



St MINVER LOWLANDS PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING

HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHURCH

ON TUESDAY, 5th MAY 2015 @ 7.30 pm

Present: Cllr. Mrs Mould (Chairman) Cllr. Crowdy Cllr. Miss Gilbert
 Cllr. Gisbourne Cllr. Mrs Morgan Cllr. Richards
 Cllr. Mrs Webb County Cllr. Penny 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 Mr Jamie and Mrs Lisa Howarth, regarding a proposal to permit a catering van to operate from the Trewint playing field site. Mrs Howarth explained they have a 16 ft catering van (Munchies Snack Bar) and would like to operate from the car park at the Trewint Playing Field. They envisaged their hours to be Monday and Tuesday day-time and during football matches. They would also like to operate on some evenings, approximately 6-9, 10pm at the latest.</p> <p>They manage their own waste and will remove it from the site.</p> <p>Cllr. Mould had concerns about the smell, particularly when burgers are being cooked. Mr Howarth said the smell would be at a minimum.</p> <p>Mrs Howarth confirmed that no licence is required to operate on private land.</p> <p>Mr Howarth said there are facilities to have exterior lights.</p> <p>Members met with Ms Lydia Johnson, regarding a similar proposal to permit a catering van to operate from the Trewint playing field site. She showed Members her website. She said she would be buying local produce and would be serving 'delicious healthy food', as an alternative to the pasty. Her van is vintage in style. She would like to operate on five days per week, Wednesday-Sunday during the day-time. Ideally, she would like to have benches for diners, but not if Members didn't want this. She would be prepared to pay to operate from the site.</p> <p>Mrs Howarth said they, too, buy their produce locally and would be prepared to pay to operate from the site.</p> <p>Cllr. Mould said it would be undesirable to have two businesses operating at the same time. She feared the reaction of those living locally.</p> <p>Cllr. Morgan said if the smell did prove to be a problem, would they be prepared to offer alternatives. Mrs Howarth confirmed this to be so.</p>	
66/2015	<u>Election of Chairman</u> – it was RESOLVED to elect Cllr. Mould as Chairman for 2015/16.	
67/2015	<u>Election of Vice Chairman</u> – it was RESOLVED to elect Cllr. Webb as Vice Chairman for 2015/16.	
68/2015	<p><u>Acceptance of Office</u> –</p> <p>a. <i>Chairman</i> – Cllr. Mould will sign her Acceptance of Office form at the June Meeting.</p>	

	b. <i>Vice Chairman</i> – Cllr. Webb will sign her Acceptance of Office form at the June Meeting.	
69/2015	<p><u>Council Committees/Appointments to Outside Bodies</u> – it was RESOLVED to make the following appointments for 2015/16:</p> <p>a. <i>Emergency Officer</i> – Cllr. Mould.</p> <p>b. <i>Footpaths Liaison</i> – Cllr. Mould.</p> <p>c. <i>Highways Liaison</i> – Cllr. Wade, with Cllr. Gisbourne as back-up.</p> <p>d. <i>Playing Fields Committee</i> – Cllrs. Gilbert, Morgan, Wade and Webb.</p> <p>e. <i>Community Building Working Party</i> – Cllrs. Gilbert, Gisbourne, Mould, Wade and Webb.</p> <p>f. <i>Police Liaison</i> – Cllr. Gilbert.</p> <p>g. <i>St Minver Cemetery Committee</i> – Cllrs. Gisbourne, Mould and Morgan.</p> <p>h. <i>St Minver Pre-School Liaison</i> – Cllr. Gilbert.</p> <p>i. <i>St Minver Football Club Liaison</i> – Cllr. Wade.</p> <p>j. <i>Tree Officer</i> – it was AGREED there was no need for this post.</p>	
70/2015	<u>Apologies for Absence</u> – Cllrs. Blewett, Rathbone and Wade.	
71/2015	<p><u>Members' Declarations</u> –</p> <p>a. <i>Registerable Declarations of Interests</i> – Cllr. Gilbert in the Munchies Snack Bar (Minute 79d/2015).</p> <p>b. <i>Non-registerable interest</i> – none.</p> <p>c. <i>Declaration of Gifts</i> – none.</p> <p>d. <i>Dispensations</i> – none.</p>	
72/2015	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 20th April 2015, AGREED as a true record.</p>	
73/2015	<p><u>Outside Bodies/Reports</u> –</p> <p>a. <i>Police</i> – PCSO Drennan sent her apologies and a written report. There had been two crimes in April, 1 burglary and 1 theft, both in Rock and both currently undetected.</p> <p>b. <i>County Council</i> – Cllr. Penny asked if Members had any ideas to increase the rate of recycling. The date of CC's Planning Meeting, to consider The Point planning application was not known. He had visited the site of the PA15/02465, Hanger Vor Flats, Polzeath applications. Cllr. Mould wanted to see pre-app consultations undertaken with Parish Councils. Cllr. Penny advised this was not possible at present.</p> <p>c. <i>St Minver Highlands Parish Council</i> – a copy of their April Minutes was unavailable to the Meeting.</p> <p>d. <i>Padstow Harbour Commission (PHC)</i> – a copy of their March Minutes were made available to the Meeting.</p>	
74/2015	<p><u>Planning Applications</u> –</p> <p>a. PA15/01696, <i>Camel Heights, Access to rear of St Moritz Hotel, Trebetherick</i> – proposed garden storage shed at Camel Heights. NO OBJECTION.</p> <p>b. PA15/02566, <i>14 St Moritz Villas, Trebetherick</i> – proposed extension. NO OBJECTION.</p> <p>c. PA15/02733, <i>Hobbyfield, Trenint Hill, Trebetherick</i> – demolition of existing property and replacement with a new two-storey dwelling. NO OBJECTION.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>b. <i>Making of a Public Path Order</i> – it was RESOLVED to support the application for a public path order on land at The Point at Polzeath.</p> <p>c. <i>Grass cutting Contract</i> – the contract with Cormac, worth £1,551.56, had been duly signed and returned.</p>	Clerk
77/2015	<p><u>Highways Matters</u> –</p> <p>a. <i>Crash Barrier, Pinewood, Polzeath</i> – Minute 57a/2015 refers. Mr Tim Attlee, London Cornwall Property Partners (developers) reported he had yet to hear from the Westcountry Housing Association regarding replacing the barrier with a wall.</p> <p>b. <i>Road Traffic Order (RTO)</i> – Minute 39b/2015 refers. Cllr. Mould reported a site meeting had been held with Mr Neil Grigg (Highways). It was RESOLVED to request seasonal, single yellow lines on the Westward Flats side with seasonal lines from Pinewood up to Wentworth Close to continue on the other side of the Close to ensure a visibility splay. On the Oyster Catcher side of the road double yellow lines to the first entrance to Highcliffe, virtually opposite Wentworth Close. The Clerk to advise CC.</p> <p>c. <i>Lengthsman's Scheme</i> – Members considered undertaking, as partners, maintenance works to the margins of the highway corridor (gullies, verges and signage, etc.). The Clerk reported she had been told that CC would only be able to offer a very small sum, so any enhanced maintenance would have to be at the PC's cost. The Clerk to seek clarification on the signage and the position with the volunteer.</p>	Clerk Clerk
78/2015	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Young Children's Play Area</i> – Members received an update on the following:</p> <p>i. <u>Fortnightly H&S Inspection Reports</u> – none were available.</p> <p>ii. <u>RoSPA Annual Report</u> – Members considered the annual safety report and it was RESOLVED to take the recommended action. Copy previously circulated via email. Detailed discussion deferred to the June meeting.</p> <p>iii. <u>Equipment Repairs</u> – the Clerk to ask Cllrs. Gilbert / Wade to check if this has been done.</p> <p>iv. <u>Equipment Staining</u> – see 87/2015 below.</p> <p>b. <i>Repairs to the Water Supply to the Gents</i> – Minute 58b/2015. Deferred to the June meeting. Cllr. Blewett was to speak to the plumber regarding gaining access to the Football Pavilion, to see what damage there is to the pipes in the roof.</p> <p>c. <i>Soakaway</i> – Minute 58c/2015 refers. Members to receive an update regarding a permanent solution to the flooding issues possibly caused by the soakaway. Deferred to the June meeting.</p> <p>d. <i>Trewint Playing Field</i> – Minute 58d/2015 refers. Following their meeting with Mr Jamie Howarth and Ms Lydia Johnson, regarding a proposal to permit a catering van to operate from the site. There were concerns about cooking smells. It was RESOLVED to grant permission to operate between 10am to 6pm but Members did not wish to have any evening operations and there is to be no cooking on site. The Clerk to establish if they are still interested.</p>	Clerk Clerk Clerk
79/2015	<p><u>Council Chamber</u> –</p> <p>a. <i>Internet / Broadband Access</i> – Minute 59a/2015 refers. Cllr. Mould reported the telephone line had been installed.</p> <p>b. <i>Redecoration</i> – Members to decide on a start date. Cllr. Mould to chase.</p>	Cllr. Mould
80/2015	<u>Information Plinth, Polzeath</u> – Minute 60/2015. The Clerk had contacted Mrs	

	Hyland, but no update was available.																					
81/2015	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule 2015/16-2, to a value of £1,062.64 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>505.30</td> <td></td> <td>505.30</td> </tr> <tr> <td>Trewint Field - incl. WCs, play equipment</td> <td>507.00</td> <td>16.60</td> <td>523.60</td> </tr> <tr> <td>Administration</td> <td>33.74</td> <td></td> <td>33.74</td> </tr> <tr> <td colspan="3"></td> <td>£1,062.64</td> </tr> </tbody> </table> <p>b. <i>Budget Monitor</i> – a copy was circulated at the meeting.</p> <p>c. <i>Earmarked Reserves</i> – it was RESOLVED to transfer £500 to the Play Equipment Fund (Minute 160b/2008 refers).</p>	Item	Price	VAT	Total	Salaries, including NI & tax	505.30		505.30	Trewint Field - incl. WCs, play equipment	507.00	16.60	523.60	Administration	33.74		33.74				£1,062.64	
Item	Price	VAT	Total																			
Salaries, including NI & tax	505.30		505.30																			
Trewint Field - incl. WCs, play equipment	507.00	16.60	523.60																			
Administration	33.74		33.74																			
			£1,062.64																			
82/2015	<p><u>Documentation / Correspondence</u> –</p> <p>a. None.</p>																					
83/2015	<p><u>Diary Dates</u> –</p> <p>a. <i>Parish Meeting</i> – 18th May 2015 @ 7pm.</p> <p>b. <i>Planning Meeting</i> – 18th May 2015, following the Parish Meeting.</p> <p>c. <i>CALC Training</i> – the following courses are available. All prices excl. VAT.</p> <p>i. <u>Chairmanship</u> – introduction to basic chairmanship skills, chairing difficult meetings, the use of the casting vote and the role of the Chairman outside of Council Meetings. Attendees will work through a number of case studies. Cost £22.</p> <ul style="list-style-type: none"> • <i>Penwith College, Penzance</i> – 1st June 2015, 7-9pm. • <i>Liskeard Town Council Offices, Liskeard</i> – 7th July 2015, 7-9pm. <p>ii. <u>Freedom of Information and Data Protection</u> – 23rd September 2015, 10am – 3.30pm. Launceston (venue TBC). Cost £37.</p> <p>iii. <u>Forward Planning</u> – designed to help Members look to the future and create a plan over a longer period than the financial year. Cost £22.</p> <ul style="list-style-type: none"> • <i>Penwith College, Penzance</i> – 8th October 2015, 7-9pm. • <i>Liskeard Town Council Offices</i> – 22nd October 2015, 7-9pm. 																					
84/2015	<p><u>Information Only/Future Agenda Items</u> –</p> <p>a. Cllr. Mould reported she had received a 'phone call from the owner of Quay Cottage, regarding the slip with the chain saying 'private property'. It was AGREED to contact the Sailing Club requesting they move the chain to a situation which would clarify the situation.</p>	Cllr. Mould / Clerk																				
85/2015	<p><u>Closed Session</u> – in view of the special/confidential nature of the business about to be transacted, it was RESOLVED that it is advisable in the public interest that the press and public be temporarily excluded and they were instructed to withdraw.</p>																					
86/2015	<p><u>Preservative</u> – it was RESOLVED to accept the quotation to apply redwood timber preservative to all the wooden play equipment at a cost of £590.</p>	Clerk																				
87/2015	<p><u>Meeting Closed</u> – 21.38pm.</p>																					

Signature: (Cllr. Mrs Carol Mould)
Chairman

Date: 1st June 2015