



St MINVER LOWLANDS PARISH COUNCIL
MINUTES OF THE COUNCIL MEETING
HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHURCH
ON MONDAY, 3rd DECEMBER 2012 @ 7.30 pm

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

Minute	AGENDA ITEMS	Action
	A copy of the new Code of Conduct and accompanying guidelines were given to Cllrs. Blewett and Gibson. <u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed those present.	
143/2012	<u>Apologies for Absence</u> – Cllrs. Rathbone (leave) and Strong (ill health).	
144/2012	<u>Members' Declarations:</u> a. <i>Pecuniary/Registerable Declarations of Interests</i> – none. b. <i>Non-Pecuniary/Disclosable Interests</i> – none c. <i>Declaration of Gifts</i> – Members were reminded they must not accept any gift or hospitality with a value in excess of fifty pounds.	
145/2012	<u>Minutes of Meetings:</u> a. <i>Full Council Meeting</i> – 5 th November 2012, AGREED as a true record. b. <i>Planning Meeting</i> – 19 th November 2012, AGREED as a true record.	
146/2012	<u>Outside Bodies/Reports</u> – a. <i>Police</i> – PC Taylor sent his apologies and reported that there was just one crime in November – a burglary, compared to three crimes in November 2011. b. <i>County Council</i> – Cllr. Gisbourne was not present at this point. c. <i>St Minver Highlands Parish Council</i> – a copy of the October and November Minutes were made available to the Meeting. d. <i>Padstow Harbour Commission</i> – a copy of the October Minutes were made available to the Meeting. In the absence of Cllr. Gisbourne, there was no report, regarding the PHC accounts for 2011. e. <i>Community Network Meeting</i> – no meeting had been held.	Cllr. Gisbourne
147/2012	<u>Planning Applications</u> – a. <i>PA12/09467, Seaforth, Hr. Tristram, Polzeath</i> – construction of balcony on North elevation (revised submission to remove Condition 3 of previously approved application PA12/06636). OBJECT , Members wish to ensure the privacy of neighbouring properties.	

	<p>b. <i>PA12/10370, Savannah, Rock</i> – continued use of boathouse as ancillary accommodation to the main dwelling in breach of condition 3 of application 90/3539 – rebuilding of existing boathouse and store. OBJECT, Members object to the lifting of this condition and feel strongly this should be an enforcement matter.</p> <p>c. <i>PA12/10590, Trelyn, Rock</i> – works to trees covered by a Tree Preservation Order, namely fell one <i>Macrocarpa</i> (no.4) and remove dead limb from one <i>Macrocarpa</i> (no.6). Ms Lorraine Lehan, CC case officer, advised that the County Tree and Woodland Officer has confirmed the <i>macrocarpa</i> tree is dead and the broken branch dead/dangerous and the request will therefore be dealt with under the five day notice procedure (for dead /dangerous trees) A replacement tree will be conditioned for the one to be felled. No further action.</p> <p>d. <i>PA12/10643, 50 Little Trelyn, Rock</i> – construction of a semi detached dwelling extension (previously withdrawn under PA12/08400). OBJECT, Members do not feel that this will sit comfortably with the dwellings on this already over developed site. All previous objections, still apply, i.e. this will create a terrace of three properties and is over development of the site, it would not fit into the natural landscape and it is debatable if there is sufficient amenity space for each dwelling. Again, Members would remind the Planning Officer that there is insufficient parking in Little Trelyn, which is a road leading to the old people’s bungalows.</p> <p>e. <i>PA12/10842, Grey Ladies, Daymer Lane, Trebetherick</i> – revised design to previously approved application PA11/08537 for demolition of dwelling-house and erection of replacement dwelling-house; namely alterations to form new entrance to house and garage with provision of new site access. NO OBJECTION.</p> <p>f. <i>PA12/10867, 6 Menague, Trewint Lane, Rock</i> – application for works to two <i>Macrocarpa</i> tree covered by a tree preservation order, namely removal of two limbs. NO OBJECTION provided CC’s Tree Officer has no objection.</p>	
148/2012	<p><u>Other Planning Matters</u> –</p> <p>a. <i>Neighbourhood / Local Development Plan</i> – Minute 135a/2012 refers. Cllr. Taper reported the meeting with the ‘Information Links’ had been held. The Clerk to ask Mr Keith Snelling for a copy of the presentation, to then be sent to those who had attended. Notes from the meeting have been circulated. It is hoped that future Meetings will be held during the day.</p> <p>b. <i>Rosemayne Cottage, Penmayne Lane, Rock</i> – it was AGREED to meet with Mr Fulmer, on site, on Friday 4th January at 10am, to discuss Members’ concerns with their planning application.</p>	Clerk Clerk
149/2012	<p><u>Highways Matters</u> –</p> <p>a. <i>Penmayne Road</i> – Minute PL76a/2012 refers. There was no update from Highways, regarding when the drainage / road repairs are to be carried out. Members received a letter from a resident, regarding the drainage problem at this location. This is the same stream that causes flooding problems at the other end of Penmayne at Croftlands. The Clerk to acknowledge and forward the letter to Highways.</p> <p>b. <i>Road Closure</i> – roads closed for patching and surfacing works:</p> <ul style="list-style-type: none"> • Pityme Farm Road and Rockhaven Gardens, Pityme, 18th to 31st January 2013 (0730 to 1800). • Cant Lane, St Minver, 21st to 25th January 2013 (0730 to 1800). • Trewiston Lane, St Minver, 23rd to 28th January 2013 (0730 to 1700). 	Clerk Clerk
150/2012	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Young Children’s Play Area</i> – Minute 137a/2012 refers. Cllr. Gilbert reported all is well.</p>	

	<p>b. <i>Older Children's Play Area / Community Building</i> – Minute 137b/2012 refers. Cllr. Mould reported she is trying to set up a meeting with the Football Club, etc.</p>	Cllr. Mould
151/2012	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – schedule No.2012-13-08, to a value of £1,194.96 were APPROVED for payment.</p> <p>b. <i>Contracts</i> – Minute 138e/2012 refers. It was RESOLVED to renew the following contracts:</p> <ul style="list-style-type: none"> • <u>Public Rights of Way</u> – Mr David Barnes, DB Grounds Maintenance, at a cost of £850 per cut (previously £830). • <u>Grass Verge Cutting</u> – Mr David Barnes, DB Grounds Maintenance, at a cost of £220 per cut (previously £210). Additional clearing work of footpaths etc. will stay the same at £12.50 per hour, per person, includes transport, fuel and machinery. • <u>Trewint Playing Field</u>: public convenience cleaning; H&S inspections; grass cutting; etc. – Mr Adrian Meneer's charges remain the same. It was RESOLVED to ask Mr Meneer to cut back the hedge as you enter Trewint Playing Field, opposite the toilets, also the hedge to the back of the toilets, and to cut back the hedge behind the shelter where a lot of rubbish is thrown by the youngsters. The work to be carried out over the winter months. <p>c. <i>Budget 2013/14</i> – Members considered their budgetary needs for the forthcoming financial year and it was RESOLVED to adopt the Draft Budget, previously circulated, subject to the following amendments: <u>Seagull Proof Refuse Sacks</u> – Members considered purchasing a supply for retailing to residents, and decided to take no further action. Cllr. Gisbourne arrived at this point. <u>Pityme Park</u> – it was AGREED to budget £1,000 to employ a Highways Consultant. The Clerk to request Highlands to budget this as a minimum. It was further RESOLVED to keep the precept the same at £33,000.</p> <p>d. <i>New Bank Accounts</i></p> <ul style="list-style-type: none"> • <u>Community Building</u> – Minute 138b/2012 refers. Cllr. Gilbert will provide the relevant paperwork to enable a separate account to be opened to manage this project. • <u>Neighbourhood Development Plan</u> – Minute NDP105/12 refers. Cllr. Mould will provide the relevant paperwork to enable a separate account to be opened to manage this project. 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr. Gilbert</p> <p>Cllr. Mould</p>
152/2012	<p><u>Administration</u> –</p> <p>a. <i>Code of Conduct</i> – it was RESOLVED to adopt the final version of the Code (copy previously circulated, together with a copy of the Guidance Notes) w.e.f. the January 2013 Meeting. The Clerk to notify the Monitoring Officer.</p> <ul style="list-style-type: none"> • <u>Dispensations</u> – Members RESOLVED to retain the authority to grant dispensations to Meetings of the Full Council, rather than delegate the authority to the Clerk. • <u>Section 2.6</u> – Members RESOLVED to: <ul style="list-style-type: none"> • Set a defined limit to gifts and hospitality of £50. • Hold its' own register of gifts and hospitality. <p>NOTES – Members attention was drawn to the following:</p> <ul style="list-style-type: none"> • <i>Section 3.5A</i> – relates to participation of Members who represent the Council on outside bodies and now entitles them to speak on the topic prior to withdrawing from the Meeting. 	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<ul style="list-style-type: none"> • <i>Section 5B: Exclusions</i> – confirms the rights of Members to vote on the election of the Chairman and other ceremonial posts, setting of council tax, payment of Members' allowances. These are now inserted, for clarity, in the Code at Section 5B(ii). • <i>Dispensations</i> – the Guide will help Members to understand the role of dispensations. The Clerk holds a form for use in such cases. • <i>Standing Orders</i> – the new Code will require a number of changes to Standing Orders and recommendations will be published shortly by NALC. 	
153/2012	<p><u>Documentation</u> –</p> <ol style="list-style-type: none"> <i>Clerks & Councils Direct</i> – November 2012. Taken by Cllr. Mould. <i>The Clerk</i> – November 2012. Taken by Cllr. Mould. <i>Cornwall AONB</i> – newsletter can be emailed on request. <i>Christmas Waste Collections</i> – previously circulated via email. <i>Cornwall Rural Highways Best Practise</i> – consultation document, deadline 14th December 2012. Previously circulated via email. 	
154/2012	<p><u>Diary Dates</u> –</p> <ol style="list-style-type: none"> <i>Full Council Meeting</i> – 7th January 2013. <i>Planning Meeting</i> – no Planning Meeting is scheduled for December, but it was RESOLVED to task the Chairman and Clerk to call one if necessary. <i>Clerk's Leave</i> – 21st, 24th, 27th, 28th and 31st December 2012. <i>Community Buildings</i> – free event aimed at reducing the costs of running a community building. Tuesday, 18th December 2012, 12.00 – 16.30, Roche Victory Hall. Details previously emailed. Booking form available from Clerk. <i>Neighbourhood Plans in a Nutshell</i> – one day workshop for Cornish Neighbourhood Planning Groups. 14th December 2012, Core Building, Eden Project. A place has been booked for Mr Keith Snelling. 	
155/2012	<p><u>Information Only/Future Agenda Items</u> –</p> <ol style="list-style-type: none"> <i>PROW 25</i> – Minute PL81/2012 refers. Mr Tuck Clagett, St Enodoc Golf Club has undertaken to repair the large hole, which has appeared just off the twelfth fairway on the footpath and to cut the overhanging vegetation where the Golf Club car park joins the footpath. <i>Pinewood, Polzeath</i> – the Clerk to ascertain the name of the developer, with a view to 'encouraging' them to replace the crash barrier with a wall. Cllr. Morgan wished to see a policy introduced for storing/accessing previous planning applications. Cllr. Mould wished to be able to view plans, via a projector and screen. 	Information Clerk
156/2012	<p><u>Closed Session</u> – in view of the special/confidential nature of the business about to be transacted, it was RESOLVED that it is advisable in the public interest that the press and public be temporarily excluded and they were instructed to withdraw.</p>	
157/2012	<p><u>Quotations</u> – Members RESOLVED to order the following:</p> <ol style="list-style-type: none"> Notice Boards – Minute 138c/2012 refers. <ul style="list-style-type: none"> • <i>Rock</i> – outside the Spar Shop. Cost to be shared with the shop owner. • <i>Polzeath</i> – the existing board measures 161cm wide x 112cm high. 	Clerk

Signature: (Cllr. Mrs Carol Mould)
Chairman

Date: 7th January 2013