



St MINVER LOWLANDS PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING
HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHURCH
ON MONDAY, 18th APRIL 2016 @ 7.30pm

Present: Cllr. Mrs Mould (Chairman) Cllr. Blewett Cllr. Crowdy
 Cllr. Davis 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 Chairman welcomed those present, with a particularly warm welcome to the members of the public.</p> <p>Ms Lisa Solley, Situ 8 spoke against planning application (PA16/02083). Minute 56c/2016 refers. She was present representing neighbours who objected to the plans. The application refers to dwelling(s) but the second property is referred to as an annexe / garden house. Ms Solley disagreed with the principle of the development, it would set a precedent. Similar applications had been refused in the past. The garden house would overlook the neighbour's amenity area and be at the same level. To get the two dwellings level would mean a change of land levels and could mean a large retaining wall would be needed. The plans have the appearance of taking up the whole plot. Her clients are concerned about the lack of information regarding potential land stabilisation. There was also concern about the trees. Ms Solley referred to the several other objections, available to view on CC's website.</p> <p>Mr Graham Smith, Cornish Guardian was present, regarding Minute 56c/2016.</p>	
51/2016	<u>Apologies for Absence</u> – none.	
52/2016	<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> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds.</p> <p>d. <i>Dispensations</i> – none.</p>	
53/2016	<u>Casual Vacancy</u> – Members received the resignation of Cllr. Rathbone, due to ill health and declared the resulting vacancy. The Clerk to advise CC and to write to Mr Rathbone to thank him for all his work for the Parish Council.	Clerk
54/2016	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 7th March 2016, AGREED as a true record.</p> <p>b. <i>Planning Meeting</i> – 21st March 2016, AGREED as a true record.</p> <p>c. <i>Polzeath WC Working Party</i> – 21st March 2016, AGREED as a true record.</p>	
55/2016	<p><u>Outside Bodies / Reports</u> –</p> <p>a. <i>Police</i> – PCSO Drennan reported that for the month of March 2016 no crimes were reported to the Police.</p>	

	<p>Theft of heating oil had started to become a problem again. She reminded everyone to report any suspicious activity/persons/vehicles at the time they are seen either via 999 or 101. If it is believed a crime might be being committed then don't hesitate to call the Police on 999 immediately.</p> <p>b. <i>County Council</i> – Cllr. Penny reported he is pursuing reinstatement of the yellow lines at Daymer Bay. He said he had £2,000 in his Members' 'pot'. He is optimistic about the future of the public WCs at Daymer Bay.</p> <p>c. <i>St Minver Highlands Parish Council</i> – a copy of their March Minutes were made available to the Meeting.</p> <p>d. <i>Padstow Harbour Commission (PHC)</i> – a copy of their February Minutes were made available to the Meeting.</p> <p>e. <i>Wadebridge Library / One Stop Shop</i> – Cllr. Gisbourne had attended the meeting held on 17th March 2016. He reported there hadn't been much interest, from those attending, in making an annual grant towards the running costs of the Wadebridge Library and One-Stop Shop. It is a case of maintaining a watching brief. The Clerk to advise Ms Anna Druce, CC.</p>	Clerk
56/2016	<p><u>Planning Applications</u> –</p> <p>a. <i>PA16/00900, St Moritz Hotel (Access to Rear of)</i> – extension to existing restaurant and replacement of existing indoor swimming pool with purpose built spa building adjoined to existing leisure building. NO OBJECTION.</p> <p>b. <i>PA16/02012, Land Ad. to Pen-Y-Bryn, Trebetherick</i> – proposed new dwelling. OBJECT on the grounds it is outside the development boundary and is in open countryside.</p> <p>c. <i>PA16/02083, Lanarth, Rock Road, Rock</i> – replacement dwelling (Lanarth) and the construction of guest annex 'The Garden House'. A number of objections had been received, which had previously been circulated via email. Cllr. Mould said Members had made a site visit. There was concern about possible damage / loss to the existing trees on the site. The applicant had indicated he would be willing to replace the trees, elsewhere on the site, with substantial specimens. With regards to any overlooking issue, Cllr. Mould did not believe this was a consideration in this case. Members did not believe there was a planning reason to object. If the NDP were in place, then the garden house element would be considered a 'new-build' and be subject to a condition of full-time residence. NO OBJECTION, but Members would like a condition imposed to replace the trees on site with mature specimens. Although our NDP has not been adopted, if it had been Members would be seeking a full-time residency condition, as per the wishes of the parish. Although Members have no objection, in principle to the application, they would draw the case officer's attention to possible overlooking of the neighbouring property and the potential change of land levels.</p> <p>d. <i>PA16/02462, Worthy House, Daymer Lane, Trebetherick</i> – two storey extension and creation of vehicular access and parking area. NO OBJECTION.</p> <p>e. <i>PA16/02468, Moonshadow, Trebetherick</i> – non-material amendment following the approved application for a new dwelling (application reference: PA14/01961) for a new window at ground floor level on the North West elevation. NO OBJECTION.</p> <p>f. <i>PA16/02586, Land East of Windwhistle, Trebetherick</i> – proposed new dwelling. NO OBJECTION, however, although our NDP has not been adopted, if it had been Members would be seeking a full-time residency condition on a new build, as per the wishes of the parish.</p> <p>g. <i>PA16/02598, Trelawney Court, Rock Road, St Minver</i> – crown reduction of 2 Macrocarpa trees. NO OBJECTION, providing the Tree Officer has no objection.</p> <p>h. <i>PA16/02826, Land East of An Kernyk, Shores Lane, Rock</i> – outline permission for construction of dwelling and formation of new access. NO OBJECTION.</p>	Clerk Clerk Clerk Clerk Clerk Clerk Clerk

	<p>i. <i>PA16/02840, White Wings House, Daymer Lane, Trebetherick</i> – demolition and replacement of the existing dwelling and the construction of a new double garage with studio room in the roof over. NO OBJECTION.</p>	Clerk
57/2016	<p><u>Other Planning Matters</u> –</p> <p>a. <i>Neighbourhood Development Plan (NDP)</i> – Cllr. Mould reported the St Minver Parishes NDP had been submitted to CC and the examination by an independent assessor had been completed without any major issues being raised. We are now waiting for CC to get the plan signed off by their legal department and it is anticipated it will be ready to go to referendum in early August. In the meantime because the plan is so far advanced, although not adopted, CC's Planning Dept. will be asked to refer to the plan when making decisions on planning applications within the Parishes.</p> <p>b. <i>PA13/01172, Site Between Westward House And Virginia Cottage, Rock Road, Rock</i> – gate pillars had been built further forward than on the original plans and this has been reported to CC as a possible enforcement issue. The Clerk to pursue.</p> <p>c. <i>Field by Hobbyfield, Trebetherick</i> – Minute 48c/2016 refers. Mr Oliver Jones, Cormac confirmed the Highway Steward had contacted Mr Brewer and it is Mr Brewer's intention to install a gate and make good the entrance. Cormac will inspect the site in 28 days to make sure that the works had been completed satisfactory. The Clerk to contact Mr Jones and Mr Brewer and tell them Members do not wish to have a gate at this location (there is a perfectly good access to the field already) and they wish the hedge to be reinstated.</p>	<p>Clerk</p> <p>Cllr. Gilbert / Clerk</p>
58/2016	<p><u>Highway Matters</u> –</p> <p>a. <i>Speed Bumps</i> – Minute 48d/29016 refers. Members considered a request for speed bumps in Trebetherick but did not believe it would gain enough support to make it feasible. For this reason, Members DECLINED to give the request their support.</p> <p>b. <i>Road Closure</i> – Western Power had put in an application to close the road that leads to Polzeath through Trebetherick, during the hours 1900 and 0700. The works are due to start on the 6th June for 5 nights. To ensure everyone in the area knows they will be sending out a letter drop and signs will be erected two weeks before the works.</p>	Clerk
59/2016	<p><u>Environmental Matters</u> –</p> <p>a. <i>Polzeath WC Working Party (WP)</i> – CC are going ahead with installing Pay As You Go doors at Daymer Bay and Polzeath. The WCs will be kept open for the summer season and the decision will then be reviewed.</p> <p>b. <i>Rock Recycling Facility</i> – Minute 48b/2016 refers. Cllrs. Mould and Webb had met with Ms Stephanie Crocker, CC and the landowner on site. CC did not wish to continue to maintain the facility because of the amount of fly-tipping and the difficulties large lorries have in accessing the site. Members felt they had little option but to agree to its closure and it was RESOLVED this should be from 30th May. The Clerk to advise Ms Crocker and ask for a large notice advising of this to be placed on the site. The landowner to also be advised. County Cllr. Penny left the meeting at this point.</p>	<p>Clerk</p> <p>Clerk</p>
60/2016	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Children's Play Area</i> – the H&S Inspection Reports were not available.</p> <p>b. <i>Soakaway</i> – Minute 45b/2015 refers. Cllr. Mould had yet to speak to Mr Brian Lane, who is currently unwell.</p> <p>c. <i>Football Pavilion</i> – Members received the following updates:</p> <p>i. A camera survey had been carried out by Metro Rod and the drains cleared. Noted a copy of the report previously circulated via email. The promised video report had not been received. The Clerk to pursue.</p>	Clerk

	<p>ii. Work on the creation of a referee's shower area with internal access and installation of taps to facilitate shower cleaning is ongoing.</p> <p>iii. Mr Gavin O'Meara, Regional Sales Manager with Site Solutions had emailed to report they could help the PC with regards to providing a significant investment to help with redevelopment of the site.</p> <p>If they were to provide an investment they would look at installing a discreet telecoms poll somewhere on site, to be agreed upon by both parties.</p> <p>To help speed up the process, Members AGREED in principle to pursue this suggestion. Cllr. Mould will take this up with Mr O'Meara.</p>	<p>Cllr. Blewett</p> <p>Cllr. Mould</p>																																																
61/2016	<p><u>Administration Matters</u> –</p> <p>a. <i>PAT Testing</i> – Cllr. Mould reported she had made arrangement to have the annual PAT testing carried out. She will arrange for the heater to be reattached at the same time.</p> <p>b. <i>Website Upgrade</i> – it was RESOLVED to pay a monthly hosting fee of £5+VAT p.m. and to accept the Level 2 Management Fee of £20+VAT p.m.</p> <p>c. <i>Council Chamber</i> – Members considered a request from Highlands to share the Council Chamber. The Clerk to write to Highlands' Clerk and advise of the costs for the rent, electric, insurance, etc.</p>	<p>Cllr. Mould</p> <p>Clerk</p> <p>Clerk</p>																																																
62/2016	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule 2016/17-01, to a value of £6,564.79 were APPROVED for payment.</p> <table border="1"> <thead> <tr> <th>INCOME</th> <th>Price</th> <th></th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>CC - precept</td> <td></td> <td></td> <td>23,750.00</td> </tr> <tr> <td>CC - CTS grant</td> <td></td> <td></td> <td>763.88</td> </tr> <tr> <td></td> <td></td> <td></td> <td>£24,513.88</td> </tr> <tr> <th>EXPENSES</th> <th>Price</th> <th>VAT</th> <th>Total</th> </tr> <tr> <td>Salaries, including NI & tax</td> <td>591.22</td> <td></td> <td>591.22</td> </tr> <tr> <td>Trewint Field - incl. WCs, play equipment</td> <td>569.73</td> <td>32.00</td> <td>601.73</td> </tr> <tr> <td>Paperless planning - capital items</td> <td>820.50</td> <td>164.10</td> <td>984.60</td> </tr> <tr> <td>Administration</td> <td>535.48</td> <td>61.76</td> <td>597.24</td> </tr> <tr> <td>Council Chamber</td> <td>340.00</td> <td></td> <td>340.00</td> </tr> <tr> <td>St Minver Cemetery Committee</td> <td>3,450.00</td> <td></td> <td>3,450.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td>£6,564.79</td> </tr> </tbody> </table> <p>b. <i>End of Year Accounts 2015/16</i> – Members RESOLVED to adopt their Annual Governance Statement. Noted a copy of the Income and Expenditure Account will be available at the May meeting.</p> <p>c. <i>CC Devolution Fund</i> – applications to the Fund are invited by 16th May 2016. Details previously circulated via email.</p>	INCOME	Price		Total	CC - precept			23,750.00	CC - CTS grant			763.88				£24,513.88	EXPENSES	Price	VAT	Total	Salaries, including NI & tax	591.22		591.22	Trewint Field - incl. WCs, play equipment	569.73	32.00	601.73	Paperless planning - capital items	820.50	164.10	984.60	Administration	535.48	61.76	597.24	Council Chamber	340.00		340.00	St Minver Cemetery Committee	3,450.00		3,450.00				£6,564.79	
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63/2016	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda.</p> <p>a. <i>Peninsula News</i> – Spring 2016.</p> <p>b. <i>Council Matters</i> – newsletter from Came & Co. (insurance brokers).</p> <p>c. <i>Countryside Voice</i> – CPRE newsletter, Spring 2016.</p> <p>d. <i>Daymer Bay WCs</i> – letter from Trebetherick Residents' Assoc., offering to make a £2,000 donation towards the running costs, subject to conditions.</p>																																																	
64/2016	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meeting</i> – Tuesday, 3rd May 2016. Apologies from Cllr. Gilbert.</p> <p>b. <i>Planning Meeting</i> – 16th May 2016. Apologies from Cllrs. Crowdy, Gilbert and Webb.</p> <p>c. <i>Parish Meeting</i> – 16th May 2016. Cllr. Mould to provide a Chairman's report.</p>	<p>Cllr. Mould</p>																																																

	d. <i>Code of Conduct Training</i> – CC are holding free sessions, the nearest to Lowlands is: i. 5 th September 2016, Wadebridge Council Chamber, 4-6pm.	
65/2016	<u>Information Only/Future Agenda Items</u> – none. a. None.	
66/2016	<u>Meeting Closed</u> – 21.31pm.	

Signature: (Cllr. Mrs Carol Mould)
Chairman

Date: 3rd May 2016