



St MINVER LOWLANDS PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING

HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHURCH

ON MONDAY, 7th SEPTEMBER 2015 @ 6.45 pm

Present: Cllr. Mrs Mould (Chairman) Cllr. Blewett Cllr. Crowdy
 Cllr. Miss Gilbert Cllr. Gisbourne Cllr. Mrs Morgan
 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. Cllrs. Bartlett and Harris (Highlands' Members) were present. Mrs Hyland, (Highlands) sent her apologies.</p> <p>Members met with County Cllr. Joyce Duffin and Mr Jon James, CC regarding the future of Polzeath and New Polzeath WCs.</p> <p>Mr James explained there had been no valid tender for the Polzeath WCs.</p> <p>Cllr. Harris said Highlands are prepared to take on New Polzeath WCs.</p> <p>Mr James provided some running cost figures, which were approximately £10K for Polzeath, £18K for Daymer Bay and £10K for New Polzeath. He will supply a copy to both Clerks. Business rates apply to New Polzeath but not Polzeath. It was thought this was because New Polzeath is sited within the car park and, therefore, viewed as part of a business. Members felt unable to finance the Daymer Bay WCs through the precept, as it is too costly.</p> <p>Mr James was asked if it was possible to add a 50p surcharge to the car parking fee to go towards the WCs. It might be for New Polzeath but not Polzeath because it is not sited in the actual car park. He will take this forward.</p> <p>Mr James advised CC's capital money had all been spent. He explained that the Pay As You Go (PAYG) doors would need regular maintenance. The doors can be adjusted so that different charges can be made, e.g. more in the summer and free in the winter.</p> <p>Cllr. Mould said the NDP responses had indicated a willingness to pay more on the council tax to keep the WCs open.</p> <p>Mr James said the next step, supposing Members wished to progress with acquisition of Polzeath and New Polzeath, was for him to notify CC's legal department and the PCs to instruct their solicitor. CC will pay £500 of the PCs' legal costs. Mr James said Daymer Bay WCs would be decommissioned if no-one came forward to take them on.</p> <p>Mr James said it would be possible to take the savings from closing Daymer Bay towards keeping Polzeath open during the winter months.</p>	<p>Mr James</p> <p>Mr James</p>
121/2015	<u>Apologies for Absence</u> – Cllr. Richards (business commitment). Cllr. Rathbone was not present.	
122/2015	<p><u>Members' Declarations</u> –</p> <p>a. <i>Registerable Declarations of Interests</i> – none.</p> <p>Cllr. Richards to provide the Clerk with his Financial Interests form.</p>	Cllr. Richards

	<ul style="list-style-type: none"> b. <i>Non-registerable interest</i> – none. c. <i>Declaration of Gifts</i> – none. d. <i>Dispensations</i> – none. 	
123/2015	<u>Casual Vacancy</u> – Members received the resignation of Cllr. Wade and declared the resulting casual vacancy. The Clerk to advise CC.	Clerk
124/2015	<u>Minutes of Meetings</u> – <ul style="list-style-type: none"> a. <i>Full Council Meeting</i> – 6th July 2015, AGREED as a true record. b. <i>Planning Meeting</i> – 21st July 2015, AGREED as a true record. c. <i>Planning Meeting</i> – 17th August 2015, AGREED as a true record. 	
125/2015	<u>Outside Bodies/Reports</u> – <ul style="list-style-type: none"> a. <i>Police</i> – PCSO Drennan spoke to her written report (copy on file). There had been three crimes reported in the past month, the same number as the previous year. Cllr. Miss Gilbert arrived at this point. PCSO Drennan said that the PCSOs had been instructed to withdraw from attending PC meetings and concentrate on attending the Neighbourhood Network meetings, but she will continue to attend when possible. b. <i>County Council</i> – Cllr. Penny referred to the problem Members had attending CC’s planning meeting to speak against the Lowenva application. This being due to a clash with an NDP event. Cllr. Mould will write an extra submission for the meeting to consider. c. <i>St Minver Highlands Parish Council</i> – a copy of their July and August Minutes were made available to the Meeting. d. <i>Padstow Harbour Commission (PHC)</i> – a copy of their July Minutes were made available to the Meeting. Cllr. Blewett reported he had spoken to Padstow Harbour Master, regarding the footpath to accommodate the extended Rock car park. e. <i>Wadebridge and Padstow CNP</i> – meeting scheduled for 10th September at 6.30pm at the Egloshayle Pavilions. Topics for discussion include: Affordable Housing and Section 106. Cllr. Mould to give Cllr. Gisbourne’s apologies. 	<p>PCSO</p> <p>Cllr. Mould</p> <p>Cllr. Mould</p>
126/2015	<u>Planning Applications</u> – <ul style="list-style-type: none"> a. <i>PA15/06914, Trehaven, Rock Road, Rock</i> – minor internal alterations to ground floor flat and new staircase to serve first floor extension forming two bedrooms, bathroom and en-suite shower room and linking into existing bedroom 2. NO OBJECTION. 	Clerk
127/2015	<u>Other Planning Matters</u> – <ul style="list-style-type: none"> a. <i>Neighbourhood Development Plan</i> – Cllr. Mould reported Land Use Commodities, who will carry out the SEA, will be in the parish next Monday to meet with Messrs. Keith Snelling & Alex Roads and herself. It is hoped this will mean the SEA and NDP consultation can be held together shortly. She reported this would cost approx. £9K and CC had promised a grant of £4,500 towards the cost. b. <i>PA14/09762, Land North of Trewint Lake, Trewint Lane, Rock</i> – erection of 3 dwellings. This application, which Members objected to and CC refused, is to go to appeal. Cllr. Mould will make further comments i.r.o. the NDP. The Clerk to then submit it to the Planning Portal at http://www.planningportal.gov.uk/pcs. 	Cllr. Mould / Clerk

128/2015	<p><u>Environmental Matters</u> –</p> <p>a. <i>Community Emergency Plan</i> – Minute 111b/2015 refers. Members declined to undertake an Emergency Plan at this time. Noted grants are available via www.Cornwall.gov.uk/emergencyplans.</p> <p>b. <i>Street Trading Review</i> – deadline for consultation is 10th November 2015. Cllr. Mould said the document excluded pedlars, but she felt they were the fundamental problem. It was RESOLVED the Clerk should submit Members’ response as agreed at the meeting.</p> <p>c. <i>Polzeath WCs</i> – following the meeting with County Cllr. Joyce Duffin and Mr Jon James, CC Members RESOLVED to purchase Polzeath WCs. It was further RESOLVED to set up a Lowlands’ Working Party (WP) to take this forward. It was anticipated Highlands would do the same. Cllrs. Gisbourne, Morgan, Mould and Webb were appointed to the WP.</p> <p>d. <i>Proposed Diversion of Public Footpath</i> – preliminary consultation i.r.o. diverting the path on land at Quarry Car Park, Rock. Members had no objection to the proposal.</p>	Clerk Clerk WP Clerk																								
129/2015	<p><u>Highways Matters</u> –</p> <p>a. <i>Road Traffic Order (RTO)</i> – Minute 112a/2015 refers. It was RESOLVED the timings of the parking restriction should be no waiting 9am – 6pm 1st March – 31st October.</p> <p>b. <i>Finger Posts</i> – Mr Meneer had been asked to action.</p> <p>c. <i>Cocklawelva Road Sign</i> – the builder who had damaged the sign and wall wished to replace the sign with ‘like with like’. The Clerk to advise CC.</p>	Clerk Information Clerk																								
130/2015	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Young Children’s Play Area</i> – Members considered:</p> <p>i. <u>Fortnightly H&S Inspection Reports</u> – no issues had been identified.</p> <p>ii. <u>Pavilion Repairs</u> – a quotation had been obtained. Deferred to September Planning Meeting.</p>	Clerk																								
131/2015	<p><u>Council Chamber</u> –</p> <p>a. <i>Redecoration</i> – Minute 114b/2015 refers. The redecoration had been completed.</p> <p>b. <i>Cleaning</i> – Minute 137b/2014 refers. This had previously been on hold pending completion of redecoration. Deferred to November.</p>																									
132/2015	<p><u>Information Plinth, Polzeath</u> – Minute 115/2015. The Clerk had requested an update from Mrs Hyland, but had not received a reply.</p>																									
133/2015	<p><u>Financial Matters</u> –</p> <p>a. <i>Insurance</i> – it was RESOLVED to enter into a long-term agreement at the reduced cost of £952.71.</p> <p>b. <i>Accounts for Payment</i> – Schedule 2015/16-6, to a value of £5,622.64 was APPROVED for payment.</p> <table border="1" data-bbox="327 1771 1289 1955"> <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>631.62</td> <td></td> <td>631.62</td> </tr> <tr> <td>Trewint Field - incl. WCs, play equipment</td> <td>549.87</td> <td></td> <td>549.87</td> </tr> <tr> <td>Administration, including insurance</td> <td>986.75</td> <td>4.40</td> <td>991.15</td> </tr> <tr> <td>St Minver Cemetery Committee - precept</td> <td>3,450.00</td> <td></td> <td>3,450.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td>£5,622.64</td> </tr> </tbody> </table> <p>c. <i>Budget Monitor</i> – a copy will be circulated at the next meeting.</p> <p>d. <i>External Audit</i> – the Auditor had passed the 2014/15 accounts.</p>	Item	Price	VAT	Total	Salaries, including NI & tax	631.62		631.62	Trewint Field - incl. WCs, play equipment	549.87		549.87	Administration, including insurance	986.75	4.40	991.15	St Minver Cemetery Committee - precept	3,450.00		3,450.00				£5,622.64	Clerk Clerk
Item	Price	VAT	Total																							
Salaries, including NI & tax	631.62		631.62																							
Trewint Field - incl. WCs, play equipment	549.87		549.87																							
Administration, including insurance	986.75	4.40	991.15																							
St Minver Cemetery Committee - precept	3,450.00		3,450.00																							
			£5,622.64																							

134/2015	<u>Administrative Matters</u> – a. <i>Quality Status</i> – Members declined to renew their QS status. b. <i>Automatic Pension Enrolment</i> – this is a new statutory requirement. The Clerk indicated she will not be availing herself of the opportunity. Noted if a future Clerk opts in, the cost to the PC will be approx. £128. Members may need to select a scheme. If this is the case, then the government option to be used.	Clerk
135/2015	<u>Documentation / Correspondence</u> – a. <i>Countryside Voice</i> – CPRE magazine, Summer 2015. b. <i>Peninsula News</i> – NHS magazine, Summer 2015. c. <i>Clerks & Councils Direct</i> – September 2015. Taken by Cllr. Mould.	
136/2015	<u>Diary Dates</u> – a. <i>Full Council Meeting</i> – 5 th October 2015. b. <i>Planning Meeting</i> – 21 st September 2015. c. <i>Town and Parish Council with Voluntary Sector Summit</i> – Wednesday, 30 th September 2015. New County Hall Council Chamber. d. <i>Cornwall Expo 2015</i> – Newquay Airport, 29 th September 2015 – 30 th September 2015.	
137/2015	<u>Information Only/Future Agenda Items</u> – a. None.	
138/2015	<u>Meeting Closed</u> – 20.20pm.	

Signature: (Cllr. Mrs Carol Mould)
Chairman

Date: 5th October 2015