



St MINVER LOWLANDS PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING
HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHURCH
ON MONDAY, 5th OCTOBER 2015 @ 7.30pm

Present: Cllr. Mrs Mould (Chairman) Cllr. Blewett Cllr. Crowdy
 Cllr. Miss Gilbert Cllr. Gisbourne Cllr. Mrs Morgan
 Cllr. Richards Cllr. Mrs Webb Mrs Thompson (Clerk)

Minute	AGENDA ITEMS	Action
	<p><u>Chairman's Welcome and Public Forum</u> – the Chair welcomed those present.</p> <p>Mrs Buse reported she had started a petition to have the speed restriction on Keiro Lane reduced to 40mph. There had been an accident there recently.</p> <p>The Clerk will advise Mrs Buse of an appropriate contact to hand the petition to. She will also request PCSO Drennan to provide details of previous accidents on the Lane.</p>	Clerk
139/2015	<u>Apologies for Absence</u> – Cllr. Rathbone and County Cllr. Penny (meeting clash).	
140/2015	<p><u>Members' Declarations</u> –</p> <p>a. <i>Registerable Declarations of Interests</i> – none. Cllr. Richards provided the Clerk with his Financial Interests form.</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>	Clerk
141/2015	<u>Casual Vacancy</u> – no election had been called and Members were now free to co-opt. The Clerk to provide Cllr. Mould with posters for the notice boards.	Clerk
142/2015	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 7th September 2015, AGREED as a true record.</p> <p>b. <i>Planning Meeting</i> – 21st September 2015, AGREED as a true record.</p> <p>c. <i>Polzeath WC Working Party Meeting</i> – 21st September 2015, AGREED as a true record.</p>	
143/2015	<p><u>Outside Bodies / Reports</u> –</p> <p>a. <i>Police</i> – PCSO Drennan sent her apologies and a written report (copy on file). She said that the Acting Chief Constable had announced that if Devon & Cornwall Police get a further 40% budget cut, there will no longer be any Neighbourhood Teams. It was RESOLVED to write to Mr Scott Mann, MP voicing Members' concerns.</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 September Minutes were unavailable to the Meeting.</p>	Clerk

	<p>d. <i>Padstow Harbour Commission (PHC)</i> – a copy of their August Minutes were made available to the Meeting.</p> <p>e. <i>Wadebridge and Padstow CNP</i> – Cllr. Mould had attended the meeting held on 10th September and reported the people from AONB had not turned up. There was a general discussion on s.106 monies. She had argued that there should be a greater role for Parish Councils in the s.106 process.</p>	
144/2015	<p><u>Other Planning Matters</u> –</p> <p>a. <i>CC Planning Conferences, 2015</i> – Members were invited to nominate training topics to be included.</p> <ul style="list-style-type: none"> • 15th October 2015, 4-8pm, Heartlands, Pool. • 28th October 2015, 4-8pm, The Pavilions, Royal Cornwall Showground, Wadebridge. • 23rd November 2015, 4-8pm, Callington Town Hall. <p>b. <i>Neighbourhood Development Plan</i> – Cllr. Mould reported LUC had visited the 20 development sites and all the AONB sites. A draft report had subsequently been received. It is still hoped to go out for consultation in January.</p> <p>The Duchy of Cornwall had written to offer to meet to ‘discuss any issues or opportunities’ i.r.o. Duchy-owned land. The letter was given to Cllr. Mould.</p> <p>c. <i>Paperless Planning</i> – Members considered the equipment they need to operate this new system and the logistics of making it work [re-organisation of the Council Chamber, trialling the new system, etc.]. Members thought that the best way would be to download planning applications during the day and display them using a projector and screen. Members agreed it would be appropriate to reimburse the Clerk if this results in additional work.</p>	
145/2015	<p><u>Environmental Matters</u> –</p> <p>a. <i>Polzeath WC Working Party</i> – CC had reconsidered its proposal to lease rather than sell the toilets and to exclude the store from the package. It was RESOLVED to authorise Cllr. Mould to speak to Mr Ian Chisholm (solicitor) to assist in the process.</p> <p>It was further RESOLVED to write to Messrs Jon James and John Richomme to advise that Members do not consider the restrictive overage clause to be acceptable and they are only prepared to proceed if the store is included in the freehold and made available for the PC’s use. Members wished to point out that these matters had never been mentioned in any previous discussions. Members wish to have the same deal as agreed for the New Road WCs, Port Isaac, i.e. freehold and unfettered.</p> <p>Noted a copy of a letter, written to the Prime Minister, by Mr Scott Mann MP had been received. In it he urged the PM to remove the payment of business rates on public WCs. It was RESOLVED to support this initiative.</p> <p>b. <i>Waste Incentive Neighbourhood Scheme</i> – Members declined to enter into a trial for this new scheme. Clerk to advise CC.</p> <p>c. <i>Trewint Lane Verge</i> – the damaged verge, caused by the Port Isaac to Wadebridge bus, has been reported to FirstWestern. It was RESOLVED to ask Mr Mark Meneer to deal with this.</p>	<p>Cllr. Mould</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
146/2015	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Children’s Play Area</i> –</p> <ul style="list-style-type: none"> i. <u>Fortnightly H&S Inspection Reports</u> – no issues had been identified. <p>b. <i>Pavilion Repairs</i> – Minute PL66/2015 refers. See also 154/2015 below. Cllr. Blewett had met with Mr Birchwood on site and the building work would include knocking a door way through and putting up water-proof boarding. Cllr. Blewett will pursue two more quotations and speak to Mr Meneer.</p>	<p>Cllr. Blewett</p>

	c. <i>Soakaway</i> – Minute 97c/2015 refers. No further action on this until the bad weather.	Cllr. Richards																																
147/2015	<u>Information Plinth, Polzeath</u> – Minute 132/2015 refers. The Clerk reported she had twice asked for the paperwork from Mrs Hyland, but to date this had not been received. Cllr. Gisbourne will raise the matter at Highlands meeting.	Cllr. Gisbourne																																
148/2015	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule 2015/16-7 to a value of £1,620.19 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>464.00</td> <td></td> <td>464.00</td> </tr> <tr> <td>Administration, including insurance</td> <td>40.74</td> <td></td> <td>40.74</td> </tr> <tr> <td>St Minver Methodist Church - rent</td> <td>300.00</td> <td></td> <td>300.00</td> </tr> <tr> <td>NDP expenses</td> <td>70.15</td> <td></td> <td>70.15</td> </tr> <tr> <td>Grass verge cutting</td> <td>200.00</td> <td>40.00</td> <td>240.00</td> </tr> <tr> <td colspan="3"></td> <td>£1,620.19</td> </tr> </tbody> </table> <p>b. <i>Budget Monitor</i> – a copy was unavailable at the meeting.</p> <p>c. <i>Cruse Bereavement Care</i> – Members declined to make a donation.</p>	Item	Price	VAT	Total	Salaries, including NI & tax	505.30		505.30	Trewint Field - incl. WCs, play equipment	464.00		464.00	Administration, including insurance	40.74		40.74	St Minver Methodist Church - rent	300.00		300.00	NDP expenses	70.15		70.15	Grass verge cutting	200.00	40.00	240.00				£1,620.19	
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149/2015	<p><u>Administrative Matters</u> –</p> <p>a. <i>Risk Assessment</i> – Council considered the revised financial and H&S risk assessments and it was AGREED they did not need amending.</p>																																	
150/2015	<p><u>Documentation / Correspondence</u> –</p> <p>a. <i>Rock Post Office</i> – the new look PO is scheduled to open at the current location on Friday, 16th October 2015 at 13.00. To facilitate the refurbishment the branch will close from Thursday, 8th October at 17.30pm.</p> <p>b. <i>The Clerk</i> – September 2015 was taken by Cllr. Mould.</p> <p>c. <i>Road Closure</i> – Cant Lane, St Minver will be closed 2nd to 6th November for works by SW Water.</p> <p>d. <i>Trefressa</i> – Cllr. Gilbert had reported issues with the drainage, which had since been sorted.</p> <p>e. <i>An Kerynk, Rock Road</i> – an overgrown hedge to be reported to Highways.</p> <p>f. <i>Yellow Lines</i> – Ms Sally Allen, Cormac had emailed and it seems that some of the required lines should already be in situ. It was RESOLVED to accept the quotation of £1,464 for the additional lines. Clerk to advise Cormac.</p>	Clerk Clerk																																
151/2015	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meeting</i> – 2nd November 2015.</p> <p>b. <i>Planning Meeting</i> – 19th October 2015.</p> <p>c. <i>Polzeath WC Working Party Meeting</i> – 19th October 2015 @ 6.45pm.</p> <p>d. <i>Clerk's Leave</i> – 26th – 30th October 2015.</p>																																	
152/2015	<u>Information Only/Future Agenda Items</u> – none.																																	
153/2015	<u>Closed Session</u> – the closed session was not required.																																	
154/2015	<u>Meeting Closed</u> – 20.35pm.																																	

Signature: (Cllr. Mrs Carol Mould)
Chairman

Date: 9th November 2015