



St MINVER LOWLANDS PARISH COUNCIL

MINUTES OF THE COUNCIL MEETING

HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHURCH

ON MONDAY, 3rd OCTOBER 2016 @ 7pm

Present: Cllr. Gisbourne (Meeting Chair) Cllr. Blewett Cllr. Ms Boswell-Munday
 Cllr. Crowdy Cllr. Davis Cllr. Miss Gilbert
 Cllr. Mrs Morgan Cllr. Richards Cllr. Mrs Webb
 Mrs Thompson (Clerk)

Minute	AGENDA ITEMS	Action
	<u>Chairman's Welcome and Public Forum</u> – in the absence of Cllr. Mould, Cllr. Gisbourne, Vice Chairman, took the Chair and welcomed those present with a particularly warm welcome to Mr Martin Davis.	
133/2016	<u>Apologies for Absence</u> – Cllr. Mould (personal commitment) and Cllr. Penny.	
134/2016	<u>Members' Declarations</u> – a. <i>Registerable Declarations of Interests</i> – none. b. <i>Non-registerable interest</i> – none. c. <i>Declaration of Gifts</i> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds. d. <i>Dispensations</i> – none.	
135/2016	<u>Minutes of Meetings</u> – a. <i>Full Council Meeting</i> – 5 th September 2016, AGREED as a true record. b. <i>Planning Meeting</i> – 19 th September 2016, AGREED as a true record.	
136/2016	<u>Outside Bodies / Reports</u> – a. <i>Police</i> – PCSO Drennan spoke to her written report (copy on file). b. <i>County Council</i> – in the absence of Cllr. Penny there was no report. c. <i>St Minver Highlands Parish Council</i> – a copy of their draft September 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. e. <i>Wadebridge and Padstow CNP</i> – in the absence of Cllr. Mould there was no report of the meeting held on Thursday, 15 th September 2016. The next meeting will be held on the 1 st December 2016.	
137/2016	<u>Planning Applications</u> – Members considered the following: a. <i>PA16/07984, 6 Gul Rock, Rock Road</i> – works to trees covered by a Tree Preservation Order, namely: felling of 3 sycamore trees (T1, T2 and T3). Members would prefer the trees remain, unless CC's Tree Officer is of the opinion that they are dangerous. If the trees are removed they should be replaced.	Clerk

	<p>b. <i>PA16/08223, Mordros, Trebetherick</i> – application for removal or variation of condition 2 (in accordance with approved plans) for 2 number egress windows to bedrooms 2 and 3 – amendment to PA13/00915 dated 23rd December 2013. NO OBJECTION.</p> <p>c. <i>PA16/08437, Land N. of Lowenva, Rock</i> – crown raise Macrocarpa trees surrounding the site subject to a TPO. NO OBJECTION provided the Tree Officer has no objection.</p> <p>d. <i>PA16/08658, Lowenva, Rock</i> – outline planning application with some matters reserved for residential development. Members reiterate their original OBJECTIONS: that the junction with Rock Road is poor and this development could only make the situation worse and the site is outside the development boundary. Members were also concerned about the loss of trees. Members request this is taken to CC's planning committee for decision.</p> <p>e. <i>PA16/02773/PREAPP, Trewint Lake, Trewint Lane, Rock</i> – pre-application advice for replacement of existing dwelling and ancillary accommodation with two dwellings. Members would have no objection to a replacement dwelling, but do not wish to see three dwellings on this site.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
138/2016	<p><u>Other Planning Matters</u> –</p> <p>a. <i>Neighbourhood Development Plan (NDP)</i> – Cllr. Gisbourne reported that on the hold-up with the St Minver NDP. CC is considering taking the NDP to a third inspector. The outcome of the St Ives NDP appeal is expected this week.</p> <p>b. <i>Field by Hobbyfield, Trebetherick</i> – Minute 122b/2016 refers. Mr Mark Andrews, CC had advised that the owner had been asked to respond to the issue Members raised, as to whether the retaining wall is as per the planning permission (PA15/02733), including the removal of the original Cornish hedge.</p> <p>c. <i>PA15/11816, Trerair, Penmaine Way, Rock</i> – outline application with some matters reserved for proposed residential development. This application will be reported to CC's Planning Committee on 10th October. Places have been booked for Cllr. Mould and Mr Keith Snelling to speak.</p>	
139/2016	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Children's Play Area</i> – Members considered:</p> <p>i. <u>Fortnightly H&S Inspection Reports</u> –</p> <p><i>Goal Post</i> – the post had broken. Mr Meneer reported it needs a new post which will have to be concreted into the ground. It also needs new metal fixing for Shute to attach it to the post. He will carry out the necessary repairs.</p> <p>ii. <u>New Play Equipment</u> – see Minute 149/2016 below. Cllrs. Gilbert and Webb were asked to revisit this and provide suggestions for alternative pieces of equipment and report to the next meeting.</p> <p>iii. <u>Retail Unit</u> – there had been no response from Mrs Meneer</p> <p>b. <i>Soakaway</i> – Minute 123b/2015 refers. Cllr. Morgan had not spoken with Mr Brian Lane as he is unwell.</p> <p>c. <i>Trewint Facilities</i> –</p> <p>i. <u>Community Building</u> – Cllrs. Boswell-Munday, Mould and Webb had met with representatives from the Pre-School, Scouts and Guides. The suggestion is to have a simple design for a replacement pavilion. Members were concerned about the ongoing running costs.</p> <p>ii. <u>WCs</u> – a cabinet for cleaning materials would be approximately £100 to £200. Mrs Meneer will provide more information, including sizes.</p>	<p>Cllrs. Gilbert / Webb</p> <p>Cllr. Morgan</p>

	<p>iii. <u>Drains</u> – see Minute 131/2016 below.</p> <p>d. <i>Telecommunication Mast</i> – Minute 123d/2016 refers. Mr Matt Restall of The Phone Mast’s had clarified the Heads of Terms agreement, and it was RESOLVED that the Clerk should sign this when it had been amended to show the PC as the client.</p>	Clerk																																								
140/2016	<p><u>Administration Matters</u> –</p> <p>a. <i>PAT Testing</i> – Minute 79a/2016 refers. In the absence of Cllr. Mould there was no update, regarding the annual PAT testing and reaffixing of the heater to the wall.</p> <p>b. <i>PC Website</i> – Mr Lawrence, ICT Connect had reported the new website had been built and populated with the information from the current website and is undergoing testing prior to going live. They expect this will be completed by 15th October and go-live on the 17th. He will continue to add information such as Agendas and Minutes to the current site until the end of the year before setting a re-direction from www.stminvercouncils.org.uk to www.stminverlowlands-pc.org.uk</p> <p>Noted Mr Robert Lawrence, ICTConnect Ltd. will provide instructions and training for adding / modifying information on the website.</p>	Cllr. Mould																																								
141/2016	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule 2016/17-06 to a value of £2,293.75 was APPROVED for payment.</p> <table border="1"> <tr> <td colspan="3">INCOME</td> <td>Total</td> </tr> <tr> <td>Bank interest</td> <td></td> <td></td> <td>10.02</td> </tr> <tr> <td>Precept + CTS grant</td> <td></td> <td></td> <td>24,513.89</td> </tr> <tr> <td colspan="3"></td> <td>£24,523.91</td> </tr> <tr> <td colspan="3">EXPENSES</td> <td>Total</td> </tr> <tr> <td>Salaries, including NI & tax (June & July)</td> <td></td> <td></td> <td>595.68</td> </tr> <tr> <td>Trewint Field - incl. WCs, play equipment</td> <td></td> <td></td> <td>468.00</td> </tr> <tr> <td>Administration</td> <td>40.49</td> <td>13.58</td> <td>54.07</td> </tr> <tr> <td>Grass verge strimming + PROWs</td> <td>980.00</td> <td>196.00</td> <td>1,176.00</td> </tr> <tr> <td colspan="3"></td> <td>£2,293.75</td> </tr> </table> <p>b. <i>2015/16 Accounts</i> – the external auditors, Grant Thornton, had signed off the accounts without comment.</p> <p>c. <i>Budget Monitor</i> – a copy was made available at the meeting.</p> <p>d. <i>Daymer Bay WCs</i> – the last quarter’s figures had been requested.</p> <p>e. <i>Parking Enforcement</i> – Mr Craig Taylor, Parking Manager, CC had attended the Network meeting and reported they had taken on additional parking enforcement officers and it is now possible to enter into a Service Level Agreement with CC for additional visits. Defer to the 2017/18 Budget Setting meeting.</p>	INCOME			Total	Bank interest			10.02	Precept + CTS grant			24,513.89				£24,523.91	EXPENSES			Total	Salaries, including NI & tax (June & July)			595.68	Trewint Field - incl. WCs, play equipment			468.00	Administration	40.49	13.58	54.07	Grass verge strimming + PROWs	980.00	196.00	1,176.00				£2,293.75	Clerk
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142/2016	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda:</p> <p>a. <i>St Minver Cemetery Committee</i> – copy of their Annual Return.</p> <p>b. <i>Hackney Carriage and Private Hire Driver Policy Review</i> – consultation with all hackney carriage and private hire drivers in Cornwall concerning an update to the current driver policies. Deadline 16th December 2016.</p> <p>c. <i>Charity Collections</i> – St Minver Highlands PC had received complaints about the frequency and (lack of) management of charity collections at Trewornan Bridge and sought Members views on whether they find this to be an issue. Members AGREED that there should be more control, with due emphasis on health and safety.</p> <p>d. <i>PROW Review</i> – Members felt that there was no need to add or remove any Public Rights of Way Footpaths or Structures (Stiles and Gates) from the Parishes LMP Schedules for 2017. The Clerk to advise CC.</p>	Clerk Clerk																																								

143/2016	<u>Diary Dates</u> – a. <i>Full Council Meeting</i> – 7 th November 2016. Apologies from Cllr. Blewett. b. <i>Planning Meeting</i> – 17 th October 2016.	
144/2016	<u>Information Only/Future Agenda Items</u> – a. None.	
145/2016	<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.	
146/2016	<u>Football Pavilion Drains</u> – Minute 108c[ii]/2016 refers. Cllr. Davis reported he is pursuing additional quotations.	Cllrs. Davis / Morgan
147/2016	<u>Trewint Pavilion</u> – Cllr. Richards will provide quotations for a replacement door.	Cllr. Richards
148/2016	<u>Trewint WCs</u> – Mr Meneer will provide a quotation for electric hand dryers, including their fitting.	Mr Meneer
149/2016	<u>New Play Equipment</u> – covered by Minute 139a[ii]/2016 above.	
150/2016	<u>Meeting Closed</u> – 20.33pm.	

Signature: (Cllr. Mrs Carol Mould)
Chairman

Date: 7th November 2016