



St MINVER LOWLANDS PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING
HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHURCH
ON MONDAY, 13th OCTOBER 2014 @ 7.30 pm

Present: Cllr. Mrs Mould (Chairman) Cllr. Blewett Cllr. Mrs Wade
 Cllr. Miss Gilbert Cllr. Gisbourne Cllr. Rathbone
 Cllr. Mrs Webb Mrs Thompson (Clerk)

Minute	AGENDA ITEMS	Action
	<p><u>Chairman's Welcome and Public Forum</u> – the Chair welcomed those present, with a particularly warm welcome to the members of the public.</p> <p>Members met with Mrs Sarah Roberts, regarding a planning proposal for Land South of Chy-an-Brea, Trebetherick. She said her family wanted to return to live in Rock. The plan is to demolish and rebuild. The access will be off a private drive, avoiding the existing poor access. The new dwelling will be higher in the centre. Mrs Roberts said the neighbours were supportive. She was thanked for attending the meeting. Minute 132k/2014 refers</p> <p>Members met with Mr Ivan Tomlin, Planning for Results Ltd., regarding a planning proposal for St Enodoc House to allow the building to be occupied as an independent dwelling. The owner wants to transfer ownership to his son, who is living in the property. They currently share the parking. Minute 132g/2014 refers</p>	
127/2014	<u>Apologies for Absence</u> – Cllr. Morgan (leave) and County Cllr. Penny (clash of meetings).	
128/2014	<p><u>Members' Declarations</u> –</p> <p>a. <i>Pecuniary/Registerable Declarations of Interests</i> – none.</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>	
129/2014	<u>Casual Vacancies</u> – the deadline for residents to call an election was 26 th September 2014. As no election was called, Members are now free to advertise for candidates and to co-opt. Cllr. Mould said she had received two expression of interest, who would be asked to attend the November meeting.	Cllr. Mould
130/2014	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 1st September 2014, AGREED as a true record.</p> <p>b. <i>Planning Meeting</i> – 15th September 2014, AGREED as a true record.</p>	
131/2014	<p><u>Outside Bodies/Reports</u> –</p> <p>a. <i>Police</i> – PC Taylor sent his apologies and a written report. There were three crimes for the month, two thefts (undetected) and one assault (detected).</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 August [x 2] and September Minutes were made available to the Meeting.</p> <p>d. <i>Padstow Harbour Commission (PHC)</i> – a copy of their August Minutes were made available to the Meeting. The PHC had objected to the planning applications for Ferry Point and Cacklebar.</p> <p>e. <i>Community Network</i> – a meeting had been held on 2nd October 2014 but no-one was available to attend.</p>	
132/2014	<p><u>Planning Applications</u> –</p> <p>a. <i>PA14/07738, 13 Higher Tristram, Polzeath</i> – single storey extension forming lounge with study. NO OBJECTION.</p> <p>b. <i>PA14/07916, Porthilly Bridge, Rock</i> – revision to planning applications PA14/02441 and PA13/08771 to form extended first floor balcony to West and North elevations. NO OBJECTION.</p> <p>c. <i>PA14/08208, Porthilly Farm (Land West of Cant Farm), Rock</i> – creation of a new vehicular access to an existing agricultural building. NO OBJECTION.</p> <p>d. <i>PA14/08250, Little Strand, Rock</i> – renewal of permission PA11/07821 granted 16th November 2012: proposed first floor extension. NO OBJECTION</p> <p>e. <i>PA1408336, Bramble Hill, Green Lane, Rock</i> – works to trees covered by tree preservation order, namely trimming of branches of two macrocarpa trees. NO OBJECTION if the Tree Officer has no objections.</p> <p>f. <i>PA14/08511, 52 Little Trelyn, Rock</i> – non-material amendment for adjustment of position of house on plot, window to front elevation altered to replace bay window, space between 53 and 52 reduced from 2.4m and 2.1m to (PA13/03283) Construction of four bedroom detached house and garage. Ms Sam Hewitt, Case Officer advises that as this application is ‘non-material’ Members won’t be consulted. No further action.</p> <p>g. <i>PA14/08515, Land adj. to Kendall, Rock Road, St Minver</i> – construction of four new dwellings, new access road and creation of new road junction with highway. Land around the site had been identified as development land by the draft NDP, but Members had serious concerns about the access, which is right on the corner near the build out. They wish to ensure that Highways gives this serious consideration. Members seek to make certain the access is as safe as possible and we request that Highways carries out a detailed survey into the access and visibility splay.</p> <p>h. <i>PA14/08689, The Mariners, Rock</i> – proposed new balcony off first floor restaurant. NO OBJECTION.</p> <p>i. <i>PA14/08711, St Enodoc House, Rock</i> – removal of condition 3 in relation to decision notice PA12/11500 dated 22.03.2013 - to allow the building to be occupied on a self-contained residential basis as an independent dwelling Condition Number(s): Planning Condition 3 Conditions(s) Removal: The application proposes the removal of condition 3 to allow the building to be occupied on a self-contained residential basis as an independent dwelling. The application proposes removal of condition 3. OBJECT on the grounds that permission would not have been given for a separate dwelling on the site without the required 1.5 parking spaces. Members supported the principle of a family member living in a property ancillary to the main dwelling but object to this condition being lifted.</p> <p>j. <i>PA14/08905, 11 Hr. Tristram, Polzeath</i> – proposed demolition of existing detached dwelling and erection of replacement dwelling house. OBJECT on the grounds the development will overlook the properties on Tristram Cliff, in particular, the balconies will look directly at them. The distance is still too close and will result in noise pollution and infringement of their amenity space and there is also concern regarding the general mass of the building.</p> <p>k. <i>PA14/08936, Chy-an-Brea, Trebetherick</i> – replacement dwelling to include amended access and new garage. NO OBJECTION.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>i. PA14/09107, <i>Field East of Sharps Brewery, Pityme Ind. Est. St Minver</i> – change of use from agricultural to storage B8 – to be used for the storage of boats (maximum length 10m). NO OBJECTION.</p> <p>m. PA14/03153/PREAPP, <i>Westcroft, Rock</i> – pre-application advice for the erection of a dwelling. Members are invited to comment, “so that the architects can alter the drawings before submitting the full application”. Members are unhappy with the access on an unmade unadopted road onto a busy road. Members request Highways gives this careful consideration.</p>	<p>Clerk</p> <p>Clerk</p>
133/2014	<p><u>Other Planning Matters</u> –</p> <p>a. <i>Neighbourhood Development Plan</i> – Minute 115a/2014 refers. Cllr. Mould reported the draft NDP is being rewritten, following feedback from the Inspector. A meeting with Ms Sarah Arden is scheduled to discuss the Land Assessments.</p> <p>b. PA14/01582, <i>1 Brea Road, Rock</i> – re-submission of previously withdrawn application PA13/05637 for proposed extension and internal alterations to include removal of existing roof structure, construction of accommodation within the roof. The Planning Inspector had upheld CC’s refusal.</p> <p>c. PA14/07771, <i>Shoals, Rock</i> – members raised no objections to the scheme however the Council’s Forestry Officer had objected and recommended refusal based on the impact of the development on the protected tree. Members were happy to ‘agree to disagree’ in this instance.</p>	<p>Clerk</p>
134/2014	<p><u>Environmental Matters</u> –</p> <p>a. <i>St Minver Public Conveniences</i> – Minute 116a/2014 refers. Cllr. Gisbourne reported a meeting had been held with representatives from Highlands and Mr Jon James, CC. CC said they do not have the resources to keep the toilets open all year round and as a consequence last winter all three public WCs at Daymer Bay, Polzeath and New Polzeath were open only at weekends with Lowlands Parish Council paying extra money from the Parish Precept to keep Polzeath open over the Christmas and New year period.</p> <p>Members RESOLVED to accept a proposal to close Daymer Bay WCs completely for the winter months and use the money saved to keep Polzeath open 7 days a week and New Polzeath open at Weekends. This arrangement will be for this winter only. The saving in closing Daymer Bay WCs should be sufficient to pay for keeping Polzeath open for 7 days and New Polzeath open at weekends, but if there is a shortfall it was RESOLVED to fund the difference, hopefully, in conjunction with Highlands. The Clerk to advise Mr James.</p> <p>Cllr. Mould said a decision needs to be made regarding the PCs taking over the toilets completely. This decision is likely to mean a rise in the precept.</p> <p>Cllr. Rathbone said he believed that CC will not fund any public conveniences in the future. They will look to hand them over to PCs or local businesses.</p> <p>It is the intention to hold a meeting with all interested parties to discuss a way forward on Monday, 27th October 2014. Cllr. Mould to organise.</p> <p>b. <i>Tender Process</i> – Minute 116c/2014 refers. Cllr. Mould had carried out a review of the tender pack and an advertisement had been placed for the following contracts.</p> <p>a. <u>Public Rights of Way</u> –</p> <p>b. <u>Grass Verges</u> –</p> <p>c. <i>Tree Warden</i> – it was RESOLVED to accept the offer from Mr Nick Herrington to act as Tree Warden for the parish, subject to CC providing information on the scheme.</p> <p>d. <i>Overgrown Hedges</i> – a complaint had been received about the overgrown hedge by the Rock Institute and by the Spar shop, opposite the doctors. The Clerk to seek to arrange a site visit with Highways to consider the situation.</p>	<p>Clerk</p> <p>Cllr. Mould</p> <p>Clerk</p> <p>Clerk</p>

135/2014	<p><u>Highways Matters</u> –</p> <p>a. <i>Traffic Signs</i> – Members considered the report from Mr Nick Herrington (copy previously circulated) and it was RESOLVED to ask him to carry out the items he had identified, subject to agreement from Highways. It was further RESOLVED to report the signs that need replacing to Highways.</p>	Clerk Clerk																																				
136/2014	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Young Children's Play Area</i> – Minute 118a/2014 refers. Members received an update; on the following:</p> <ol style="list-style-type: none"> i. Fortnightly H&S inspection reports – no issues found; ii. Repairs identified in the annual RoSPA safety report – Cllr. Wade had requested a quotation for the work. iii. Possible new piece of play equipment – for consideration. <p>b. <i>St Minver Pre-School</i> – Members considered a request to permit the pre-school to place advertising signs on their fence (facing the playing field). They had NO OBJECTION, in principle, but wished to set a maximum size of 2ft x 2ft and no more than 10.</p>	Cllr. Wade Clerk																																				
137/2014	<p><u>Council Chamber</u> –</p> <p>a. <i>Internet Access</i> – Minute 119a/2014 refers. Cllr. Mould reported this was in hand.</p> <p>b. <i>Cleaning</i> – Minute 119b/2014 refers. Deferred until 137c/2014 is actioned.</p> <p>c. <i>Redecoration</i> – Minute 119c/2014 refers. The repair work had been completed. It was RESOLVED to invite Messrs. Mark Meneer, Steve Cocks and Andrew Forbes to quote to redecorate the Council Chamber.</p>	Cllr. Mould Clerk																																				
138/2014	<p><u>Administrative Matters</u> –</p> <p>a. <i>Risk Assessment</i> – it was RESOLVED to accept the following revised risk assessments.</p> <ul style="list-style-type: none"> • <i>Council Chamber</i> – copy previously circulated. • <i>Trewint Playing Field / Bottle Bank</i> – copy previously circulated. • <i>Financial Risks</i> – copy previously circulated. <p>b. <i>Standing Orders / Financial Regulations</i> – models adopted in May 2014. No further action.</p> <p>c. <i>Remembrance Service</i> – it was AGREED to appoint Cllr. Wade as the representative to attend the service. A poppy wreath had been ordered.</p> <p>d. <i>Chacewater PC Meeting</i> – the Clerk advised Members that following the meeting, they are pursuing a motion that CC is not fit for purpose.</p>	Cllr. Wade																																				
139/2014	<p><u>Defibrillator Training</u> – Minute 121/2014 refers. Mr Norman Trebilcock, FLEET has yet to set a date for a training session in the use of this equipment.</p>																																					
140/2014	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule No.2014/15-6 was APPROVED.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Item</th> <th style="text-align: right;">Price</th> <th style="text-align: right;">VAT</th> <th style="text-align: right;">Total</th> </tr> </thead> <tbody> <tr> <td>Salaries, including NI & tax</td> <td style="text-align: right;">680.02</td> <td></td> <td style="text-align: right;">680.02</td> </tr> <tr> <td>Insurance</td> <td style="text-align: right;">973.64</td> <td></td> <td style="text-align: right;">973.64</td> </tr> <tr> <td>Stamps</td> <td style="text-align: right;">55.44</td> <td></td> <td style="text-align: right;">55.44</td> </tr> <tr> <td>Trewint Playing Field</td> <td style="text-align: right;">296.98</td> <td style="text-align: right;">8.60</td> <td style="text-align: right;">305.58</td> </tr> <tr> <td>Grass verges</td> <td style="text-align: right;">230.00</td> <td></td> <td style="text-align: right;">230.00</td> </tr> <tr> <td>Tender process</td> <td style="text-align: right;">217.90</td> <td style="text-align: right;">43.58</td> <td style="text-align: right;">261.48</td> </tr> <tr> <td>Council Chamber</td> <td style="text-align: right;">300.00</td> <td></td> <td style="text-align: right;">300.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td style="text-align: right;">£2,806.16</td> </tr> </tbody> </table>	Item	Price	VAT	Total	Salaries, including NI & tax	680.02		680.02	Insurance	973.64		973.64	Stamps	55.44		55.44	Trewint Playing Field	296.98	8.60	305.58	Grass verges	230.00		230.00	Tender process	217.90	43.58	261.48	Council Chamber	300.00		300.00				£2,806.16	
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	<p>b. <i>Public Benches</i> – Minute 116d/2014 refers. Members considered the report (copy previously circulated) from Mr Herrington, and it was RESOLVED to authorise the work and approve the expenditure.</p> <p>c. <i>Surface Repairs</i> – Members considered the recommendation from Mr Herrington to repair the surface by the gates leading to the Trewint play area and it was RESOLVED to authorise the work and approve the expenditure.</p> <p>d. <i>Grant request</i> – it was RESOLVED to make a donation of £300 to the Polzeath Marine Conservation Group.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
141/2014	<p><u>Documentation</u> –</p> <p>a. <i>Clerks Direct</i> – September 2014. Taken by Cllr. Mould.</p> <p>b. <i>The Clerk Magazine</i> – September 2014. Taken by Cllr. Mould</p> <p>c. <i>SW Resilience Campaign</i> – letter from Baroness Kramer, Minister of State, Dept. of Transport, responding to Members support for the campaign.</p> <p>d. <i>Peninsula Community Health</i> – Annual Review, April 2013 – March 2014.</p>	
142/2014	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meeting</i> – 3rd November 2014. Apologies from Cllr. Rathbone.</p> <p>b. <i>Planning Meeting</i> – it was AGREED not to hold the Planning Meeting scheduled for 20th October 2014 and to deal with any planning applications at the November Full Council Meeting.</p>	
143/2014	<p><u>Information Only/Future Agenda Items</u> –</p> <p>a. <i>Dog Penalty Notices</i> – Cllr. Rathbone reported five fixed penalty notices had been issued in Polzeath.</p> <p>b. <i>Financial Interests</i> – Cllr. Wade advised she needed to make changes to her form as she has changed jobs and her name to Wade. The Clerk to provide.</p>	Clerk
144/2014	<p><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</p>	
145/2014	<p><u>Crash Barrier, Pinewood, Polzeath</u> – Minute PL64b/2014 refers. Members considered the response from Mr Phil Mason regarding the crash barrier and were extremely angry at the lack of progress. Discussion with a Highway Consultant had been held. Members felt that CC had a duty of care to road users and by allowing a barrier to continue in situ that they have identified as possibly not being fit for purpose and not being signed off, as explained by Mr Rob Causton, Highways at the meeting in June this year.</p> <p>Members feel most strongly that CC has a duty of care to road users and by allowing a barrier to continue in situ that they have identified as possibly not being fit for purpose and not having been signed off, as explained by Mr Rob Causton, Highways at the meeting in June this year that they would be liable and guilty of negligence should an unfortunate accident occur. The Clerk to circulate these comments to Mr Scott Mann, Mr Dan Rogerson MP and all those who attended the meeting.</p>	Clerk
146/2014	<p><u>Meeting Closed</u> – 21.30pm.</p>	

Signature: (Cllr. Mrs Carol Mould)
Chairman

Date: 3rd November 2014