



St MINVER LOWLANDS PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING
HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHURCH
ON MONDAY, 4th NOVEMBER 2013 @ 7.30 pm

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

Minute	AGENDA ITEMS	Action
	<u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed those present.	
140/2013	<u>Apologies for Absence</u> – Cllr. Mrs Gibson. It was AGREED that Cllr. Gibson would lay a poppy wreath on behalf of Lowlands Parish Council.	
141/2013	<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.	
142/2013	<u>Minutes of Meetings</u> – a. <i>Full Council Meeting</i> – 7 th October 2013, AGREED as a true record. b. <i>Planning Meeting</i> – 21 st October 2013, AGREED as a true record.	
143/2013	<u>Outside Bodies/Reports</u> – a. <i>Police</i> – PC Taylor was not present. b. <i>County Council</i> – Cllr. Andy Penny reported CC is seeking incidents where Sat-Navs had caused problems. Highways are considering reintroducing their Way Warden programme. He is pursuing a solution to the flooding issue at Rosemayne. He was asked why the solar farm, on 3a land, was put to CC's Planning Committee, when this is against CC's own planning rules. c. <i>St Minver Highlands Parish Council</i> – a copy of their September and October Minutes were made available to the Meeting. Members were concerned about the pricing policy relating to Polzeath car park. d. <i>Padstow Harbour Commission (PHC)</i> – a copy of their September Minutes were made available to the Meeting. e. <i>Community Network Meeting</i> – Cllr. Mould reported the last meeting had featured a talk on 'public' defibrillators. She said she did not share the opinion expressed at the October meeting, regarding the Network Meeting. Cllr. Gilbert reported the Wadebridge Network Meeting Minutes are currently unavailable on CC's website. The matter is being addressed. f. <i>Polzeath Partnership Meeting</i> – Highlands to arrange.	

144/2013	<p><u>Planning Applications –</u></p> <p>a. PA13/08414, <i>Worthylands, Worthy Hill, Trebetherick</i> – construction of ground and first floor extensions. NO OBJECTION.</p> <p>b. PA13/08945, <i>Land East of Faraway, Highcliffe, Polzeath</i> – alterations to an existing approval for single residential dwelling. Members believe that an earlier application was refused because of the size, now we seem to be faced with a further application which again increases the footprint. It seems that it is development by ‘creep’. OBJECT on these and the following grounds:</p> <ul style="list-style-type: none"> • Concerns about the number and type of vehicles using the unsurfaced, private road / public right of way. They request that if permission is granted, then a condition should be imposed for the road to be improved. • The building is out of keeping, the height and bulk and the impact on the neighbourhood properties is unacceptable. Although there has been some reduction in size, Members still have the same concerns. <p>c. PA13/09184, <i>Lowlands, Trenint Hill, Trebetherick</i> – proposed replacement dwelling and garage with associated works (non material amendment in relation to PA13/01882: Extension of proposed roof at Eastern Elevation to form canopy over balcony area. Deferred from the October Planning Meeting, as the plans had not been received. Ms Sam Hewitt, CC advised this is a non-material amendment on which there is no statutory consultation with the local councils. No further action.</p> <p>d. PA13/09329, <i>The Oystercatcher, Dunders Hill, Polzeath</i> – provision of retractable canopy on existing patio/decking area to provide outside eating area which is sheltered from the rain. NO OBJECTION.</p> <p>e. PA13/09377, <i>4 Medrose, Rock</i> – extend existing deck area. NO OBJECTION.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
145/2013	<p><u>Other Planning Matters –</u></p> <p>a. <i>Neighbourhood Development Plan</i> – Minute 127a/2013 refers. Cllr. Mould reported the data had all been input. The result will then be circulated locally. A public event is to be held on 25th November 2013. Representatives from appropriate CC departments will be present. Volunteers are needed to prepare a vision statement, identify the principles and policies to be embodied in the NDP and drafting the NDP itself.</p> <p>b. PA12/05208, <i>Pinewood, Polzeath</i> – Minute 127b/2013 refers. The condition on the planning consent requires the removal of the barrier and its replacement by 3rd November 2013. The developers had not complied with this condition. The Clerk to report this as an enforcement issue.</p> <p>c. <i>Dingles Way Development</i> – possible enforcement issue. Cllr. Mould will discuss the matter with Mrs Rawe of St Minver CLT.</p>	<p>Clerk</p> <p>Cllr. Mould</p>
146/2013	<p><u>Environmental Matters –</u></p> <p>a. <i>Footpath No. 547/3/1 St Moritz Hotel to Greenaway</i> – Minute 128c/2013 refers. Ms Debbie Ebsary, Countryside Information Officer (East), reports a site visit had been made and the solution will involve (prior to initial drainage investigations) drainage pipe installation and path re-surfacing. In addition, it was also noticed there was significant damage to the path at the top of the Greenaway steps which will also be looked at. She asks if Members are aware of who they may have to consult over access and who the landowner is either side of the footpath. A digital copy of the definitive map had been provided. The Clerk to enquire of Mr Hugh Ridgway and Mr Gerry Stone.</p> <p>b. <i>Public Conveniences</i> – Minute PL73a/2013 refers. A meeting had been called for Thursday, 7th November, 7pm to look at the implications of future provision. To include representatives from Highlands and local businesses. Defer to November Planning Meeting. The Clerk to advise Mr Chris Elwen of the Trebetherick Residents’ Association of the meeting.</p>	<p>Clerk</p> <p>Clerk</p>

	Cllr. Gilbert reported all the toilets are closed, except for weekends. In a fortnight Polzeath toilets will be closed completely for refurbishment.	
147/2013	<p><u>Highways Matters</u> –</p> <p>a. <i>Rock Road Traffic Management Improvements</i> – Minute 129a/2013 refers. Cllr. Gisbourne is looking for the paperwork from Highways regarding the cost of the consultation on the Rock Road improvements and the installation of the yellow lines, verbally stated to have cost £16,600.</p> <p>b. <i>Notice of a Road Closure Order</i> – 11th to 15th November 2013 (0930 to 1630), Trenint Hill and Worthy Hill, Trebetherick for cable renewal works.</p>	Cllr. Gisbourne
148/2013	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Young Children's Play Area</i> – Minute 130a/2013 refers. Cllr. Gilbert reported there are no issues. The fortnightly H&S inspection reports are OK. Cllr. Mould said there had been a burst pipe inside the football pavilion and the stop cock could not be located. It transpires the stop cock for the ladies and disabled WCs is located in one of the ladies cubicles; the stop cock for the gents and football pavilion is behind the toilet in the away team cubicle.</p>	
149/2013	<p><u>Administration</u> –</p> <p>a. None.</p>	
150/2013	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule No.2013/14-7 to a value of £2,979.66 were APPROVED for payment.</p> <p>b. <i>Computer / Website Backup</i> – Minute 132c/2013 refers.</p> <p>i. <i>Website</i> – Cllr. Taper was adamant that a service level contract was needed between the PC and Mr Robert Lawrence. Members were all very pleased with the work carried out by Mr Lawrence. Cllr. Taper will speak to him on his own behalf.</p> <p>ii. <i>Clerk's Computer</i> – the Clerk to purchase two USB sticks to back-up Lowlands' files, keeping one in the Council Chamber.</p> <p>c. <i>Asset Register</i> – Minute 132d/2013 refers. Covered by [d] below.</p> <p>d. <i>Insurance Policy</i> – Cllr. Strong had checked the insurance documentation and found them in order. He said Members should concentrate their efforts on the 'big things' that could go wrong. He, therefore, drew Members' attention to the following clause:</p> <p>Playground and Amusement Devices</p> <p>1. <i>If in relation to any claim You have failed to fulfil any of the following conditions, You will lose Your right to indemnity or payment for that claim.</i></p> <p><i>You must ensure that in connection with playground and amusement devices</i></p> <p>a) <i>all equipment, devices and facilities, including sand pits and paddling pools</i></p> <p><i>i) are manufactured and installed to the appropriate standard and maintained in good condition</i></p> <p><i>ii) are inspected, by a competent person, at least weekly and</i></p> <p><i>* all defects or risks to health or safety immediately rectified, OR</i></p> <p><i>* the equipment, device or facility taken out of use</i></p> <p>b) <i>You will erect where necessary suitable signs detailing any information that is necessary for the safe use of the equipment device or facility and clearly stating any restrictions on its use.</i></p> <p>c) <i>You will determine where supervision is necessary and ensure that it is provided whenever the play equipment device or facilities are in use</i></p> <p><i>We will not provide indemnity in respect of the operation of mechanically powered passenger carrying amusement devices or inflatable devices.</i></p>	Cllr. Taper Clerk

	<p>Cllr. Strong pointed out that our insurance company does not cover bouncy castles. It was noted that the provider has his own insurance when attending the summer fete.</p> <p>Cllr. Strong to enquire of the insurance brokers if written fortnightly inspections meets the requirements of the insurance policy and to agree suitable wording for a notice as in [c] above.</p>	Cllr. Strong
151/2013	<p><u>Documentation</u> –</p> <p>a. <i>Clerks & Councils Direct</i> – November 2013. Taken by Cllr. Mould.</p> <p>b. <i>Letter from Mr J.C. Porter</i> – he advised that he is in negotiation with the Duchy of Cornwall to lease a plot on the foreshore at Rock on which to site a small mussel / cockle van. Members were not supportive of this initiative because they do not wish to see a mobile unit at such a location as it would be out of keeping with the character of the area. Further he would be trading as a café, to the detriment of other local businesses. They believe it will lower the tone and contribute to rubbish being dumped. The Clerk to write to Mr Porter and send a copy to the PHC and the Duchy.</p>	Clerk
152/2013	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meeting</i> – Monday, 2nd December 2013.</p> <p>b. <i>Planning Meeting</i> – Monday, 18th November 2013. Apologies from Cllrs. Gisbourne, Mould and Rathbone.</p>	
153/2013	<p><u>Information Only/Future Agenda Items</u> –</p> <p>a. <i>Potholes</i> – the Clerk to report a number of potholes to Highways: [1] top of Daymer Lane (particularly bad one); [2] manhole cover at Policeman’s Corner; [3] outside Polzeath shops and [4] on Trenint Hill outside Hobbyfield.</p> <p>b. <i>St Minver Church</i> – the PCC wants to erect a notice board on the grass verge at Policeman’s Corner. Members did not think this was a suitable site. An alternative would be to put it on the side of the bus shelter. Planning permission would be needed. Cllr. Gisbourne will feed back to the PCC.</p>	Clerk Cllr. Gisbourne
154/2013	<p><u>Closed Session</u> – in view of the confidential nature of the business about to be transacted, namely quotations for work and the Clerk’s salary, it was RESOLVED that it is advisable in the public interest that the press and public be excluded and they were instructed to withdraw.</p>	
155/2013	<p><u>Quotations</u> –</p> <p>a. <i>Removal of Buddleias on the Verge by the Petrol Station</i> – the Clerk to write to Highways regarding the removal of the buddleias.</p>	Clerk
156/2013	<p><u>Contracts</u> – Members considered renewing / re-advertising the following contracts:</p> <p>a. <i>Grass Verge Cutting</i> – it was AGREED to renew the contract with Mr David Barnes for a further year. It was noted the contract must be re-advertised in 2014. The Clerk to advise Mr Barnes of this.</p> <p>b. <i>Public Rights of Way Cutting</i> – as [a] above.</p> <p>c. <i>General Maintenance</i> – it was AGREED to continue to use the services of Mr Mark Meneer.</p>	Clerk Clerk
157/2013	<p><u>Meeting Closed</u> – 21.10.</p>	

Signature: (Cllr. Mrs Carol Mould)
Chairman

Date: 2nd December 2013