



St MINVER LOWLANDS PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING

HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHURCH

ON MONDAY, 7th JULY 2014 @ 7.30 pm

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

Minute	AGENDA ITEMS	Action
	<p><u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed those present.</p> <p>Representatives of the Wills family (landowners) met with Members to discuss their proposal for the remainder of the Dingles Way site. Mr Peter Wonnacott (their planning consultant) spoke regarding the history. As the St Minver CLT had so far been unable to proceed, they were looking at alternatives. One possibility is that they could apply to extend the planning permission, which would be affordable housing led, but would include some open market dwellings.</p> <p>Cllr. Mould explained work is well underway with the Neighbourhood Development Plan, but not yet in place.</p> <p>Mrs Jean Tatam, CLT said they could now proceed but they need a formal option to be able to do so. An informal offer had been made, but the landowners were concerned that the planning permission is due to lapse at the end of the year. Mr Wonnacott confirmed that they would be looking at developing the whole of the field, not just half, in any future application.</p> <p>Mrs Tatam emphasised that the CLT is now ready to proceed and that they had written to the landowners' solicitors, prior to Christmas, requesting a formal option.</p> <p>Members said they would not be happy with the whole site being developed. There would be issues concerning the pressure on local services and increased traffic on a narrow country road.</p> <p>Mrs Rawe, CLT said funding had been very difficult to obtain. There are 24 applicants for 10 possible plots. Mrs Tatam undertook to establish if mortgages are available to self-build applicants.</p> <p>One of the landowners confirmed that he would not now be willing to give a formal option to the CLT, preferring to apply for a fresh planning application with some open market housing. A pre-app meeting will be held shortly with Cornwall Council</p> <p>To sum up Members would support the CLT acquiring the site, but would have issues with a larger development. Members' support for the initial outline planning permission might not have been forthcoming, were it not for the involvement of the CLT. The affordable housing surgery, to be organised by CC, will be pursued.</p>	
91/2014	<p><u>Apologies for Absence</u> – Cllr. Strong (leave); Gibson and Gilbert (both with personal commitments). Cllr. Webb was not present.</p>	
92/2014	<p><u>Members' Declarations</u> –</p> <p>a. <i>Pecuniary/Registerable Declarations of Interests</i> – Cllr. Blewett in 95a/2014.</p> <p>b. <i>Non-Pecuniary/Disclosable Interests</i> – none.</p>	

	<p>c. <i>Declaration of Gifts</i> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds.</p> <p>d. <i>Dispensations</i> – there were no written requests for dispensations.</p>	
93/2014	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 2nd June 2014, AGREED as a true record.</p> <p>b. <i>Planning Meeting</i> – 16th June 2014, AGREED as a true record.</p> <p>The Clerk had erroneously reported to the June meeting that planning application: <i>PA13/11085, Land adj. to Lowenva, Rock</i> – erection of two dwellings with garages and associated works, had been approved by CC. This application was in fact refused, it was <i>PA14/04094, Land adj. to Lowenva, Rock</i> – to fell 1 <i>Macrocarpa</i> pine and replace with 2 100cm <i>Macrocarpa</i> trees, that had been granted planning permission.</p>	
94/2014	<p><u>Outside Bodies/Reports</u> –</p> <p>a. <i>Police</i> – PCSO Drennan had supplied a written report (copy on file).</p> <p>b. <i>County Council</i> – Cllr. Andy Penny reported planning enforcement is looking into 38 Hr. Tristram (Minute 81d/2014 refers). He apologised for not taking Penbardon (PA14/03826) to CC’s planning committee, but the neighbours had not objected. The site meeting at Pinewood will go ahead on 16th July. A traffic order will shortly be implemented and any highways issues could be added and the costs shared.</p> <p>Cllr. Mould asked Cllr. Penny if he could speak to County Cllr. Jeremy Rowe and try to persuade him to attend the Community Network meetings.</p> <p>Cllr. Taper felt that a number of errors had been made with the Pinewood development, which should be discussed. He referred to the housing numbers for the parish and how to keep control. He wanted to see monthly reports of the number of new properties with planning permission. Cllr. Mould said ‘counting’ would not start until the NDP was adopted. Cllr. Gisbourne said the draft NDP has a target of 100 new builds in the next 25 years, but there is almost this number in the pipeline now.</p> <p>c. <i>St Minver Highlands Parish Council</i> – a copy of their June Minutes was made available to the Meeting.</p> <p>d. <i>Padstow Harbour Commission (PHC)</i> – a copy of their May Minutes was made available to the Meeting.</p> <p>e. <i>Community Network</i> – the meeting scheduled for 11th September 2014 had been cancelled and replaced by the AGM on 2nd October.</p>	Cllr. Penny
95/2014	<p><u>Planning Applications</u> –</p> <p>a. <i>PA14/02233, Land North of Deer Park, Rock Road, Rock</i> – outline permission for proposed 50/50 affordable/open market housing development x 8 no. dwellings. Cllr. Blewett declared a registerable interest and left the meeting whilst this was discussed.</p> <p>Ms Samantha Hewitt, Planning Officer advised the agent had sent in a revised site plan which showed a slight variation in the red site line along the vehicular access and the footpath linking to the existing footpath off a different section of the site.</p> <p>Members were concerned that the plans were not sufficiently clear and asked Cllr. Penny to contact Ms Hewitt and express their concerns about the access. The Clerk to advise her that this action is being taken.</p> <p>b. <i>PA14/05165, Harleigh, Rock Road, St Minver</i> – proposed demolition of existing bungalow and outbuildings and construction of new dwelling.</p> <p>COMMENT: Members would have no objection to a new property on the site, but do not wish to see a house, which will alter the street scene of an area of bungalows. They are also concerned that it would overlook neighbours and the parking is insufficient for a property of this size.</p>	<p>Clerk to record</p> <p>Cllr. Penny / Clerk</p> <p>Clerk</p>

	<p>c. <i>PA14/05207, Westward House, Rock</i> – removal of hedge and erection of 2m high close boarded hedge. NO OBJECTION. Cllr. Penny left the meeting at this point.</p>	Clerk
96/2014	<p><u>Other Planning Matters</u> –</p> <p>a. <i>Neighbourhood Development Plan</i> – Minute 81a/2014 refers. Cllr. Mould reported that NDP draft No.9 had been circulated to all Members of Lowlands and Highlands PCs. The Steering Group will be asked to consider having a ‘health check’ made of the plan by an NDP Independent Examiner.</p> <p>b. <i>Letting Signs</i> – Minute 81c/2014 refers. Miss Rawling, Development Technical (Enforcements and Appeals) had emailed to confirm that the advice previously given is correct. Holiday letting boards fall under the permitted development rights afforded under Part 3A of the Advertisement Regulations. Under temporary signage, a sign up to 0.5sqm or if two boards are joined together to form a single advert up to 0.6sqm, not extending outwards from a wall by more than 1m is permitted. Only one board may be displayed and should be removed within 14 days of completion of sale or granting of tenancy. On the basis of the information that they have received to date it does not appear that the enforcement service would be able to assist any further at this stage.</p> <p>Members were extremely dismayed at this decision and expressed concern that this would lead to a proliferation of signage in the parish.</p> <p>c. <i>Section 106 Monies</i> – Minute 81e/2014 refers. Cllr. Mould reported the meeting with Mr Jon James, CC regarding Section 106 monies and registering our needs with the Open Space Team had been cancelled by him.</p> <p>d. <i>Affordable Housing Provision</i> – figures from DCLG indicate Cornwall Council provided 2,690 affordable homes in 2010/11 and 2013/14. The fifth highest total in the country. Only Tower Hamlets, Birmingham, Newham and Greenwich provided more. https://www.gov.uk/government/publications/affordable-housing-delivery-by-local-authority-district. Please note this is an ad-hoc piece of analysis and does not represent an Official Statistics release.</p>	
97/2014	<p><u>Environmental Matters</u> –</p> <p>a. <i>St Minver Public Conveniences</i> – Minute 82a/2014 refers. Cllr. Mould reported the meeting with Mr Jon James, CC had been cancelled by him.</p> <p>b. <i>Blue Flag Status</i> – Minute 82f/2014 refers. Cllr. Mould reported a meeting with Mr Jon James, CC regarding the loss of the Blue Flag status for Polzeath Beach had been cancelled by him. She had had some discussion about the Blue Flag Status with the Network Manager, Mr Chadwick with a view to it being part of the Beach Management scheme.</p> <p>c. <i>Public Rights of Way (PROW)</i> – Members considered appointing a representative to check on the cutting of the PROWs. Noted Mr Ian Day had volunteered to monitor a number of paths and as a result a number of issues had been identified. Ms Debbie Ebsary, CC reported there is a fallen tree across FP No.2 which runs between Shilla Mill and Trebetherick. Members advised the landowner is Mr Johnny Mably, Trewiston Farm.</p> <p>d. <i>Rock Road Water Frontage</i> – Cllr. Mould advised the frontage on to the estuary between the Lifeboat Station and the Sailing Club is owned by the Duchy of Cornwall and leased to Padstow Harbour Commission (PHC). The Clerk to report the request to keep the area in better order to the PHC.</p> <p>e. <i>Grass Verges</i> – Minute 82d/2014 refers. The contractor confirmed that only Cantillion Close is on the cutting schedule, not Cantillion Lane.</p> <p>The footpath behind Dingles Way is on the schedule and the contractor cut that at the beginning of April. He hasn’t been cutting the small verge by Dingles Way as someone else had been doing it. It was understood the grass/garden cuttings are being dumped on the footpath by a tenant. The Clerk to report this to Cornwall Rural Housing.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>The Clerk to request details of the cutting schedule for the PROWs and grass verges from CC to enable a check to be made, prior to the tender process later this year.</p> <p>f. <i>Overgrown Hedge</i> – the hedge that is overgrowing the payment from the unoccupied/derelect property up the hill from Polzeath, just below Menwinnion had been reported to Highways.</p> <p>g. <i>Rock to Polzeath Footpath</i> – email complaining about dog excrement. The Clerk to report to CC's Dog Warden and to advise the complainant of the action taken.</p> <p>h. <i>Traffic Signs</i> – Mr Meneer will not have time to clean the signs until the end of the season. The Clerk confirmed that volunteers are covered by the PC's insurance. Cllr. Mould may know of a volunteer and will approach him.</p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr. Mould</p>																																																				
98/2014	<p><u>Highways Matters</u> –</p> <p>a. <i>Polzeath Double Yellow Lines</i> – Minute 83a/2014 refers. It was RESOLVED in principle to request that the yellow lines are extended and to add this to the traffic order (Minute 94b/2014 report refers). Referred to the July planning meeting.</p> <p>b. <i>Trebetherick</i> – Minute 83a/2014 refers. Mr Steve Bayley, Highways reported the Highway Steward had looked into the matter of the boulders and agreed that they are inappropriately placed. They will be removed.</p>	Clerk																																																				
99/2014	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Young Children's Play Area</i> – Minute 84a/2014 refers. In the absence of Cllr. Gilbert there was no report and no update on repairs identified in the annual RoSPA safety report. Cllr. Morgan checked the H&S inspection reports and found no issues.</p> <p>b. <i>Doctors' Surgery</i> – it was RESOLVED the Clerk would contact the Practise Manager, to establish if the practise might be interested in relocating to the Trewint Playing Field in the future.</p>	Clerk																																																				
100/2014	<u>Dog Chipping</u> – Mr Allan Rathbone, CC Local Dog Welfare Officer proposed to hold free dog chipping sessions for owners. He provided posters for distribution.																																																					
101/2014	<u>Right to Sell Electricity</u> – Members did not wish to support a proposal received from Mr Steve Shaw, Local Works: that the government gives Parish and Town Councils (Local Councils) the right to sell electricity.																																																					
102/2014	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule No.2014/15-4 was APPROVED for payment, including postdated cheques for August.</p> <table border="1"> <thead> <tr> <th>Item</th> <th>Price</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Salaries, including NI & tax - July</td> <td>617.80</td> <td></td> <td>617.80</td> </tr> <tr> <td>Website</td> <td>82.50</td> <td>16.50</td> <td>99.00</td> </tr> <tr> <td>External Audit</td> <td>200.00</td> <td>40.00</td> <td>240.00</td> </tr> <tr> <td>Trewint Playing Field</td> <td>340.00</td> <td></td> <td>340.00</td> </tr> <tr> <td>Grass verge and footpath cutting</td> <td>1,090.00</td> <td></td> <td>1,090.00</td> </tr> <tr> <td>Neighbourhood Development Plan</td> <td>125.30</td> <td>25.06</td> <td>150.36</td> </tr> <tr> <td>Bottle bank</td> <td>100.00</td> <td></td> <td>100.00</td> </tr> <tr> <td>Council chamber</td> <td>300.00</td> <td></td> <td>300.00</td> </tr> <tr> <td>Salaries, including NI & tax - August</td> <td>494.40</td> <td></td> <td>494.40</td> </tr> <tr> <td>Trewint Playing Field – August</td> <td>340.00</td> <td></td> <td>340.00</td> </tr> <tr> <td>Grass verge cutting - August</td> <td>230.00</td> <td></td> <td>230.00</td> </tr> <tr> <td colspan="3"></td> <td style="border-top: 1px solid black;">£4,001.56</td> </tr> </tbody> </table> <p>b. <i>Budget Monitor</i> – copy was circulated at the Meeting.</p> <p>c. <i>External Audit</i> – Grant Thornton had approved the 2013/14 accounts.</p>	Item	Price	VAT	Total	Salaries, including NI & tax - July	617.80		617.80	Website	82.50	16.50	99.00	External Audit	200.00	40.00	240.00	Trewint Playing Field	340.00		340.00	Grass verge and footpath cutting	1,090.00		1,090.00	Neighbourhood Development Plan	125.30	25.06	150.36	Bottle bank	100.00		100.00	Council chamber	300.00		300.00	Salaries, including NI & tax - August	494.40		494.40	Trewint Playing Field – August	340.00		340.00	Grass verge cutting - August	230.00		230.00				£4,001.56	
Item	Price	VAT	Total																																																			
Salaries, including NI & tax - July	617.80		617.80																																																			
Website	82.50	16.50	99.00																																																			
External Audit	200.00	40.00	240.00																																																			
Trewint Playing Field	340.00		340.00																																																			
Grass verge and footpath cutting	1,090.00		1,090.00																																																			
Neighbourhood Development Plan	125.30	25.06	150.36																																																			
Bottle bank	100.00		100.00																																																			
Council chamber	300.00		300.00																																																			
Salaries, including NI & tax - August	494.40		494.40																																																			
Trewint Playing Field – August	340.00		340.00																																																			
Grass verge cutting - August	230.00		230.00																																																			
			£4,001.56																																																			

	<p>d. <i>Internet Access</i> – the Clerk advised that to install a ‘phone line would cost £105, but as a line had been installed previously, this may be cheaper. As a ‘public building’ the annual cost for a line and broadband package will be approx. £590. The Clerk to check if the Church would have any objection to internet access being installed in the Council Chamber.</p> <p>e. <i>Cheque to St Minver FC</i> – it was RESOLVED to cancel the grant given to the Club to re-orientate the pitch, because the scheme had not gone ahead.</p> <p>f. <i>St Minver Cemetery Committee</i> – a copy of the annual return for 2013/14 had been received, which showed total assets as £14,618 (against £11,792 for the previous year). Cllr. Morgan said repairs to the cemetery wall will be carried out later this year, which will reduce this sum.</p>	<p>Clerk</p> <p>Clerk</p>
103/2014	<p><u>Documentation</u> –</p> <p>a. <i>Peninsula News</i> – NHS newsletter, Spring 2014.</p> <p>b. <i>Clerks & Councils Direct</i> – July 2014. Taken by Cllr. Mould.</p> <p>c. <i>Cornwall Apprenticeships</i> – details of the scheme were taken, for distribution locally.</p>	
104/2014	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meeting</i> – 1st September 2014. No August meeting will be held.</p> <p>b. <i>Planning Meeting</i> – 21st July 2014.</p> <p>c. <i>Clerk’s Leave</i> – 26th to 29th August 2014.</p> <p>d. <i>Cruse Bereavement Care</i> – AGM on Thursday, 17th July 2014 at 7.30pm, Council Chamber, NCH, Truro.</p> <p>e. <i>Code of Conduct Training: To Declare or not to Declare!</i> – free sessions, run by CC (details previously emailed). A number of additional dates and venues are available. Cllr. Morgan recommended the course.</p>	
105/2014	<u>Information Only/Future Agenda Items</u> – none	
106/2014	<u>Closed Session</u> – in view of the confidential nature of the business about to be transacted, namely quotations for work, it was RESOLVED that it is advisable in the public interest that the press and public be excluded and they were instructed to withdraw.	
107/2014	<u>Trewint Public Conveniences</u> – Minute 84a/2014 refers. Cllr. Blewett is awaiting a quotation to replace the exterior and internal doors to the gents. Referred to the July Planning Meeting.	Clerk
108/2014	<p><u>Council Chamber</u> – the Clerk reported she had been unable to obtain any quotations to spring clean the room and stairs leading to it because she did not have the appropriate contact details. Cllr. Blewett may know of someone and was authorised to pay £50 for a spring clean then £20 p.m. for two cleans.</p> <p>It was felt that the room should be repainted and the Clerk to ask the landlord what is happening with the damp problem and what is the cause of the hole in the wall.</p>	<p>Cllr. Blewett</p> <p>Clerk</p>
109/2014	<u>Meeting Closed</u> – 21.50pm.	

Signature: (Cllr. Mrs Carol Mould)
Chairman

Date: 1st September 2014