



## St MINVER LOWLANDS PARISH COUNCIL

### MINUTES OF THE COUNCIL MEETING

#### HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHURCH

ON MONDAY, 7<sup>th</sup> NOVEMBER 2016 @ 7pm

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

Minute	AGENDA ITEMS	Action
	<p><u>Chairman's Welcome and Public Forum</u> – in the absence of Cllr. Mould, the Vice Chairman took the Chair and opened the meeting and welcomed those present.</p> <p>Members met with Cllrs. Dingle, Harris, Darnell and Owen (representatives from St Minver Highlands PC) to discuss their proposal i.r.o. the jurisdiction and management of Polzeath Beach.</p> <p>They raised the issue of problems with parking, traders etc., in the height of the summer and asked Lowlands' Members to consider giving Highlands' jurisdiction to take over the beach. If problems occurred, they wished Highlands to be left to deal with them. They did not believe it was necessary to change the boundary. Cllr. Harris was upset that Lowlands had declined to fight together i.r.o. the container on the beach. Cllr. Webb said that CC had let the container. Cllr. Morgan said the road needs dealing with. There was some discussion regarding the management of Street Traders and how to contain them. Highlands indicated they are happy to 'take on' CC.</p> <p>Members met with Mr Henry Herzberg, Ms Endellion Sharpe and Ms Augusta Grand (representatives from the Trebetherick Residents' Association) to discuss their proposal i.r.o. Daymer Bay WCs (previously circulated via email).</p> <p>Mr Herzberg said concerned the toilets will close at the end of the year. They suggested adding five pounds per household, to the annual precept. Costings were provided. They suggested changing the whole drainage system and pointed out that nine times more water comes out of the system as goes in. They expressed real concern that Mr Jon James, CC will design the new system and costings. John Brays will only contribute when the new system is in place. The TRA expressed their willingness to try to make this work and said the press is already interested, but 'they are holding them off. Mr James may help with the alarm system to stop users holding the door, which would make people pay. Cllr. Gisbourne said the pay as you enter system will work but may need policing for a while.</p>	
151/2016	<p><u>Apologies for Absence</u> – Cllrs. Blewett (personal commitment). Cllr. Mould, County Cllr. Penny and the Clerk (all with ill health).</p>	
152/2016	<p><u>Members' Declarations</u> –</p> <ul style="list-style-type: none"> <li>a. <i>Registerable Declarations of Interests</i> – Cllr. Davis in PA16/09634.</li> <li>b. <i>Non-registerable interest</i> – none.</li> <li>c. <i>Declaration of Gifts</i> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds.</li> <li>d. <i>Dispensations</i> – none.</li> </ul>	

153/2016	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 3<sup>rd</sup> October 2016, <b>AGREED</b> as a true record.</p> <p>b. <i>Planning Meeting</i> – meeting cancelled.</p>	
154/2016	<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> – in the absence of Cllr. Penny there was no report.</p> <p>c. <i>St Minver Highlands Parish Council</i> – a copy of their draft October Minutes were made available to the Meeting.</p> <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> – the next meeting is scheduled to be held on 1<sup>st</sup> December 2016.</p>	
155/2016	<p><u>Planning Applications</u> – Members considered the following:</p> <p>a. <i>PA16/05807, 3 Ham Field, Trebetherick</i> – sunroom infill under existing balcony. <b>NO OBJECTION.</b></p> <p>b. <i>PA16/07581, Chapel Cottage, Rock Road, Rock</i> – works to 7 sycamore trees covered by a TPO, namely: fell trees prior to redevelopment of the site for a new dwelling. <b>NO OBJECTION</b>, but replacement trees to be planted.</p> <p>c. <i>PA16/08854, Cranbrook, Rock Road, Rock</i> – room and study area. <b>NO OBJECTION.</b></p> <p>d. <i>PA16/08887 and PA16/09235, Land adj. to Kendall, Rock Road, St Minver</i> – variation of conditions 1 (plans approved) and 10 (reptile identification and removal) and removal of conditions 2 (access road design), 3 (removal of vegetation), 5 (estate road design) and 8 (landscaping) in respect of decision PA15/11278 to allow revised estate road design and new methodology for reptile removal and to accept details submitted for conditions 2, 3, 5 and 8. <b>Members are not consulted on this type of application</b></p> <p>e. <i>PA16/08923, 25 Dingles Way, Penmayne, Rock</i> – proposed single storey rear extension. CC had since approved this application.</p> <p>f. <i>PA16/09095, Roscarrock, 58 Little Trelyn, Rock</i> – proposed extension and alterations to existing dwelling. Proposed balcony at first floor level. <b>NO OBJECTION.</b></p> <p>g. <i>PA16/09116, Mole End, Trebetherick</i> – demolition of existing extension and replacement with two storey side extension and single storey rear extension. <b>NO OBJECTION.</b></p> <p>h. <i>PA16/09130, Wynds, Trewiston Lane, St Minver</i> – proposed new dwelling. <b>OBJECT</b> because the site is outside the development as identified in the St Minver NP.</p> <p>i. <i>PA16/09247, Slipper Point, Dunders Hill, Polzeath</i> – extension of first floor balcony. <b>OBJECT</b> on the grounds the proposal would impact on the street scene and neighbouring properties.</p> <p>j. <i>PA16/09634, The Bisque, Rock Road</i> – revised design to previously approved application PA16/.02882 dated 29<sup>th</sup> July 2016 for the demolition of bungalow and erection of a replacement dwelling. <b>NO OBJECTION.</b></p>	<p>Information only</p> <p>Information only</p>
156/2016	<p><u>Other Planning Matters</u> –</p> <p>a. <i>Neighbourhood Development Plan (NDP)</i> – Cllr. Gisbourne reported all queries had been dealt with and the NDP is ready to go referendum. We are just waiting for the St Ives decision.</p>	

	<p>b. <i>Field by Hobbyfield, Trebetherick</i> – Minute 138b/2016 refers. The landowner had responded to Members' concerns i.r.o. the retaining wall on the site. NOTE – details previously circulated via email.</p> <p>c. <i>Planning Conferences</i> – CC are running a number of conferences across the county. <b>Details previously circulated via email.</b></p>																																																					
157/2016	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Trewint Facilities</i> –</p> <p>i. <u>Children's Play Area</u> – fortnightly H&amp;S Inspection Reports.</p> <p>ii. <u>Community Building</u> – Cllr. Boswell-Munday to discuss what is required for the new build with the Scouts, Football Club and Guides / Brownies. Mr Tony Jeal is happy to do a design. Rough designs estimate the cost at six hundred thousand pounds. Potential money from the phone mast. Members liked the concept and were happy to progress.</p> <p>iii. <u>Rabbit Problem</u> – a rabbit problem had been reported by St Minver Football Club. Cllr. Webb had taken photos and there was no problem.</p> <p>b. <i>Soakaway</i> – Minute 139b/2015 refers. Cllr. Morgan had not spoken with Mr Brian Lane as he is unwell.</p> <p>c. <i>Telecommunications Mast</i> – Shared Access is unwilling to negotiate with The Phone Mast Company.</p>	Cllr. Morgan																																																				
158/2016	<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>	Cllr. Mould																																																				
159/2016	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule 2016/17-07, to a value of £7,649.44 was <b>APPROVED</b> for payment. The Clerk pointed out that £105 had been paid to Playsafety Ltd. in May for the annual inspection of the Trewint play equipment. The cheque was not cashed and a duplicate cheque was issued. Both cheques had subsequently been cashed and she had requested a refund. She also advised she had requested a breakdown of the £5,000 invoice from CC towards the Coronation Garden WCs.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="3" style="text-align: left;"><b>INCOME</b></th> <th style="text-align: right;"><b>Total</b></th> </tr> </thead> <tbody> <tr> <td>Bank interest</td> <td></td> <td></td> <td style="text-align: right;">.91</td> </tr> <tr> <td>CC – SEA funding (NDP)</td> <td></td> <td></td> <td style="text-align: right;">4,070.38</td> </tr> <tr> <td>CC – grass verge cutting grant</td> <td></td> <td></td> <td style="text-align: right;">1,551.56</td> </tr> <tr> <td colspan="3"></td> <td style="text-align: right;"><b>£5,622.85</b></td> </tr> <tr> <th colspan="3" style="text-align: left;"><b>EXPENSES</b></th> <th style="text-align: right;"><b>Total</b></th> </tr> <tr> <td>Salaries, including NI &amp; tax</td> <td style="text-align: right;">754.07</td> <td></td> <td style="text-align: right;">754.07</td> </tr> <tr> <td>Trewint Field - incl. WCs, play equipment</td> <td style="text-align: right;">500.00</td> <td></td> <td style="text-align: right;">500.00</td> </tr> <tr> <td>Administration</td> <td style="text-align: right;">427.53</td> <td style="text-align: right;">82.59</td> <td style="text-align: right;">510.12</td> </tr> <tr> <td>CC - donation towards Polzeath WCs</td> <td style="text-align: right;">5,000.00</td> <td></td> <td style="text-align: right;">5,000.00</td> </tr> <tr> <td>St Minver Methodist Church - rent + elec.</td> <td style="text-align: right;">344.32</td> <td></td> <td style="text-align: right;">344.32</td> </tr> <tr> <td>Neighbourhood Plan</td> <td style="text-align: right;">462.93</td> <td style="text-align: right;">78.00</td> <td style="text-align: right;">540.93</td> </tr> <tr> <td colspan="3"></td> <td style="text-align: right;"><b>£7,649.44</b></td> </tr> </tbody> </table> <p>b. <i>Budget Monitor</i> – in the absence of the Clerk a copy was not available.</p> <p>c. <i>Public WCs</i> – last quarter's figures had been circulated previously:</p> <p>i. <u>Coronation Gardens, Polzeath</u> – costs were for fixing flushes and other repairs.</p> <p>ii. <u>Daymer Bay</u> – the proposal from the Trebetherick Residents' Association to contribute £10,000 towards running the Daymer Bay WCs was <b>DEFERRED</b> to the budget setting meeting in December.</p> <p>d. <i>Polzeath Christmas Festival</i> – it was <b>RESOLVED</b> to make a grant of £250 towards the purchase of Christmas trees and lights.</p>	<b>INCOME</b>			<b>Total</b>	Bank interest			.91	CC – SEA funding (NDP)			4,070.38	CC – grass verge cutting grant			1,551.56				<b>£5,622.85</b>	<b>EXPENSES</b>			<b>Total</b>	Salaries, including NI & tax	754.07		754.07	Trewint Field - incl. WCs, play equipment	500.00		500.00	Administration	427.53	82.59	510.12	CC - donation towards Polzeath WCs	5,000.00		5,000.00	St Minver Methodist Church - rent + elec.	344.32		344.32	Neighbourhood Plan	462.93	78.00	540.93				<b>£7,649.44</b>	Clerk
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160/2016	<u>Polzeath Beach</u> – Public Forum above refers. Members considered the proposal from Highlands regarding the jurisdiction and management of Polzeath Beach and it was felt Highlands were asking for a three month working agreement. They will look into the legality of this and discuss it further at their meeting on the 10 <sup>th</sup> November 2016. It was <b>AGREED</b> Cllrs. Morgan and Gisbourne would attend and possibly Cllr. Webb (if available). Members felt a sub-committee was needed to liaise with Highlands directly when needed.	Cllrs. Morgan / Gisbourne / Webb
161/2016	<u>Broad Park Close</u> – residents had requested Members to hold a site meeting to discuss issues regarding the access road. Noted this road had NOT been adopted by CC. This matter was deferred to the December meeting.	Clerk
162/2016	<u>Documentation / Correspondence</u> – not covered elsewhere on the agenda: a. <i>Clerks &amp; Councils Direct</i> – September 2016. b. <i>The Clerk</i> – September 2016. c. <i>Flying Consultation</i> – CC are carrying out a full public consultation in relation to the free distribution of printed matter (referred to as ‘flying’). Deadline 24 <sup>th</sup> November 2016. d. <i>Bus Shelter Maintenance Audit</i> – CC are carrying out a responsibility audit i.r.o. bus shelters. Their records show the PC to be responsible for one shelter. e. <i>Clerks &amp; Councils Direct</i> – November 2016. f. <i>Cornwall Minerals Safeguarding Development Plan Document (DPD) Pre-Submission Consultation</i> – CC is publishing the above document for a six week consultation period. Your representations are invited between Monday 7 <sup>th</sup> November and 5pm Monday 19 <sup>th</sup> December 2016. g. <i>Porthilly Beach</i> – SW Water had written to say they have repaired the gate to their pump station, as requested by Members.	
163/2016	<u>Diary Dates</u> – a. <i>Full Council Meeting</i> – 5 <sup>th</sup> December 2016. b. <i>Planning Meeting</i> – 21 <sup>st</sup> November 2016. c. <i>December Planning Meeting</i> – no Planning Meeting is scheduled for December, but Members may wish to consider tasking the Chairman and Clerk to call one if necessary. d. The following meetings had been organised by Highlands PC: i. Meeting regarding SLA and parking - Craig Taylor, Zoe Hall, Anna Druce - 10 <sup>th</sup> November 14:00-14:30 ii. Meeting regarding containers on the beach - Peter Marsh, Jolyon Sharpe, Jon James, Anna Druce - 10 <sup>th</sup> November 14:30-15:00. iii. Meeting regarding jurisdiction and management of the beach - Jolyon Sharpe (+ colleagues), Andy Penny, Lowlands PC, Anna Druce - 10 <sup>th</sup> November 15:00-16:00 + walkabout on the beach. e. <i>Citizen’s Advice Bureau AGM</i> – 16 <sup>th</sup> November 2016, 7pm. Kingsley Suite, Kingsley Village, Fraddon.	
164/2016	<u>Information Only/Future Agenda Items</u> – none.	
165/2016	<u>Meeting Closed</u> – 9.55 pm.	

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

Date: 5<sup>th</sup> December 2016