



St MINVER LOWLANDS PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING

HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHURCH

ON MONDAY, 1st JUNE 2015 @ 7.30 pm

Present: Cllr. Mrs Mould (Chairman) Cllr. Blewett Cllr. Crowdy
 Cllr. Miss Gilbert Cllr. Gisbourne Cllr. Mrs Morgan
 Cllr. Rathbone Cllr. Richards Cllr. Ms Wade
 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>Mr and Mrs Cox addressed Members regarding their plans for Tzitzikama, Rock, which will be considered at the June Planning meeting. They wish to create four individual dwellings in place of the existing B&B business. Members felt the application should include a 'change of use' from a business to private use. Mrs Cox said there are at least two parking spaces per 5-bedroom property. Cllr. Mould said the loss of the B&B would be a blow to the village. Mr Cox said it was not viable to carry on the business as it is.</p>	
89/2015	<u>Apologies for Absence</u> – none. County Cllr. Penny was not present.	
90/2015	<p><u>Members' Declarations</u> –</p> <p>a. <i>Registerable Declarations of Interests</i> – none.</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>	
91/2015	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 5th May 2015, AGREED as a true record.</p> <p>b. <i>Planning Meeting</i> – 18th May 2015, AGREED as a true record.</p>	
92/2015	<p><u>Outside Bodies/Reports</u> –</p> <p>a. <i>Police</i> – in the absence of PCSO Drennan there was no report. Members completed the consultation form to establish the current level of engagement the Police have with the Parish Council. The Clerk to submit.</p> <p>b. <i>County Council</i> – in the absence of Cllr. Penny there was no report.</p> <p>c. <i>St Minver Highlands Parish Council</i> – a copy of their April Minutes were made available to the Meeting.</p> <p>d. <i>Padstow Harbour Commission (PHC)</i> – a copy of their April Minutes were made available to the Meeting. The planned extension to the car park would entail re-routing a public footpath.</p> <p>e. <i>Wadebridge and Padstow Community Network Panel Meeting</i> – scheduled for 11th June 2015. It was AGREED Cllrs. Gisbourne and Mould would represent the Council. The Clerk to advise Ms Anna Druce.</p>	<p>Clerk</p> <p>Clerk</p>

93/2015	<p><u>Planning Applications</u> –</p> <p>a. PA15/03599, Tradewinds, Dunders Hill, Polzeath – alterations to existing bedroom to increase head room with proposed external balcony / car port. NO OBJECTION.</p> <p>b. PA15/04095, Trewint House, Trewiston Lane, St Minver – outline application for the erection of a single dwelling in detached garden with all matters reserved. OBJECT on the grounds there is no indication on the plans of the access to the site, which could be a problem at this narrow section of the road and the site is outside of the development boundary, which the NDP shows residents wish to be re-instated.</p> <p>c. PA15/04369, 5 Forlaze Road, Rock – proposed roof extension with the inclusion of two dormer windows and balcony on the west elevation. Garage/boat extension and associated works. NO OBJECTION but Members wish to see a condition that the garage extension does not become a separate dwelling.</p> <p>d. PA15/04388, Isabella, Cant Farm, St Minver – proposed single storey porch extension, first floor dormer extension and alterations to external openings. NO OBJECTION.</p> <p>e. PA15/04431, Ferry Point, Rock Road, Rock – proposed redesign of scheme based on footprint and floorplans as previously approved under reference number PA14/07216 dated 25th September 2014. The Parish Council is not consulted on this type of application.</p> <p>f. PA15/04441, Undertown, Daymer Lane, Trebetherick – garage extension to provide a self-contained annexe. NO OBJECTION.</p> <p>g. PA15/04442, Undertown, Daymer Lane, Trebetherick – listed building consent for garage extension to provide a self-contained annexe. NO OBJECTION.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
94/2015	<p><u>Other Planning Matters</u> –</p> <p>a. Neighbourhood Development Plan – Cllr. Mould reported the NDP is with CC, but there is still a problem regarding the Strategic Environment Assessment. She will keep Members informed.</p>	<p>Cllr. Mould</p>
95/2015	<p><u>Environmental Matters</u> –</p> <p>a. Beach Management Committee – Minute 77a/2015 refers.</p> <p>i. <u>Open Meeting</u> – on hold. Cllr. Gisbourne reported Polzeath had been awarded Blue Flag status for 2015.</p> <p>ii. <u>St Minver Public WCs</u> – Members considered the additional information provided by Mr Jon James, CC, previously circulated via email. Cllr. Gisbourne reminded Members it had been agreed to wait until the end of the tender process to see if anyone comes forward to manage the WCs. It was clarified that the PC can take over the toilets at any time.</p> <p>Minutes of the meeting with Mr Jon James, CC held on 30th April 2015, had previously been circulated via email.</p> <p>b. Footpath Signage – Minute 82a/2015 refers. The Sailing Club is understood to be reluctant to move the chain (near Quay Cottage) to a situation which would clarify the route. No further action.</p> <p>c. Rock Oyster Festival – Minute PL27b/2015 refers. Cllr. Gisbourne reported the licence application includes an increase of 10 decibels in permitted sound levels. Admin. Officer: Ms Linda Edmunds. The Operating Schedule had been circulated previously via email. It was RESOLVED to object to Environmental Health regarding the variation in the licence, in particular the increase in permitted sound levels and increased operating hours. Members point out the original conditions was agreed three years ago between all interested persons and they did not wish to see this change.</p>	<p>Clerk</p>

	<p>d. <i>Review of the Cornwall AONB Management Plan</i> – details previously circulated via email. Closing date for comments is 31st July 2015.</p> <p>e. <i>Daymer Bay Steps</i> – Ms Debbie Ebsary, Cormac advised that they have just received confirmation of available funds via the Coastal Communities Fund. They are in the process of clarifying the price with the contractor.</p>	
96/2015	<p><u>Highways Matters</u> –</p> <p>a. <i>Road Traffic Order (RTO)</i> – Minute PL26/2015 refers. Cllr. Mould reported she had hand-delivered the consultation letters to nearby properties. It was AGREED to defer this to the June Planning meeting, to allow residents to respond to the questionnaire seeking views on this proposal.</p> <p>Noted the request is for 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.</p> <p>b. <i>Lengthsman's Scheme</i> – Minute 78c/2015 refers. At the May meeting, the Clerk was tasked to seek clarification on the signage and the position with the volunteer. In response, Ms Rachael Tatlow, Highways, advised that issues with taking on further highway maintenance works such as maintenance of gullies and signs becomes 'more risky', and will need to be carried out by a competent person with the relevant insurances, qualifications and training to undertake work on the highway. No further action.</p>	Clerk
97/2015	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Young Children's Play Area</i> – Members received an update on the following</p> <ol style="list-style-type: none"> i. <u>Equipment Repairs</u> – the Clerk advised that the suppliers will be on site during w/c 10th June 2015 to carry out the repairs. ii. <u>RoSPA Annual Report</u> – Minute 79a[iii]/2015 refers. It was AGREED to carry out the additional repairs: <ul style="list-style-type: none"> • <u>Multiply Junior</u> – rope end has pulled out of T-fitting. The Clerk to request Playline Designs to carry out this repair when on site. iii. <u>Fortnightly H&S Inspection Reports</u> – no problems had been identified. <p>b. <i>Repairs to the Water Supply to the Gents</i> – Minute 79b/2015. Discussion with the plumber regarding gaining access to the Football Pavilion, to see what damage there is to the pipes in the roof, is ongoing. Work is needed is to re-plumb toilets, replace cylinder, etc. Further quotations to be obtained</p> <p>c. <i>Soakaway</i> – Minute 79c/2015 refers. Cllr. Richards said he had spoken to a builder, who suggested looking at this again in the autumn, to find a permanent solution to the flooding issues possibly caused by the soakaway. Deferred to September 2015.</p> <p>d. <i>Trewint Playing Field</i> – Minute PL24/2015 refers. Lydia's Kitchen had raised a couple of queries and these were clarified.</p> <ul style="list-style-type: none"> • Members agreed to the use of a Bain Marie (this keeps food warm), a soup warmer, a sandwich press to toast sandwiches, tea/coffee machine or urn. Members emphasised there must be no foods that smell. • Members did not wish their water supply and mains to be used. 	<p>Clerk</p> <p>Cllr. Blewett Cllr. Mould</p> <p>Clerk</p>
98/2015	<p><u>Council Chamber</u> –</p> <p>a. <i>Internet / Broadband Access</i> – Minute 80a/2015 refers. Cllr. Mould reported the 'phone line is working and we are now waiting for the broadband to be installed.</p> <p>b. <i>Redecoration</i> – Minute 80a/2015 refers. Cllr. Mould will speak to the contractor, regarding a start date. Damp is a continuing problem.</p>	Cllr. Mould

99/2015	<u>Information Plinth, Polzeath</u> – Minute 81/2015. The Clerk had contacted Mrs Hyland, but no update was available.																									
100/2015	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule 2015/16-3 to a value of £2,655.45 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>0.00</td> <td>505.30</td> </tr> <tr> <td>Trewint Field - incl. WCs, play equipment</td> <td>1,594.15</td> <td>156.00</td> <td>1,750.15</td> </tr> <tr> <td>Administration</td> <td>250.00</td> <td>50.00</td> <td>300.00</td> </tr> <tr> <td>Public Bench repairs</td> <td>100.00</td> <td></td> <td>100.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td>£2,655.45</td> </tr> </tbody> </table> <p>b. <i>St Minver Football Club</i> – Minute PL27c/2015 refers. Members considered possible improvements to the pavilion and pitch, should St Minver Football Club be promoted to the East Cornwall League. Cllr. Mould had spoken to Mr Roy Birchwood who had agreed to bring further details to a future meeting.</p> <p>It was RESOLVED Cllrs. Blewett and Morgan will carry out an inspection of the premise. The Clerk to then arrange a meeting between Members and the Football Club Committee.</p>	Item	Price	VAT	Total	Salaries, including NI & tax	505.30	0.00	505.30	Trewint Field - incl. WCs, play equipment	1,594.15	156.00	1,750.15	Administration	250.00	50.00	300.00	Public Bench repairs	100.00		100.00				£2,655.45	Cllrs. Morgan / Blewett / Clerk
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101/2015	<p><u>Documentation / Correspondence</u> –</p> <p>a. <i>Clerks & Councils Direct</i> – May 2015.</p> <p>b. <i>Peninsula News</i> – Spring 2015.</p> <p>c. <i>Rock Post Office</i> – Members considered a letter from the Post Office regarding proposed changes to the Post Office in Rock. Deadline for comments is 26th June 2015. The Clerk to thank the PO for the consultation and indicate Members are happy with the changes.</p>	Clerk																								
102/2015	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meeting</i> – 6th July 2015.</p> <p>b. <i>Planning Meeting</i> – 15th June 2015.</p> <p>c. <i>August Meeting</i> – there will be no meeting in August, except that the Chairman and Clerk can convene one if necessary.</p>																									
103/2015	<p><u>Information Only/Future Agenda Items</u> –</p> <p>a. None.</p>																									
104/2015	<u>Meeting Closed</u> – 21.21pm.																									

Signature: (Cllr. Mrs Carol Mould)
Chairman

Date: 6th July 2015