



St MINVER LOWLANDS PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING

HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHURCH

ON MONDAY, 6th JUNE 2016 @ 7.30pm

Present: Cllr. Mrs Mould (Chairman) Cllr. Blewett Cllr. Davis
 Cllr. Miss Gilbert 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 opened the meeting and welcomed those present.</p> <p>Ms Christine Boswell-Munday and Mr Martin Davis were present, regarding the Casual Vacancy. Mr Hugh Mattos had sent his apologies.</p>	
85/2016	<u>Apologies for Absence</u> – Cllrs. Crowdy, Gisbourne and Morgan.	
86/2016	<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>	
87/2016	<p><u>Casual Vacancy</u> – no election had been called to fill the vacancy created by the resignation of Cllr. Rathbone. Since then three candidates had put their name forward for co-option. A secret ballot was held and it was RESOLVED to co-opt Mrs Boswell-Munday. She duly signed his/her Acceptance of Office form and took a copy of the Financial Interests form for completion. The Clerk to advise CC. Cllr. Boswell-Munday then took her place on the Council.</p>	Clerk
88/2016	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Annual Council Meeting</i> – 3rd May 2016, AGREED as a true record.</p> <p>b. <i>Planning Meeting</i> – 16th May 2016, AGREED as a true record.</p>	
89/2016	<p><u>Outside Bodies / Reports</u> –</p> <p>a. <i>Police</i> – in the absence of PCSO Drennan, there was no police report.</p> <p>b. <i>County Council</i> – Cllr. Penny reported there is a project underway in Port Isaac to separate the collection of domestic and business waste. Eventually this will be rolled out in Rock. Cllr. Mould said it would be better to collect the waste on a day other than Tuesday.</p> <p>Cllr. Penny said “pay as you enter doors” had been installed at Roscarrock WCs, but there had been problems with the door jamming because they had not been emptied. The Clerk to check if the PAYE doors had been installed at Polzeath and Daymer Bay yet.</p> <p>c. <i>St Minver Highlands Parish Council</i> – a copy of their April Minutes and draft May Minutes were made available to the Meeting.</p>	Clerk

	<p>d. <i>Padstow Harbour Commission (PHC)</i> – a copy of their April Minutes were made available to the Meeting.</p> <p>e. <i>Wadebridge and Padstow CNP</i> – Thursday, 16th June 6.30-8.30pm at Egloshayle Pavilion.</p>	
90/2016	<p><u>Planning Applications</u> – Members considered the following:</p> <p>a. <i>PA16/03241, Land West of Cant Farm, St Minver</i> – construction of an agricultural building. NO OBJECTION.</p> <p>b. <i>PA16/04029, Hr. Penmayne, Rock</i> – removal of hedge along proposed site of camping and caravan field. Members have NO OBJECTION, provided there is no ecology reason to object.</p> <p>c. <i>PA16/04034, 1 Brea Road, Rock</i> – ground floor and loft extension. NO OBJECTION.</p> <p>d. <i>PA16/04182, Land N. of Lowenva, Rock</i> – variation of condition 2 in relation to decision notice PA15/03050, dated 21st January 2016. The Clerk to clarify what conditions 2 and 9 are (they were not available on CC's website) and establish the number of parking spaces. Also to request an extension to 20th June.</p> <p>e. <i>PA16/04457, Undertown, Daymer Lane, Trebetherick</i> – variation of condition 2 attached to decision notice PA15/04442 dated 18th August 2015 to amend the external materials to lime rendered walls and slate hanging (drawing number PD406/06 to be replaced by drawing PD406/06A). NO OBJECTION.</p> <p>f. <i>PA16/04458, Undertown, Daymer Lane, Trebetherick</i> – variation of condition 2 attached to planning decision PA15/04441 (garage extension to provide a self-contained annexe) in order to amend external materials. NO OBJECTION.</p> <p>g. <i>PA16/04499, Petherwicks, Rock Road, Rock</i> – demolition of existing dwelling and erection of replacement single family dwelling. Members were not clear how many parking spaces had been provided and request that they meet the provision of the St Minver NDP Policy STMNDP 2.7[i].</p> <p>h. <i>PA16/04651, Pinewood Flats, Polzeath</i> – variation of condition 2 attached to decision notice PA15/02234 dated 6th March 2015 (amended design and siting for two houses in lieu of 3 houses previously approved in the context of extant approval 2008/02344 and in the context of approved design PA10/04739 for three houses of similar design to the current application on the same site) in order to vary approved plans. NO OBJECTION.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
91/2016	<p><u>Other Planning Matters</u> –</p> <p>a. <i>Neighbourhood Development Plan (NDP)</i> – Cllr. Mould reported CC are waiting to see what happens to the St Ives NDP because this has a similar clause to that within the St Minver NDP, i.e. new dwellings must be for full-time occupation. This is being challenged on the grounds it is an infringement of civil liberties.</p> <p>b. <i>Enforcement Cases: EN16/00605, Site Between Westward House And Virginia Cottage, (Penfenten), Rock Road, Rock</i> – works not being carried out in accordance with approved plans PA13/11729, i.e. gate pillars being built further forward than that agreed, causing vehicular visibility. Case officer: David Tapsell. A new application had been submitted to cover this had been submitted.</p> <p>c. <i>Field by Hobbyfield, Trebetherick</i> – Minute 48c/2016 refers. Mr Oliver Jones, Cormac confirmed the Highway Steward had contacted the landowner and it is his intention to install a gate and make good the entrance. Cormac had undertaken to inspect the site in 28 days to make sure that the works had been completed satisfactorily. Mr Jones had been asked for an update on 4th May and again on 28th May 2016 and 5th June.</p>	

	<p>Cllr. Gilbert will speak to Mr Jones' line manager.</p> <p><i>Pepperstiche, Trewint Lane</i> – the Clerk to check if the gate pillars have planning permission.</p> <p>d. <i>Planning Protocol</i> – Members had objected to the following applications and had been asked by the case officers to reconsider their decision:</p> <p>i. <i>PA16/01791, Tzitzkama, Rock Road, Rock</i> – construction of four new build dwellings. Members commented that they are concerned at the loss of B&B / self-catering accommodation in Rock. It was RESOLVED to agree to disagree with this application.</p> <p>ii. <i>PA16/11816, Trerair, Penmaine Way, Rock</i> – outline application with some matters reserved for proposed residential development. Cllr. Penny said this was contrary to the NDP. He would support taking this to CC's Planning Committee. It was RESOLVED to ask for this to go to Committee.</p>	<p>Cllr. Gilbert Clerk</p> <p>Clerk</p> <p>Clerk</p>
92/2016	<p><u>Environmental Matters</u> –</p> <p>a. <i>Public Rights of Way</i> – a member of the public had raised a number of issues with the PROWs at Shilla Woods, including:</p> <p>i. <u>Erection of an Electric Fence</u> – Members felt this was too close to the PROW. Cllr. Gilbert will speak to the landowner.</p> <p>ii. <u>Fallen Trees</u> –</p> <p>iii. <u>Cycle Path</u> –</p> <p>iv. <u>Kissing Gate</u> –</p> <p>The Clerk to advise the author that the issues had been reported to the Countryside Dept., CC.</p> <p>b. <i>Dangerous Bench, Polzeath</i> – Mr Matt Montano, Cormac had advised that the seat had been dismantled. The Clerk to advise Mr Montano that Members do not maintain the benches.</p>	<p>Cllr. Gilbert</p> <p>Clerk</p> <p>Clerk</p>
93/2016	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Children's Play Area</i> – Members received an update:</p> <p>i. <u>Fortnightly H&S Inspection Reports</u> – Mr Meneer reported some of the benches at Trewint are becoming rotten, in particular the one by the shelter. It was RESOLVED to authorise Mr Meneer to carry out the necessary repair work.</p> <p>ii. <u>RoSPA Annual Report</u> – Members considered the RoSPA report and it was RESOLVED to have the blue see-saw removed and replaces with new equipment. It was RESOLVED to authorise Cllrs. Gilbert and Webb to take this forward.</p> <p>A copy of the RoSPA report to be provided to Mr Meneer with a request to carry out what repairs he can and advise the Clerk of those he cannot</p> <p>b. <i>Soakaway</i> – Minute 78b/2015 refers. Cllr. Mould will speak with Mr Brian Lane and discuss the soakaway with him.</p> <p>c. <i>Trewint Facilities</i> – deferred from the May Planning meeting.</p> <p>i. <u>Pavilion</u> – Cllrs. Blewett, Mould and Richards had inspected the recently completed refurbishment work. Repairs to the drains were discussed. Cllr. Davis will make enquiries. Deferred to the July meeting.</p> <p>ii. <u>Shared Access</u> – Members considered a proposal from Shared Access to install telecommunications infrastructure on the Trewint playing field, in exchange for a one-off donation. It was AGREED to seek the views of the users of the field and inform Mr O'Meara.</p> <p>d. <i>World War I Centenary Fields</i> – Members declined to nominate a recreational space as a Centenary Field to commemorate this significant milestone.</p>	<p>Clerk</p> <p>Cllrs. Webb / Gilbert</p> <p>Clerk</p> <p>Cllr. Mould</p> <p>Cllr. Davis</p> <p>Clerk</p>

94/2016	<p><u>Administration Matters</u> –</p> <p>a. <i>PAT Testing</i> – Minute 79a/2016 refers. Cllr. Mould said the annual PAT testing and reaffixing of the heater to the wall will be carried out shortly.</p> <p>b. <i>Council Chamber</i> – Minute 61c/2016 refers. Members considered the views of Highlands i.r.o. sharing the Council Chamber, but felt the costs should be shared 50:50.</p> <p>c. <i>Wadebridge Library & One Stop Shop (OSS) Consultation</i> – see https://www.surveymonkey.co.uk/r/C9YNMX6. Deadline is 24th June 2016.</p>	Clerk																																								
95/2016	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule 2016/17-03 to a value of £3,937.22 was APPROVED for payment.</p> <table border="1" data-bbox="325 577 1286 891"> <thead> <tr> <th>INCOME</th> <th>Price</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>St Minver FC – rent</td> <td>250.00</td> <td></td> <td>250.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td>£250.00</td> </tr> <tr> <th>EXPENSES</th> <th>Price</th> <th>VAT</th> <th>Total</th> </tr> <tr> <td>Salaries, including NI & tax</td> <td>952.33</td> <td></td> <td>952.33</td> </tr> <tr> <td>Trewint Field - incl. WCs, play equipment</td> <td>778.44</td> <td></td> <td>778.44</td> </tr> <tr> <td>Administration</td> <td>337.37</td> <td>66.58</td> <td>403.95</td> </tr> <tr> <td>Grass verges</td> <td>400.00</td> <td>80.00</td> <td>480.00</td> </tr> <tr> <td>Trewint football pavilion</td> <td>1,322.50</td> <td></td> <td>1,322.50</td> </tr> <tr> <td></td> <td></td> <td></td> <td>£3,937.22</td> </tr> </tbody> </table> <p>b. <i>End of Year Accounts 2015/16</i> – the Internal Auditor had not made any adverse comments. Members considered and ADOPTED their 2015/16 accounts. A copy of the Income and Expenditure Account was made available to the meeting.</p> <p>c. <i>Fun Run</i> – Minute 67d/2013 refers (May 2013). Cllr. Gilbert reported there would be no Fun Run in 2016.</p>	INCOME	Price	VAT	Total	St Minver FC – rent	250.00		250.00				£250.00	EXPENSES	Price	VAT	Total	Salaries, including NI & tax	952.33		952.33	Trewint Field - incl. WCs, play equipment	778.44		778.44	Administration	337.37	66.58	403.95	Grass verges	400.00	80.00	480.00	Trewint football pavilion	1,322.50		1,322.50				£3,937.22	
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96/2016	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda.</p> <p>a. <i>The Clerk Magazine</i> – May 2016. Taken by Cllr. Mould.</p> <p>b. <i>Road Closures</i> –</p> <ol style="list-style-type: none"> i. <u>Shores Lane, Rock</u> – originally 6th to 10th June, now changed to 28th June to 4th July 2016, (07.30 to 18.00). ii. <u>Church Town Road, St Minver</u> – 15th to 17th June 2016, (07.30 to 18.00). iii. <u>Trewint Lane, Trebetherick</u> – 6th to 10th June (19.00 to 07.00). 																																									
97/2016	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meeting</i> – 4th July 2016.</p> <p>b. <i>Planning Meeting</i> – 20th June 2016.</p> <p>c. <i>Livestock Awareness Event</i> – 5th July 2016, 9.30am, Fraddon Village Hall. No charge, but booking essential. Lunch provided.</p>																																									
98/2016	<p><u>Information Only/Future Agenda Items</u> –</p> <p>a. <i>Coastal Communities Fund</i> – round 4 of the Coastal Communities Fund is due to be launched during week commencing 23rd May 2016. See: https://www.biglotteryfund.org.uk/global-content/programmes/uk-wide/coastal-communities. Ms Anna Druce CC has offered to assist. Details previously circulated via email.</p> <p>b. <i>Discover England Fund</i> – revenue grants up to £250,000 to ensure that England remains competitive in the global tourism market (deadline for applications is 16th September). Details previously circulated via email.</p>																																									

99/2016	<u>Closed Session</u> – in view of the confidential nature of the business about to be transacted, namely quotations, it was RESOLVED that it is advisable in the public interest that the press and public be excluded and they were instructed to withdraw.	
100/2016	<u>Football Pavilion Drains</u> – covered by 93c[i]/2016 above.	
101/2016	<u>Meeting Closed</u> – 21.30pm.	

Signature: (Cllr. Mrs Carol Mould)
Chairman

Date: 4th July 2016