhood Development Plan should be the whole of the ecclesiastic parish of St Minver. The Clerk to advise Ms Sarah Simms, so that CC can publicise it. It was further AGREED to call a Meeting for Tuesday, 19th June 2012 at 7pm.</p> <p>b. <i>Section 106 Contributions</i> – Minute PL30a/2012 refers. Covered by 76b/2012.</p> <p>c. <i>Pinewood Development, Polzeath</i> – CC's case officer, Mr Simon King, advises a planning application "<i>has been sent to us but is awaiting the cheque to be submitted</i>", in respect of a wall to replace the crash barrier. Cllr. Blewett to provide the developers contact details to the Clerk, with a view to approaching them regarding completion of the wall.</p>	<p>Clerk Clerk</p> <p>Cllr. Blewett / Clerk</p>
79/2012	<p><u>Highways Matters</u> –</p> <p>a. <i>Agency Agreement 2012</i> – Members RESOLVED to accept an offer of £1,551.56 to cut the grass verges. The Clerk to action.</p> <p>b. <i>Traffic Enforcement</i> – the parking situation on Rock Road has been appalling over the Jubilee Bank Holiday weekend. The Clerk to report the matter to Mr Graham Holland, Traffic Enforcement.</p>	<p>Clerk</p> <p>Clerk</p>
80/2012	<p><u>Environmental Matters</u></p> <p>a. <i>New Waste Collection Regime</i> – Minute 65c/2012 refers. There was some discussion about the continuing problems with the new waste collection regime. The Clerk advised that she had not received a response to the complaint she had made to Cory. Cllr. Gisbourne reported that Cory admit the East of Cornwall is the worst. Changing the collection day back to Friday would not be considered for at least 18 months. The Clerk to request that a representative from Cory attends the next Community Network Meeting.</p> <p>b. <i>Overgrown Hedges</i> – Minute PL23/2012 refers.</p> <ul style="list-style-type: none"> • <u>Gull Rock</u> – the hedge has been cut back. • <u>Pendragon</u> – a letter has been sent to the owners, requesting the hedge is cut back to reveal the yellow lines and prevent the hedge from 'catching' high-sided vehicles. The Clerk to report this to Highways. 	<p>Clerk</p> <p>Clerk</p>

	<ul style="list-style-type: none"> • <u>Rock Road</u> – Public Forum May Planning Meeting refers. There are a number of houses, with overhanging hedges, one in particular near the Doctors' Surgery, where the hedges are restricting the pathway. Cllr. Mould will provide details to the Clerk for a letter to be sent. <p>c. <i>Overgrown Trees</i> – Minute PL35a/2012 refers. Two fallen trees and several low growing branches, on the first footpath on the left as you go down Daymer Lane, towards the beach, have been cut back and cleared. The Clerk to contact the Probation Service and request details of the type of work the community payback scheme can provide.</p> <p>d. <i>Conservation Volunteers</i> – the organisation carries out a range of practical conservation projects, ranging from large scale countryside access installation projects to small scale habitat improvements.</p> <p>e. <i>Polzeath Beach</i> – Minute PL35c/2012 refers. The Clerk reported that the CC's Dog Warden had visited the beach and no dogs were present on that occasion. Cllr. Webb added that it had been less of an issue of late.</p> <p>f. <i>New Polzeath Beach</i> – Lanhydrock Estate advises the new tenant of the 29 acres of foreshore of New Polzeath Beach owned by the Estate, is Surf's Up.</p>	<p>Cllr. Mould / Clerk</p> <p>Clerk</p>
81/2012	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Young Children's Play Area</i> – Minute 66a/2012 refers. There were no issues with the fortnightly H&S inspection reports and the annual RoSPA report did not highlight any problems. Cllr. Gilbert will contact Playlines, regarding repairs to the equipment.</p> <p>b. <i>Older Children's Play Area / Community Building</i> – Minute 66b/2012 refers. A further Meeting has been scheduled.</p>	Cllr. Gilbert
82/2012	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – schedule No.2012-13-03, to a value of £2,530.23 were APPROVED for payment. The Clerk reported it was possible to have four signatures on the Barclays account. It was AGREED that the Clerk will obtain the paperwork and that Cllr. Webb will be the fourth signature.</p> <p>b. <i>End of Year Accounts</i> – it was RESOLVED to receive and accept the 2011/12 accounts. There were no issues raised by the Internal Auditor's report. The Clerk to submit to the Audit Commission.</p> <p>c. <i>Budget Monitor</i> – were circulated at the Meeting. Members had no queries.</p> <p>d. <i>Risk Assessment</i> – it was RESOLVED to accept the revised financial and H&S risk assessments:</p> <ul style="list-style-type: none"> • <i>Council Chamber</i> – copy circulated previously. • <i>Trewint Playing Field / Bottle Bank</i> – copy circulated previously. • <i>Financial Risks</i> – copy circulated previously. <p>e. <i>External Auditor</i> – Members had no objection to the appointment of Grant Thornton UK LLP to audit the annual return for 2012/13 and future years.</p>	<p>Clerk</p> <p>Clerk</p>
83/2012	<p><u>Administration</u> –</p> <p>a. <i>QEII Jubilee Celebration</i> – Minute 68a/2012 refers. It was reported that the event had been a huge success. £400 was given to the Clerk to bank.</p> <p>b. <i>Historical Records</i> – Minute 68g/2012 refers. The records would now be deposited in the Cornwall Records Office.</p> <p>c. <i>St Minver Cemetery Committee</i> – Minute 65e/2012 refers. The 2011/12 accounts were unavailable. Cllr. Mould reported that the Committee had AGREED to place their Minutes on the Council's website.</p> <p>Cornwall Online Parish Clerks (Genealogy) have emailed to enquire when the cemetery opened and who keeps the Register. It was noted that this is the responsibility of the PCC.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>d. <i>August Council Meeting</i> – it was RESOLVED not to hold a Full Council Meeting in August, but any payments due to be dealt with either at the July Full Council Meeting or the August Planning Meeting, as appropriate.</p>	
84/2012	<p><u>Documentation</u> –</p> <p>a. <i>Caravan and Camp Site, Proposed Licence Conditions</i> – consultation, details of which can be viewed on www.cornwall.gov.uk/campsitelicences</p> <p>b. <i>Cornwall Council (Off Street Parking Places Amendment No:1) Order 2012</i> – is now available for consultation on : https://www.engagespace.co.uk/cornwall/consultation_Dtl.aspx?consult_Id=217&status=2</p> <p>c. <i>French Markets</i> – Mr Bob Mears, CC's Licensing Manager advises that if you are considering holding such a market, you should ensure that a Street Trading consent has been issued for EACH stall, "where consent is required". A list of areas this refers to includes 'the beach, the road, and an area of land opposite the beach, which have been designated as prohibited streets... Street Trading is prohibited in these areas.</p> <p>d. <i>Clerks and Councils Direct</i> – May 2012, taken by Cllr. Mould.</p> <p>e. <i>The Clerk Magazine</i> – May 2012, taken by Cllr. Mould.</p> <p>f. <i>PARA Newsletter</i> – previously circulated via email.</p> <p>g. <i>Amendments to the Licensing Act 2003</i> – Mr Michael Hancock, CC's Licensing Officer advises that in future Parish Councils will be able to comment on licensing applications. Training will be arranged.</p>	
85/2012	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meeting</i> – 2nd July 2012.</p> <p>b. <i>Planning Meeting</i> – 18th June 2012.</p> <p>c. <i>Clerk's Leave</i> - 25th – 29th June 2012.</p> <p>d. <i>Planning Training</i> – Members are reminded of the following:</p> <ul style="list-style-type: none"> • <u>Localism Bill & Neighbourhood Planning</u> – 27th June 2012, 7-9pm, Council Chamber, Liskeard One Stop Shop. Cllrs. Mould and Webb booked to attend. <p>e. <i>St Endellion Music Festival</i> – 31st July – 10th August 2012.</p> <p>f. <i>Cornwall Young Carers</i> – Saturday, 7th July 2012, sponsored zip wire in aid of this Action for Children project. Further details from Jamie Lee at jamie.lee@actionforchildren.org.uk.</p>	
86/2012	<p><u>Information Only/Future Agenda Items</u> –</p> <p>a. <i>River Trip</i> – 4th July 2012, 6pm. Cllr. Blewett will organise a trip to enable Members to view the parish from the river.</p>	

Signature: (Cllr. Mrs Carol Mould)
Chairman

Date: 2nd July 2012