



St MINVER LOWLANDS PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING

HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHURCH

ON MONDAY, 1st SEPTEMBER 2014 @ 7.30 pm

Present: Cllr. Mrs Mould (Chairman) Cllr. Blewett Cllr. Mrs Gibson
 Cllr. Gisbourne (PC/CC) Cllr. Mrs Morgan Cllr. Rathbone
 Cllr. Strong Cllr. Mrs Webb Mrs Thompson (Clerk)

Minute	AGENDA ITEMS	Action
	<u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed those present, with a particularly warm welcome to the two members of the public.	
110/2014	<u>Apologies for Absence</u> – Cllrs. Gilbert, Morgan and Taper (all with personal commitments), County Cllr. Penny (family bereavement). <u>Resignation</u> – Members received the resignation of Cllrs. Chris Taper and Noel Strong, with much regret and declared the resulting casual vacancies. The Clerk to advise CC. Cllr. Mould took the keys to the notice boards in Polzeath and Trebetherick.	Clerk
111/2014	<u>Members' Declarations</u> – a. <i>Pecuniary/Registerable Declarations of Interests</i> – none. Members were advised it is now a legal requirement that membership of a Trade Union is declared as a registerable interest. 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 written requests for dispensations.	
112/2014	<u>Minutes of Meetings</u> – a. <i>Full Council Meeting</i> – 7 th July 2014, AGREED as a true record. b. <i>Planning Meeting</i> – 21 st July 2014, meeting was cancelled. c. <i>Planning Meeting</i> – 18 th August 2014, AGREED as a true record.	
113/2014	<u>Outside Bodies/Reports</u> – a. <i>Police</i> – PC Taylor and PCSO Sobyte were in attendance and provided crime figures for August 2014, which showed a total of just 4 crimes, as follows: Dog offence x 1 [pending], Drug offence x 2 [detected], Burglary offence on a commercial premise x 1 [undetected], These figures compare favourably with those recorded for the same month last year when there were a total of 6 crimes. Sgt. Andy Stewart was the new Beat Manager. PC Taylor confirmed that there are no restrictions on drinking alcohol on the wall opposite the Mariners.	

	<p>Cllr. Blewett said yellow lines, in some places, are getting very faint. It was thought double yellow lines, opposite Rock Bakery, would alleviate summer traffic congestion.</p> <p>Cllr. Webb asked if the police are enforcing the 'no trading' condition in Polzeath. PC Taylor said this was not a Policing matter.</p> <p>b. <i>County Council</i> – in the absence of Cllr. Andy Penny there was no report.</p> <p>c. <i>St Minver Highlands Parish Council</i> – a copy of their July Minutes were made available to the Meeting.</p> <p>Cllr. Morgan arrived at this point.</p> <p>d. <i>Padstow Harbour Commission (PHC)</i> – a copy of their June and July Minutes were made available to the Meeting. Plans for an increase in the car park at the bottom of Rock could be underway in late 2015.</p> <p>e. <i>Community Network</i> – the next meeting is scheduled for 2nd October 2014.</p>	
114/2014	<p><u>Planning Applications</u> –</p> <p>a. <i>PA14/07136, Blue Elvan, Rock</i> – extensions and improvements. It was confirmed that the proposal would increase the building by 1.4 meters. NO OBJECTION.</p> <p>b. <i>PA14/07148, 1 Penmayne House, Rock</i> – demolish existing garage and construction of new annexe and garage ancillary to existing dwelling. NO OBJECTION.</p> <p>c. <i>PA14/07421, Dormie House, Brea Road, Rock</i> – application for works to Tree subject to Tree Preservation order namely to raise crown of a mature Monterey Cypress (T1) to 3.5 metres all around to re-balance the canopy. NO OBJECTION provided the Tree Officer has no objection.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
115/2014	<p><u>Other Planning Matters</u> –</p> <p>a. <i>Neighbourhood Development Plan</i> – Minute 96a/2014 refers. Cllr. Mould reported the draft Plan had been given a 'health check' by a qualified professional and would be discussed at the next NDP meeting.</p> <p>b. <i>Section 106 Monies</i> – Minute 96c/2014 refers. Nothing further had been heard from CC, regarding the Section 106 monies and registering our needs with the Open Space Team.</p>	
116/2014	<p><u>Environmental Matters</u> –</p> <p>a. <i>St Minver Public Conveniences</i> – Minute 97a/2014 refers. No meeting had been held hence there was no update. Cllr. Mould said it was essential to move this forward. Cllr. Gibson said it does not have to be the Parish Council who is responsible for the WCs, other options should be pursued.</p> <p>Cllr. Gisbourne explained that Mr Jon James will not have his budget until October and the costs for winter 2014 are unknown.</p> <p>It was RESOLVED that the only public conveniences Members would consider managing were the WCs at Polzeath. Cllr. Gibson was asked to seek alternative options to manage them.</p> <p>b. <i>Traffic Signs</i> – Minute 97h/2014 refers. Mr Nick Herrington had cleaned most of the signs, which are now looking much better. The project would be completed shortly. It was understood he may be interested in doing other tasks. It was RESOLVED to send a letter of thanks to Mr Herrington.</p> <p>c. <i>Tender Process</i> – details of the 2015 cutting schedule and maps for the following had been obtained and provided to Cllrs. Mould and Morgan.</p> <p>i. <u>Public Rights of Way</u> –</p> <p>ii. <u>Grass Verges</u> –</p> <p>They will now review the documents and draw up advertisements, tender documents, etc.</p>	<p>Cllr. Gibson</p> <p>Clerk</p> <p>Cllrs. Mould / Morgan</p>

	<p>d. <i>Bench</i> – a request had been received to place a bench on the cliff top at Trebetherick. The landowner is thought to be the National Trust. It was RESOLVED to advise the applicant of this and to say that if he wished to go ahead the PC requested a donation of £100 towards future maintenance.</p> <p>It was proposed to ask Mr Herrington if he was willing to review the benches in the parish and report on any maintenance needed.</p>	<p>Clerk</p> <p>Clerk</p>
117/2014	<p><u>Highways Matters</u> –</p> <p>a. <i>Road Traffic Order</i> – deferred from the August Planning Meeting. Cllr. Gisbourne advised Highways would repaint yellow lines, if they were too faint to be enforceable. Members did not wish to add anything to the shared Traffic Order. The Clerk to advise County Cllr. Penny.</p> <p>b. <i>South West Resilience Campaign</i> – Members RESOLVED to support the campaign calling on the Government to invest in four key actions (details previously emailed):</p> <ol style="list-style-type: none"> i. Improvements to the A303/ A30? A358 to create a reliable second strategic road link from London to the SW Peninsula; ii. A resilient and reliable railway for the SW Peninsula; iii. Faster rail journey times and better connections; iv. Sufficient capacity and quality of our trains to meet demand. <p>c. <i>Road Closure</i> – Trenint Hill, Trebetherick, from 29th September to 8th October 2014 (0730 to 1800 hours) for patching and resurfacing works.</p>	<p>Clerk</p> <p>Clerk</p>
118/2014	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Young Children's Play Area</i> – Minute 99a/2014 refers. Cllr. Gibson reported repairs identified in the annual RoSPA safety report were being dealt with. The fortnightly H&S inspection reports were not available.</p> <p>Gllr. Gibson will look into the possibility of obtaining a new piece of play equipment.</p> <p>b. <i>Doctors' Surgery</i> – Minute 99b/2014 refers. The Practise Manager had written to advise that they have no plans to move from their current site at Rock.</p> <p>c. <i>Wedding Marquee</i> – Minute PL54/2014 refers. Mr Andrew Bedding, Came & Co. (insurance brokers) advised that because the PC is not arranging this event Members' responsibilities are limited to ensuring the playing field land is safe and fit for purpose. These responsibilities are covered by the Public Liability Insurance section of the policy. Any injury or damage arising from the wedding reception itself or the marquee will be the responsibility of the organisers. Assuming the wedding is not open to the general public, the need to see proof of any insurance is not vital but, for clarity, he recommends informing the resident that the PC is not responsible for their activities on the playing field and they may wish to consider arranging their own insurance.</p> <p>Members deferred considering granting permission to until Cllr. Gisbourne had spoken to the Football Club. If permission was granted a donation would be requested.</p>	<p>Cllr. Gibson</p> <p>Cllr. Gisbourne</p>
119/2014	<p><u>Council Chamber</u> –</p> <p>a. <i>Internet Access</i> – Minute 102d/2014 refers. The Church had confirmed they had no objection to the installation of internet access. It was RESOLVED that Cllr. Mould would approach Mr John Holman, Transit to provide the internet access.</p> <p>b. <i>Cleaning</i> – Cllr. Mould had given the Council Chamber a 'spring clean' and was thanked for doing so. Cllr. Blewett reported that he will bring someone who might be able to clean the chamber on a monthly basis. The Clerk pointed out she will need details of her NI number, etc.</p>	<p>Cllr. Mould</p> <p>Cllr. Blewett</p>

	<p>c. <i>Redecorating</i> – Mr John Godwin, St Minver Methodist Church advised that they have had substantial roof work carried out and covered the exterior wall with a new anti-damp chemical used by English Heritage and NT. Their programme of work, costing £3,000 plus, will include ‘making good’ the decoration at the top of the stairs. It is anticipated that this will commence this week. Once the repair work is completed, then quotes can be obtained for redecorating.</p>																													
120/2014	<p><u>Administrative Matters</u> –</p> <p>a. <i>Handover Notes</i> – the Clerk had provided the Chair and Vice Chair with a revised copy of the Clerk’s Handover Notes.</p>																													
121/2014	<p><u>Defibrillator Training</u> – Minute 85b/2014 (June 2014) refers. Mr Norman Trebilcock, FLEET had agreed to provide a training session in the use of this equipment. Any date after 22nd October would be suitable.</p>	Clerk																												
122/2014	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule No.2014/15-5 was APPROVED for payment. The water bill was £718.78 compared to £195.48 for the same period last year. Cllr. Gisbourne said sewage was the major cost.</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</td> <td>494.40</td> <td></td> <td>494.40</td> </tr> <tr> <td>Trewint Playing Field</td> <td>1,088.68</td> <td></td> <td>1,088.68</td> </tr> <tr> <td>Grass verges and footpath cutting</td> <td>300.00</td> <td></td> <td>300.00</td> </tr> <tr> <td>St Minver Cemetery Committee</td> <td>3,450.00</td> <td></td> <td>3,450.00</td> </tr> <tr> <td>Council Chamber</td> <td>20.00</td> <td></td> <td>20.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td>£5,353.08</td> </tr> </tbody> </table> <p>b. <i>Budget Monitor</i> – copy was circulated at the Meeting. Members reviewed the items, included on this year’s budget but not yet spent, but it was felt no action was required at this time.</p> <p>c. <i>Signage</i> – Members declined to replace the ‘no street trading’ sign in Polzeath with an A4 sized sign to state street trading prohibited at all times by order of St Minver Lowlands PC.</p> <p>d. <i>Grant Requests</i> – Members declined to make a grant towards the work of Spectrum, who help those with autistic spectrum disorder.</p>	Item	Price	VAT	Total	Salaries, including NI & tax	494.40		494.40	Trewint Playing Field	1,088.68		1,088.68	Grass verges and footpath cutting	300.00		300.00	St Minver Cemetery Committee	3,450.00		3,450.00	Council Chamber	20.00		20.00				£5,353.08	
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123/2014	<p><u>Documentation</u> –</p> <p>a. <i>Countryside Voice</i> – CPRE magazine Summer, 2014.</p> <p>b. <i>CC’s Leisure Facilities</i> – it was pointed out that the loss of the Wadebridge facility would have a big impact on local schools, amongst other users. The online survey is at: www.surveymonkey.com/s/LeisureConsultation.</p>																													
124/2014	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meeting</i> – 6th October 2014. Cllr. Morgan gave her apologies.</p> <p>b. <i>Planning Meeting</i> – 15th September 2014. Cllr. Blewett gave his apologies.</p> <p>c. <i>Clerk’s Leave</i> – 22nd to 26th September 2014.</p> <p>d. <i>Cornwall Community Flood Forum</i> – AGM and Conference, Eden Project on Wednesday, 1st October 2014, 9.30-3.30pm. The Clerk holds further details.</p>																													
125/2014	<p><u>Information Only/Future Agenda Items</u> – Bin, Rock Road.</p>																													
126/2014	<p><u>Meeting Closed</u> – 21.18pm</p>																													

Signature: (Cllr. Mrs Carol Mould)
Chairman

Date: 6th October 2014