



St MINVER LOWLANDS PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING
HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHURCH
ON MONDAY, 1st DECEMBER 2014 @ 7.30 pm

Present: Cllr. Mrs Mould (Chairman) Cllr. Blewett Cllr. Crowdy
 Cllr. Gisbourne Cllr. Rathbone Cllr. Richards
 Cllr. Ms Wade Cllr. Mrs Webb Mrs Thompson (Clerk)

Minute	AGENDA ITEMS	Action
	<u>Chairman's Welcome and Public Forum</u> – the Chair welcomed those present. Mr Eireann Hassett, TBS Cornwall Planning sent his apologies.	
166/2014	<u>Apologies for Absence</u> – Cllrs. Gilbert and Morgan.	
167/2014	<u>Casual Vacancies</u> – Minute 148/2014 refers. Mr Mark Richards met with Members and was duly co-opted. The Clerk to advise CC.	Clerk
168/2014	<u>Members' Declarations</u> – a. <i>Pecuniary/Registerable Declarations of Interests</i> – none. Cllr. Wade to provide her revised Financial Interests form to the Clerk, for submission to CC. The Clerk to email her a copy. 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.	Clerk
169/2014	<u>Minutes of Meetings</u> – a. <i>Full Council Meeting</i> – 3 rd November 2014, AGREED as a true record.	
170/2014	<u>Outside Bodies/Reports</u> – a. <i>Police</i> – PC Taylor sent his apologies and reported there had been a total of 6 crimes for the Month of November 2014: 3 x burglaries [includes 1 attempt] all to Commercial premises and currently under investigation; 1 x theft and 2 x assault both undetected at present. This is better than last year where for November 2013 we recorded a total of 7 crimes. b. <i>County Council</i> – in the absence of Cllr. Andy Penny there was no report. c. <i>St Minver Highlands Parish Council</i> – a copy of their November Minutes were unavailable to the Meeting. d. <i>Padstow Harbour Commission (PHC)</i> – a copy of their October Minutes were made available to the Meeting. Cllr. Mould spoke about a letter she had received from the PHC who are unhappy with the Ferry Point development. Cllr. Blewett said an extension to the Rock car park is going ahead. Cllr. Gisbourne said part of the sand on Rock Beach is now quick sand and two ladies had become stuck. It was RESOLVED to ask the PHC to erect a warning sign.	Clerk

	<p>e. <i>Chacewater PC Meeting</i> – Minute 160c/2014 refers. Cllr. Gisbourne had attended the meeting held on Monday, 17th November 2014 and reported over 60 parish councils were on board. The main complaints were: (1) CC is officer led; (2) the need to use the Freedom of Information Act to get any information; (3) identifying the appropriate officer; (4) once they reach the appropriate officer they fail to respond; (5) planners don't take any notice of Town/Parish Councils; (6) the handling of the devolution of public WCs. It was AGREED that Members wished to be part of this group and to suggest that two Members are nominated from each parish. Cllr. Rathbone said it was the intention of CC to devolve more and more services to Parish Councils.</p> <p>f. <i>Beach Management Committee / Blue Flag Status</i> – Cllr. Mould advised a meeting is scheduled for tomorrow to deal with the Blue Flag Status. Cllrs. Gisbourne, Mould and Webb to attend. Cllr. Rathbone said existing Dog Control Orders will be the responsibility of CC, under new legislation, and the continuance of all existing Orders is in doubt.</p> <p>g. <i>Community Network</i> – next meeting is scheduled to be held on Thursday, 11th December 2014 at the Egloshayle Pavilions.</p>	<p>Clerk</p> <p>Cllrs. Mould / Webb / Gisbourne</p>
171/2014	<p><u>Planning Applications</u> –</p> <p>a. <i>PA14/08289, 2 Dingles Way, Penmayne, Rock</i> – alterations to relocate the front door and construction of a bathroom. NO OBJECTION.</p> <p>b. <i>PA14/09042, 3 Slipway, Rock Road</i> – introduce large dormer with balcony, replace window to front elevation with door and introduce fire escape platform to rear. NO OBJECTION.</p> <p>c. <i>PA14/09409, Apartment 303 St Moritz Hotel, St Moritz Villas, Trebetherick</i> – improvements to existing terrace including new freestanding sun room and raised height of glazed balustrade to east elevation. NO OBJECTION.</p> <p>d. <i>PA14/09421, Apartment 308 St Moritz Hotel, St Moritz Villas, Trebetherick</i> – improvements to existing terrace including new freestanding sun room and raised height of glazed balustrade to east elevation. NO OBJECTION.</p> <p>e. <i>PA14/10193, Molemans Cottage, West Park, Cant Lane, St Minver</i> – demolition of existing dwelling and erection of new sustainable low energy dwelling. NO OBJECTION.</p> <p>f. <i>PA14/10221, The Snug House, Highcliffe, Polzeath</i> – proposed remodelling of 'The Snug' to include extension, internal layout alterations and changes to external finishes. NO OBJECTION. Cllr. Wade left the meeting at this point.</p> <p>g. <i>PA14/10281, 3 Cricketer's Hollow, Rock</i> – proposed remodelling and extensions. NO OBJECTION.</p> <p>h. <i>PA14/10459, Valley Caravan Park, Polzeath</i> – certificate for lawful development for an existing use to increase the number of touring pitches from 15 to 100. NO OBJECTION. However there was concern about the increase of traffic this would generate and the impact this will have.</p> <p>i. <i>PA14/10467, Sharps Brewery, Cant Lane, St Minver</i> – installation of balance tank and chemical storage tanks to supplement existing on-site treatment plant. NO OBJECTION.</p> <p>j. <i>PA14/10471, Land Adj. to Westcroft, Rock Road, Rock</i> – new two-storey dwelling. OBJECT on the grounds of poor access onto a narrow lane and the visibility splay especially in the summer months when the road has cars parked either side of the access, and there must be an element of overlooking of Westcroft.</p> <p>k. <i>PA14/10859, Silvermead, Green Lane, Rock</i> – works to trees subject to a Tree Preservation Order, namely remove dead and dying wood from 5 Macrocarpa, crown lifting by approx. 4 metres and ivy removing (G27) and fell poor specimen semi-mature sycamore which is crowding Macrocarpa (T28). NO OBJECTION, provided the Tree Officer doesn't have any 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>l. PA14/10901, Round House Farm, Trewiston Lane, St Minver – proposed porch. NO OBJECTION.</p> <p>m. PA14/11062, 4 Forlaze Road, Rock – works to trees subject to a tree preservation order. Pruning of copper beech tree. NO OBJECTION provided the Tree Officer doesn't have any objection.</p>	<p>Clerk</p> <p>Clerk</p>
172/2014	<p><u>Other Planning Matters</u> –</p> <p>a. <i>Neighbourhood Development Plan</i> – Minute 153a/2014 refers. Cllr. Mould reported the NDP had been printed and is being circulated widely for consultation. It is also available online. A number of comments had been received, which had been dealt with by the Steering Group (SG). CC had asked the SG to look further at the Pityme area. Cllr. Mould said a copy of CC's Local Plan would be needed. The Clerk to contact CC.</p> <p>b. <i>Affordable Housing (AH) Leaflets</i> – CC's AH Team had produced a series of bite-size leaflets which cover some of the most commonly asked questions about affordable housing. Titles are:</p> <ol style="list-style-type: none"> i. Understanding your Section 106 agreement ii. Selling your Affordable Home iii. Renting out your Affordable Home iv. Providing your own Affordable Home (including self-build) v. Applying for Affordable Housing. <p>c. <i>Future Planning Applications</i> – a number of implications were identified if CC goes ahead with its proposal to cease providing hardcopies of planning applications in the future, including the need to have broadband access in the Council Chamber, use of a laptop and projector.</p> <p>Cllr. Webb expressed concern about the loss of hardcopies, which are so much easier to view. It was RESOLVED to object to this loss.</p> <p>d. <i>Cornwall Council Homelessness Strategy Review</i> – consultation runs from 27th October 2014 to 16th January 2015. Further details can be found at: http://www.cornwall.gov.uk/housing/housing-options/homelessness-review/</p> <p>e. PA14/09951, 52 Little Trelyn, Rock – erection of 4-bedroom detached house and garage. Minute 152m/2014 refers. Cllr. Mould explained that there had been some confusion over this application and after further discussion, it was RESOLVED to withdraw the previous objections.</p> <p>f. PA14/08905, 11 Hr. Tristram, Polzeath – proposed demolition of existing detached dwelling and erection of replacement dwelling house. Ms Hewitt, CC advised that amended plans had now been received which show that the single storey flat roof element to the side with the balcony above has been removed from the proposal. In view of this it was RESOLVED to withdraw the previous objections.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
173/2014	<p><u>Environmental Matters</u> –</p> <p>a. <i>St Minver Public Conveniences</i> – Minute 154a/2014 refers. Cllr. Mould reported a meeting had yet to be held.</p> <p>b. <i>Blue Flag Status</i> – Minute 154b/2014 refers. Covered by Minute 170f/2014.</p> <p>c. <i>Daymer Bay</i> – Ms Debbie Ebsary, Cormac reported it had been confirmed that Cormac have the funds, via the Coastal Communities Fund to undertake improvements to the steps at Daymer Bay within the next 6 months. It is expected that the new steps will be completed by May 2015. The Clerk to provide information to Mr Chris Elwen.</p>	<p>Clerk</p>
174/2014	<p><u>Highways Matters</u> –</p> <p>a. <i>Crash Barrier, Pinewood, Polzeath</i> – Minute 153b/2014 refers. Members considered the response from CC's Chief Executive (previously circulated). Further discussion deferred to the January meeting.</p>	

	<p>b. <i>Litter Bin Stickers</i> – Minute 155a/2014 refers. The Clerk to request a supply of stickers, to be affixed to the litter bins, confirming dog faeces can be placed in ordinary litter bins from Cormac.</p> <p>c. <i>Overgrown Hedges</i> – Minute 155a/2014 refers. Letters had been sent to the owners of White Gates and Kuyper Cottage requesting that the hedge be cut back. Cllr. Mould will check to confirm this had been done.</p>	<p>Clerk</p> <p>Cllr. Mould</p>																								
175/2014	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Young Children's Play Area</i> – Minute 136a/2014 refers.</p> <p>i. <u>Fortnightly H&S Inspection Reports</u> – no issues.</p> <p>ii. <u>Repairs Identified in the Annual Rospa Safety Report</u> – it was RESOLVED to accept the quotation from Playlines. Additional work had been identified and a further quotation would be requested.</p> <p>iii. <u>Possible New Piece of Play Equipment</u> – in the absence of Cllr. Wade there was no update. In view of the costs of the repairs ([i] above), it might not be possible to progress with this initiative.</p> <p>iv. <u>Repairs to the Water Supply to the Gents</u> – Cllr. Blewett will speak to the plumber and remind the door supplier.</p> <p>b. <i>Soakaway</i> – Mr Herrington had kindly cleared the drain chambers of silt, but reported there is a major blockage under the playing area, approximately seven metres from the drain. Cllr. Richards will speak to a contactor to seek a permanent solution.</p>	<p>Clerk</p> <p>Cllr. Blewett</p> <p>Cllr. Richards</p>																								
176/2014	<p><u>Council Chamber</u> –</p> <p>a. <i>Internet Access</i> – Minute 157a/2014 refers. Cllr. Mould reported she will be meeting Mr John Holman, Tranzit on site shortly.</p>																									
177/2014	<p><u>The Link</u> – the 200th issue of The Link is about to be published and the Committee have a budget of circa £1,000 to “donate something to the community that the whole community would benefit from”. Members are invited to make suggestions, e.g. “park benches and notice boards to welcome signs and flower beds”. Deferred to the Planning meeting.</p>	Clerk																								
178/2014	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule No.2014/15-8 at a total of £2,495.06 was APPROVED for payment.</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>Administration</td> <td>59.05</td> <td></td> <td>59.05</td> </tr> <tr> <td>Trewint Playing Field</td> <td>701.61</td> <td></td> <td>701.61</td> </tr> <tr> <td>Neighbourhood Development Plan</td> <td>1,240.00</td> <td></td> <td>1,240.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td>£2,495.06</td> </tr> </tbody> </table> <p>b. <i>Budget 2015/16</i> – Members considered their budgetary needs for the forthcoming financial year (draft budget previously circulated). It was RESOLVED to increase the price for grass strimming on Trewint up from £40.00 to £45.00, the H&S play inspections up from £10.00 to £12.00 and the WC cleaning up from £8 to £10 per clean w.e.f. 1st April 2015. Some minor changes were made to the budget and it was RESOLVED to accept these changes and to set the precept at £45,150. Clerk to advise CC. Revised budget to be circulated.</p> <p>c. <i>Asset Register</i> – Minute 158b/2014 refers. Cllr. Gisbourne reported he had carried out a check of the insurance documents and will contact the insurance brokers regarding a number of queries.</p> <p>d. <i>Requests for Grants</i> – Members considered the request and it was RESOLVED to make the following donations:</p> <p>i. <u>Cornwall Air Ambulance</u> – £500. The Clerk to advise Highlands.</p>	Item	Price	VAT	Total	Salaries, including NI & tax	494.40		494.40	Administration	59.05		59.05	Trewint Playing Field	701.61		701.61	Neighbourhood Development Plan	1,240.00		1,240.00				£2,495.06	<p>Clerk</p> <p>Clerk</p> <p>Cllr. Gisbourne</p> <p>Clerk</p>
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	ii. <u>Cornwall Blind Association</u> – nil.	
179/2014	<u>Documentation / Correspondence</u> – a. <i>CPRE Magazines</i> – Winter 2014, taken by Cllr. Mould. b. <i>Young People Cornwall</i> – CC propose cutting £950,000 from youth work services. Members declined to meet with a representative from this charity to discuss how they can assist the PC in meeting the needs of young people in the community. c. <i>Clerk Magazine</i> – November 2014, taken by Cllr. Mould.	
180/2014	<u>Diary Dates</u> – a. <i>Full Council Meeting</i> – 5 th January 2015. b. <i>Planning Meeting</i> – 15 th December 2014. Cllr. Gisbourne and the Clerk gave her apologies. The Clerk to ask Cllr. Wade if she could take the Minutes. c. <i>Clerk’s Leave</i> – 26 th December 2014 to 1 st January 2015. d. <i>Newquay Cornwall Airport Masterplan</i> – 30 th November, 1200–1930 and 1 st December 2014, 0600-1900. Newquay Cornwall Airport Terminal. A 2- day public Consultation event which will display the proposals. All materials will also be available online on the Council’s website: www.cornwall.gov.uk/airportmasterplan from the 30 th November 2014.	Clerk
181/2014	<u>Information Only/Future Agenda Items</u> – a. None.	
182/2014	<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.	
183/2014	<u>Tender Process</u> – Minute 163/2014 refers. The hourly rate charged by A1 Tree Surgery & Grounds Maintenance for occasional work is £15 per person. Cllr. Mould said Mr Tonkin should be invited to meet with Members in February / March and to provide him with a large scale PROW map.	Clerk
184/2014	<u>Council Chamber Redecoration</u> – Minute 164/2014 refers. Members considered the quotations to redecorate the Council Chamber and it was RESOLVED to award the contact to Mr Steve Cocks at a cost of £1,084.	Clerk
185/2014	<u>Meeting Closed</u> – 10.05pm.	

Signature: (Cllr. Mrs Carol Mould)
Chairman

Date: 5th January 2015