



**St MINVER LOWLANDS PARISH COUNCIL**  
**MINUTES OF THE FULL COUNCIL MEETING**  
**HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHURCH**  
**ON MONDAY, 2<sup>nd</sup> SEPTEMBER 2013 @ 7.30 pm**

Present: Cllr. Mrs Mould (Chairman)      Cllr. Blewett      Cllr. Mrs Gibson  
 Cllr. Gisbourne      Cllr. Rathbone      Cllr. Strong  
 Cllr. Taper      Cllr. Mrs Webb      County Cllr. Penny  
 Mrs Thompson (Clerk)

Minute	AGENDA ITEMS	Action
	<u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed those present. Mr Juleff said there was a lot of concern that the Polzeath WCs are to close over the winter.	
108/2013	<u>Apologies for Absence</u> – Cllrs. Gilbert (personal commitment) and Morgan (work commitment).	
109/2013	<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 declare any gift or hospitality with a value in excess of fifty pounds. d. <i>Dispensations</i> – there were no requests for dispensations.	
110/2013	<u>Minutes of Meetings</u> – a. <i>Full Council Meeting</i> – 5 <sup>th</sup> August 2013, <b>AGREED</b> as a true record. b. <i>Planning Meeting</i> – none held in August.	
111/2013	<u>Outside Bodies/Reports</u> – a. <i>Police</i> – PC Taylor sent his apologies and the crime figures for August: 2 drink drive (both detected), 3 thefts, 2 assaults and 2 fraud (all remain undetected). This compares to 4 crimes in August 2012.  PC Taylor also provided some data concerning a speed survey that was carried out on Rock Road from 26 <sup>th</sup> June to 3 <sup>rd</sup> July 2013, outside the Clock Garage and St Minver School. A total of 5,625 vehicles went past the school doing an average speed of 27.5 m.p.h. At the garage site, 4,147 vehicles passed, with an average speed of 22.2 m.p.h. Early hours of the morning and early evenings gave slightly higher readings, but nothing excessive save for one or two vehicles.  Members wondered whether the garage and the school were the most appropriate sites for a traffic survey. b. <i>County Council</i> – Cllr. Andy Penny reported Mr Oliver Jones, Area Highways Officer had arranged for the gullies to be emptied at Penmayne and the system is now working. A camera study of the pipework is to be carried out.	

	<p><i>St Minver CLT</i> – wants to install a pavement at Penmayne. Cllr. Mould had advised them to attend a future PC meeting to explain their plans.</p> <p><i>PA13/02011, Duncliffe, Tristram Cliff, Polzeath</i> – demolition of the existing six bedroom dormer bungalow and construction of a new five bedroom detached family home with integral lower level garaging. Noted this application is to go to CC's Planning Committee for decision on 9<sup>th</sup> September 2013 at the Council Chamber, Cornwall Council, College Road, Camelford. The Clerk to book a place for Cllr. Mould to address the Committee. Cllr. Penny will liaise with Cllr. Mould, regarding speaking at the meeting.</p> <p><i>CC's Budget Reviews</i> – the main consideration is whether the Council Tax should go up by 2% or 5%. The latter would require a referendum.</p> <p><i>Polzeath Public WCs</i> – Mr Jonny Alford, CC officer responsible for this service, had been invited to meet with the Parish Council, regarding the options for the future of public toilets.</p> <p>c. <i>St Minver Highlands Parish Council</i> – a copy of their two July Minutes, together with notes from a site meeting were made available to the Meeting.</p> <p>d. <i>Padstow Harbour Commission</i> – a copy of their July Minutes were made available to the Meeting.</p> <p>PHC had invited the Council to send representative(s) to their meeting on 19<sup>th</sup> September 2013 to learn of the proposals for the Rock car park (copy of the plan previously circulated via email). Cllr. Blewett will attend on behalf of the Parish Council. Cllr. Mould reported on a conversation she had held with Mr Mike Hewitt, Padstow Harbour Commissioner, regarding the various options.</p> <p>e. <i>Community Network Meeting</i> – scheduled for 12<sup>th</sup> September 2013.</p>	<p>Clerk</p> <p>Cllr. Blewett / Clerk</p>
112/2013	<p><u>Planning Applications</u> –</p> <p>a. <i>PA13/05905, Sharps Brewery Ltd., Pityme Ind. Est., Rock</i> – proposed raising of existing roof structure to allow for new first floor staff amenities and brewery areas. <b>NO OBJECTION.</b></p> <p>b. <i>PA13/06302, Vacant Plot Adj. Pen-Y-Bryn, Trebetherick</i> – erection of one, two storey, four bedroom house, change of use to residential. This application had since been withdrawn and a fresh application is to be put to the September Planning Meeting.</p> <p>c. <i>PA13/07024, 10 St Moritz Villas, Trebetherick</i> – construction of extension. <b>NO OBJECTION.</b></p> <p>d. <i>PA13/07357, 15 St Moritz Villas, Trebetherick</i> – proposed two storey side extension. <b>NO OBJECTION.</b></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
113/2013	<p><u>Other Planning Matters</u> –</p> <p>a. <i>Neighbourhood Development Plan</i> – Minute 102a/2013 refers. Cllr. Mould reported the questionnaire had been posted and a meeting scheduled to take this forward.</p>	
114/2013	<p><u>Highways Matters</u> –</p> <p>a. <i>Road Safety Improvements</i> – Minute 91a/2013 refers. Deferred from the July meeting. A figure of £2,000 had been included in the 2013/14 budget for traffic works. Suggestions include:</p> <ul style="list-style-type: none"> <li>• <i>Trewint Road</i> – installation of dragon's teeth / rumble strips.</li> <li>• <i>Rock Road</i> –</li> <li>• <i>Polzeath</i> –</li> </ul> <p>Deferred until the outcome of the NDP is known.</p> <p>b. <i>Rock Road Traffic Management Improvements</i> – Minute 100a/2013 refers. Mr Paul Allen, Highways advised that the section of footway which the then County Councillor Gisbourne paid for out of his highways' budget was the footway extension at Pityme. There was insufficient money to fund the Rock Road pavement as well as the extensive amendments etc. to the parking</p>	

	<p>restrictions which was the main priority. Cllr. Gisbourne said this was incorrect. There was £25K in the pot, of which £6,600 was for Rock Road yellow lines; £10K for the Rock Road pavement and £7K for the Pityme footway. He will pursue this with Mr Allen.</p> <p>Cllr. Gisbourne said the yellow lines now stop short at the Pinewood development, Polzeath.</p> <p>c. <i>Pole, Trebetherick</i> – Minute 107a/2013 refers. Cllr. Strong had received an email indicating Highways can remove the pole, but it is not their top priority. He will forward this to the Clerk, who will respond.</p>	<p>Cllr. Gisbourne</p> <p>Cllr. Strong Clerk</p>
115/2013	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Young Children's Play Area</i> – Minute 103a/2013 refers. There were no issues with the equipment or the monthly H&amp;S inspection reports.</p> <p>b. <i>Playing Field / Community Building</i> – Minute 103b/2013 refers. Cllr. Mould reported the Football Club had received a Council Tax bill. She will clarify what this is for.</p>	Cllr. Mould
116/2013	<p><u>Administration</u> –</p> <p>a. <i>Polzeath Car Park</i> – car park income data previously circulated via email. Members were surprised at how low the income is.</p> <p><i>Polzeath Public Conveniences</i> – Minute 111b/2013 refers.</p> <p>b. <i>Royal Cornwall Hospital Trust (RCHT)</i> – Ms Maxine Moustrides has emailed to offer free membership to everyone aged 11 and over. The aim is to gather public support to complete their process of becoming a Foundation Trust. Visit <a href="http://www.rcht.nhs.uk/RoyalCornwallHospitalsTrust/OurOrganisation/Membership/MembershipScheme.aspx">http://www.rcht.nhs.uk/RoyalCornwallHospitalsTrust/OurOrganisation/Membership/MembershipScheme.aspx</a>. Details previously emailed.</p>	
117/2013	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – schedule No.2013-14-6, to a value of £8,632.63 were <b>APPROVED</b> for payment.</p> <p>Cllr. Gibson will arrange to bank the bar takings from the Summer Fete into the Community Building bank account, to be ring-fenced for re-orientation of the football pitch.</p> <p>b. <i>St Minver Cemetery Committee</i> – Minute 93b/2012 refers. Members received a copy of the Committee's 2012/13 accounts.</p> <p>c. <i>Grant Request</i> – Members to consider:</p> <ul style="list-style-type: none"> <li>• <u>Cancer Trek Appeal</u> – Members declined to support Mr Peter Twining who is to undertake a trek in Peru to raise funds for St Julia's and Mount Edgecumbe Hospices.</li> </ul> <p>d. <i>Insurance Premium</i> – the Clerk advised the PC's insurance is due for renewal on 1<sup>st</sup> October 2013 at a premium of £1,047.40. However, a 5% reduction is available, if Members are prepared to sign a new long-term agreement to 30<sup>th</sup> September 2016. It was <b>AGREED</b> to seek an 8% reduction, if this isn't possible, it was <b>AGREED</b> to accept the 5% discount.</p>	<p>Cllr. Gibson</p> <p>Clerk</p> <p>Clerk</p>
118/2013	<p><u>Documentation</u> –</p> <p>a. <i>Code of Conduct Consultation</i> – Members are invited to comment on the effectiveness of the Code. Consultation ends on 4<sup>th</sup> October 2013 previously circulated via email. See also 120h/2013 below.</p> <p>b. <i>Water Future</i> – South West Water consultation on 'Proposals and Choices 2015-20'.</p>	
119/2013	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meeting</i> – 7<sup>th</sup> October 2013. Cllrs. Mould and Webb gave their apologies they will be on leave.</p>	

	<p>b. <i>Planning Meeting</i> –16<sup>th</sup> September 2013.</p> <p>c. <i>Clerk's Leave</i> – 23<sup>rd</sup> to 27<sup>th</sup> September 2013.</p> <p>d. <i>CC Town &amp; Parish Councils' Summit Event</i> – Saturday, 21<sup>st</sup> September 2013. Further details to follow. Contact: Ms Helen Couch, CC.</p> <p>e. <i>Neighbourhood Plans</i> – 2<sup>nd</sup> October 2013, 1-4pm, Council Chamber, Truro or 3<sup>rd</sup> October 2013, 10am – 1pm, Shire House Suite, Bodmin. Officers from the Department for Communities and Local Government Decentralisation &amp; Neighbourhood Planning Team will be present to outline the Government's approach to Neighbourhood Planning and the support available. The sessions will also highlight good practice and provide some useful updates in respect of the Neighbourhood Plans being produced nationally as well as those being progressed in Cornwall. The sessions will be useful to all town and parish councillors irrespective of whether a Neighbourhood Plan has been commenced or not. Cllr. Mould will attend the Bodmin session.</p> <p>f. <i>Driving Safer for Longer Workshops</i> – free workshops, aimed at older drivers. Various venues throughout the county. The Clerk holds more information.</p> <p>g. <i>CC Budget Consultation Event</i> – Friday, 13<sup>th</sup> September 2013, 6.30 – 8pm, Cornwall Council Offices, Hr. Trenant Road, Wadebridge. Details previously circulated via email. Cllr. Mould and, possibly, Cllr. Gisbourne will attend.</p> <p>h. <i>Code of Conduct Consultation</i> – CALC are holding two general meetings: <ul style="list-style-type: none"> <li>• Tuesday, 24<sup>th</sup> September 2013, 7-9pm, Council Chamber, Truro.</li> <li>• Wednesday, 25<sup>th</sup> September 2013, 7-9pm, Bodmin Town Council Office.</li> </ul> These sessions are free of charge, but booking is essential.</p> <p>i. <i>2<sup>nd</sup> Town/Parish Council Annual Summit</i> – Saturday, 21<sup>st</sup> September, 10am, Kingsley Village Exhibition Hall. Topic: How Town &amp; Parish Councils and Cornwall Council can work to benefit local communities.</p>	<p>Cllr. Mould / Clerk</p> <p>Cllr. Mould / Clerk</p>
120/2013	<p><u>Information Only/Future Agenda Items</u> –</p> <p>a. <i>Football Club Sign</i> – it was <b>AGREED</b> to grant permission to the Club to put up a further advertising sign on their pavilion.</p>	
121/2013	<p><u>Meeting Closed</u> – 20.56.</p>	

Signature: ..... (Cllr. Miss Sharon Gilbert)  
Meeting Chairman

Date: 7<sup>th</sup> October 2013