



## St MINVER LOWLANDS PARISH COUNCIL

### MINUTES OF THE COUNCIL MEETING

HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHURCH

ON MONDAY, 5<sup>th</sup> SEPTEMBER 2016 @ 7.30pm

Present: Cllr. Mrs Mould (Chairman)      Cllr. Ms Boswell-Munday      Cllr. Davis  
 Cllr. Miss Gilbert                      Cllr. Gisbourne                      Cllr. Mrs Morgan  
 Cllr. Richards                              Mrs Thompson (Clerk)              County Cllr. Penny

Minute	AGENDA ITEMS	Action
	<p><u>Chairman's Welcome and Public Forum</u> – the Chairman opened the meeting and welcomed those present.</p> <p>Representatives from the Trebetherick Residents' Association (TRA) and local businesses were present i.r.o. the future of Daymer Bay WCs.</p> <p>Mr Henry Herzberg, TRA said the principle that they wanted to establish was that they will do whatever it takes to keep the public WCs at Daymer Bay open. The TRA see it as a community asset which should be paid for from the public rates, though it was recognised CC say they cannot afford to keep them open. Mr Herzberg said he didn't believe the costs were as high as CC indicated, they are of the opinion the cost is due to poor management. The TRA felt it is unfair that there should be two public conveniences at Polzeath, but the Daymer Bay WCs are under threat. He referred to the statement in the St Minver NDP that recognises the importance of public conveniences.</p> <p>Ms Sharon Wright said her business tax had gone up 160%. She thought this was to cover the cost of things such as the WCs. Cllr. Gisbourne said that business rates are paid direct to the government, with a portion paid back to CC, however, this may change in the future.</p> <p>Mrs Augusta Grant said she was concerned the ratepayers at Trebetherick were asked to pay towards the WCs at Polzeath.</p> <p>Mrs Susan Barlow said it was deplorable that CC were unable to supply accurate operating figures.</p> <p>Ms Sharon Wright said there is to be a meeting in October with Mr Jon James, CC to discuss the future of the WCs. She said that it had not been definitely stated by them the WCs are to close. County Cllr. Penny said CC had a pot of money for the public conveniences, but when that was spent, there was no more revenue.</p> <p>Mr Herzberg said they were formally asking the PC to raise the precept for next year to assist with the running costs of Daymer Bay WCs.</p> <p>Mr Martin Davis Jnr. referred to his planning application (Minute 121a/2016). He is a local man, who wishes to raise his family within the parish. Mr Martin Davis Snr. said he believed the site was sustainable. The design would be in keeping with the neighbouring properties.</p>	
117/2016	<u>Apologies for Absence</u> – Cllrs. Blewett, Crowdy and Webb (all on leave).	
118/2016	<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>	
119/2016	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 4<sup>th</sup> July 2016, <b>AGREED</b> as a true record.</p> <p>b. <i>Planning Meeting</i> – 18<sup>th</sup> July 2016, <b>AGREED</b> as a true record.</p> <p>c. <i>Planning Meeting</i> – 15<sup>th</sup> August 2016, <b>AGREED</b> as a true record.</p>	
120/2016	<p><u>Outside Bodies / Reports</u> –</p> <p>a. <i>Police</i> – PCSO Drennan sent her apologies. She later provided the crime figures: there were 5 crimes in July 2016 (1 x burglary, 1 x dangerous dog, 1 x threatening words/behaviour and 2 x criminal damages). In August there were also 5 crimes reported to the Police (1 x theft of boat, 3 x assaults and 1 x theft from meter).</p> <p>b. <i>County Council</i> – Cllr. Penny said he had nothing to add other than items on the agenda. He said he felt the PC should support the Daymer Bay WCs in some way. There was insufficient money left in the Devolution Fund to cover the cost of new pay as you enter doors, etc. as mooted by the TRA. Cllr. Penny left the meeting at this point.</p> <p>c. <i>St Minver Highlands Parish Council</i> – a copy of their July and draft August Minutes were made available to the Meeting.</p> <p>d. <i>Padstow Harbour Commission (PHC)</i> – a copy of their June Minutes were made available to the Meeting. Noted CC had granted planning permission i.r.o. PA15/04952, Quarry Car Park, Rock – extension of existing car park, which Members had supported.</p> <p>e. <i>Wadebridge and Padstow CNP</i> – Cllrs. Mould and Gisbourne had attended the meeting held on Thursday, 14<sup>th</sup> July 2016.</p> <p>Noted the next meeting is scheduled for Thursday, 15<sup>th</sup> September 2016, 6.30 pm to 8.30 pm, at the Egloshayle Pavilion.</p>	
121/2016	<p><u>Planning Applications</u> – Members considered the following:</p> <p>a. <i>PA16/06809, Land S of Moor Cottage, Trewiston Lane, St Minver</i> – construction of a detached dwelling and garage with new access from Trewiston Lane. Members pointed out that if the NDP had been adopted, then the PC would be objecting, because it is outside the original development boundary. The Clerk to submit this as a comment.</p> <p>b. <i>PA16/06960, Stepper Cottage, Worthy Hill, Trebetherick</i> – certificate of lawfulness of proposed construction of single storey flat roofed extension. It was understood that the PC is not consulted on this type of application.</p> <p>c. <i>PA16/07146, Rosemayne, Penmaine Way, Rock</i> – construction of dwelling (re-submission following expiration of previous planning consent PA13/01386). Members maintain their previous <b>OBJECTION</b> because they still had considerable concerns about the access on the blind corner and potential flooding issues, caused by the adjoining stream.</p> <p>d. <i>PA16/07218, Phoenix Glen, Rock Road, St Minver</i> – replace existing conservatory at rear of property with new extension. <b>NO OBJECTION.</b></p> <p>e. <i>PA16/07225, Brambles, Trenint Hill, Trebetherick</i> – erection of replacement dwelling. <b>OBJECT.</b> Members concede a precedent has been set in the vicinity, however they consider this design to be particularly intrusive and not in keeping with neighbouring properties.</p> <p>f. <i>PA16/07314, Land E of Mermaids, Trebetherick</i> – outline application for the construction of dwelling. <b>NO OBJECTION.</b></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>g. <i>PA16/07326, Rivendell, Daymer Lane, Trebetherick</i> – variation of condition 2 in respect of decision notice PA16/01847 – demolition of existing dwelling and erection of replacement. <b>NO OBJECTION.</b></p> <p>h. <i>PA16/07484, River View, Cant Lane, St Minver</i> – demolition of the existing dwelling and the construction of a new dwelling. <b>NO OBJECTION.</b></p>	Clerk Clerk
122/2016	<p><u>Other Planning Matters</u> –</p> <p>a. <i>Neighbourhood Development Plan (NDP)</i> – Cllr. Mould reported a ‘fact check’ had been received, which will be discussed further with CC.</p> <p>b. <i>Field by Hobbyfield, Trebetherick</i> – Minute 107b/2016 refers. Highways confirmed the Highway Steward had made a further site visit and is satisfied with the reinstatement that had been made in the gateway entrance. They will be taking no further action at present.</p> <p>The Clerk to enquire of Ms Sam Hewitt, CC if the retaining wall is as per the planning permission (PA15/02733) and did CC request the removal of the original Cornish hedge.</p> <p>c. <i>PA16 /04821, Penfenten, Rock Road, Rock</i> – Minute PL60a/2016 refers. Construction of gate piers and driveway gate in a revised position to the approved application PA13/11729. Mr Samuel Dunn, case officer had emailed to advise a new planning application had been received, but not yet validated. He believes the new application will just be for the retention of the gate piers, without any form of gate. This is in order to help overcome the highway safety issue of not being able to get a vehicle off the road at the entrance point.</p>	Clerk
123/2016	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Children’s Play Area</i> –</p> <p>i. <u>Fortnightly H&amp;S Inspection Reports</u> – none available.</p> <p>ii. <u>New Play Equipment</u> – Cllrs. Gilbert and Webb had met and were obtaining prices for various pieces of equipment, including an outdoor table tennis and zip wire.</p> <p>iii. <u>Retail Unit</u> – for further discussion with Mrs Meneer.</p> <p>b. <i>Soakaway</i> – Minute 108b/2015 refers. Cllr. Morgan reported she had yet to speak to Mr Brian Lane, but would do so shortly.</p> <p>c. <i>Trewint Facilities</i> –</p> <p>i. <u>Pavilion</u> – Cllr. Richards had provided some photographic evidence. The pavilion was looking better.</p> <p>Mr Meneer will provide a quotation for electric hand dryers.</p> <p>Mrs Meneer had requested permission for a locked cabinet in the pavilion to keep her cleaning materials in. Members wondered if it would be better to put the cupboard in the disabled WC.</p> <p>Cllr. Richards said new doors were needed. He will provide quotations.</p> <p>ii. <u>Drains</u> – see Minute 131/2016 below.</p> <p>d. <i>Shared Access</i> – Minute PL62/2016 refers. Mr Matt Restall of The Phone Mast Company had sent a Heads of Term agreement (previously circulated via email). The name and address need to be corrected and Members want a deadline to be included and to clarify which organisation would be responsible to insure the mast and that this is merely a Heads of Term agreement and not a contract. The Clerk to circulate the draft HofT agreement from Shared Access.</p>	Clerk Cllr. Morgan Mr Meneer Clerk Cllr. Richards Clerk Clerk
124/2016	<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>PC Website</i> – Mr Lawrence, ICT Connect was waiting for the photographs and apart from that he is ready to move the information from the demo website to the new website. The Clerk to remind Cllr. Crowdy.</p> <p>Noted Mr Robert Lawrence, ICTConnect Ltd. will provide instructions and training for adding / modifying information on the website.</p> <p>c. <i>Broadcasting and Social Media Policy</i> – Members <b>RESOLVED</b> to adopt the Broadcasting and Social Media Policy, kindly provided by Highlands. A copy to be placed on the website. Minute 105c/2016 refers.</p> <p>d. <i>NALC Devolution Survey</i> – the aim of the survey is to find out how devolution will affect local councils but especially smaller councils. Closing date 30<sup>th</sup> September 2016: <a href="http://www.surveymonkey.co.uk/r/SmallerCapacity">www.surveymonkey.co.uk/r/SmallerCapacity</a>.</p>	Clerk																																																
125/2016	<p><u>Daymer Bay WCs</u> – deferred to the closed session.</p> <p>Cllr. Gilbert left the meeting at this point.</p>																																																	
126/2016	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule 2016/17-05 to a value of £7,914.38 was <b>APPROVED</b> for payment.</p> <table border="1"> <thead> <tr> <th colspan="3"><b>INCOME</b></th> <th><b>Total</b></th> </tr> </thead> <tbody> <tr> <td>Bank interest</td> <td></td> <td></td> <td>0.86</td> </tr> <tr> <td>HMRC – VAT refund</td> <td></td> <td></td> <td>3,178.53</td> </tr> <tr> <td colspan="3"></td> <td><b>£3,179.39</b></td> </tr> <tr> <th colspan="3"><b>EXPENSES</b></th> <th><b>Total</b></th> </tr> <tr> <td>Salaries, including NI &amp; tax (June &amp; July)</td> <td>747.72</td> <td></td> <td>747.72</td> </tr> <tr> <td>Trewint Field - incl. WCs, play equipment</td> <td>977.72</td> <td>17.50</td> <td>995.22</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>NDP catering</td> <td>135.00</td> <td></td> <td>135.00</td> </tr> <tr> <td>Administration, incl. insurance</td> <td>1,143.36</td> <td>27.08</td> <td>1,170.44</td> </tr> <tr> <td>Grass verge strimming + PROWs</td> <td>1,180.00</td> <td>236.00</td> <td>1,416.00</td> </tr> <tr> <td colspan="3"></td> <td><b>£7,914.38</b></td> </tr> </tbody> </table> <p>b. <i>Budget Monitor</i> – a copy was made available at the meeting.</p>	<b>INCOME</b>			<b>Total</b>	Bank interest			0.86	HMRC – VAT refund			3,178.53				<b>£3,179.39</b>	<b>EXPENSES</b>			<b>Total</b>	Salaries, including NI & tax (June & July)	747.72		747.72	Trewint Field - incl. WCs, play equipment	977.72	17.50	995.22	St Minver Cemetery Committee - precept	3,450.00		3,450.00	NDP catering	135.00		135.00	Administration, incl. insurance	1,143.36	27.08	1,170.44	Grass verge strimming + PROWs	1,180.00	236.00	1,416.00				<b>£7,914.38</b>	
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127/2016	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda:</p> <p>a. <i>Local Maintenance Agreement and Street Cleansing Update</i> – letter via N. Cornwall Cluster Group, confirming a 10% increase in the street cleaning grant. The LMP Review had commenced. <b>Details previously circulated via email.</b></p> <p>b. <i>Cornwall AONB Management Plan 2016-2021</i> – taken by Cllr. Mould.</p> <p>c. <i>CPRE</i> – Summer 2016 magazine.</p> <p>d. <i>Vehicle Obstructions, Polzeath</i> – letter requesting Members to seek CC's support in enforcing parking regulations in Polzeath, to prevent disruption to the bus timetable. The Clerk to contact CC for a solution.</p> <p>e. <i>Telephone Boxes</i> – BT had announced its intention to de-commission a number of boxes and invited offers from the community to acquire them. Closing date 23<sup>rd</sup> November 2016. NFA.</p>	Clerk																																																
128/2016	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meeting</i> – 3<sup>rd</sup> October 2016.</p> <p>b. <i>Planning Meeting</i> – 19<sup>th</sup> September 2016.</p> <p>c. <i>Cornwall Community Flood Forum's AGM and Conference</i> – Thursday, 6<sup>th</sup> October 2016, Truro Town Hall, 9.30-4pm. Attendance is FOC.</p> <p>d. <i>Cornwall Rural Housing Association</i> – Members are invited to a lunch followed by their Annual Review, to be held on Wednesday 21<sup>st</sup> September, 1pm at The Pavilion Centre, Royal Cornwall Showground, Wadebridge.</p>																																																	

129/2016	<u>Information Only/Future Agenda Items</u> – a. None.	
130/2016	<u>Closed Session</u> – in view of the confidential nature of the business about to be transacted, namely quotations, it was <b>RESOLVED</b> that it is advisable in the public interest that the press and public be excluded and they were instructed to withdraw.	
131/2016	<u>Football Pavilion Drains</u> – Minute 108c[ii]/2016 refers. Two further quotations will be obtained.	Cllrs. Davis / Richards
125/20016	<u>Daymer Bay WCs</u> – it was <b>RESOLVED</b> to authorise Cllrs. Mould and Boswell-Munday to draft a response to the TRA consultation document and circulate to all Members for approval, before sending to the TRA.	Cllrs. Mould / Boswell-Munday
132/2016	<u>Meeting Closed</u> – 21.44pm.	

Signature: ..... (Cllr. Mrs Carol Mould)  
Chairman

Date: 3<sup>rd</sup> October 2016