

**DRAFT**



## St MINVER LOWLANDS PARISH COUNCIL

### MINUTES OF THE COUNCIL MEETING

HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHURCH

ON TUESDAY, 3<sup>rd</sup> JANUARY 2017 @ 7pm

Present: Cllr. Mrs Mould (Chairman)                      Cllr. Crowdy                      Cllr. Richards  
Cllr. Gisbourne    Cllr. Mrs Morgan                      Cllr. Mrs Webb  
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>Mr Hugh Ridgway spoke regarding Minute 05b/2017. He circulated a hardcopy of the plans. He explained this would enhance the St Moritz development. He would be applying for additional letting accommodation on the existing gravel car park area. Mr Ridgway said he would amend the application to reflect the new properties on the site would be holiday homes.</p>	
01/2017	<p><u>Apologies for Absence</u> – Cllrs. Boswell-Munday (leave) and Cllrs. Blewett and Davis (both with personal commitments). Cllrs. Gilbert and County Cllr. Penny were not present.</p>	
02/2017	<p><u>Members' Declarations</u> –</p> <ul style="list-style-type: none"><li>a. <i>Registerable Declarations of Interests</i> – none.</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>	
03/2017	<p><u>Minutes of Meetings</u> –</p> <ul style="list-style-type: none"><li>a. <i>Full Council Meeting</i> – 5<sup>th</sup> December 2016, <b>AGREED</b> as a true record.</li><li>b. <i>Planning Meeting</i> – 19<sup>th</sup> December 2016, meeting cancelled.</li></ul>	
04/2017	<p><u>Outside Bodies / Reports</u> –</p> <ul style="list-style-type: none"><li>a. <i>Police</i> – PCSO Drennan sent her apologies and reported there had been 3 crimes reported in October and November. One x damage to vehicle and 2 thefts (cement mixer and ticket machine).</li></ul> <p>She had put some posters up in the Parish, regarding Operation Kraken which is a Maritime Operation. The posters request help from the public in reporting any suspicious activity by boats or crew anywhere along our coastline. Criminal Activity is happening in our waters so please keep ever vigilant and report any suspicious activity.</p> <ul style="list-style-type: none"><li>b. <i>County Council</i> – in the absence of County Cllr. Penny there was no report.</li><li>c. <i>St Minver Highlands Parish Council</i> – a copy of their draft December Minutes were made available to the Meeting.</li></ul>	

	<p>d. <i>Padstow Harbour Commission (PHC)</i> – a copy of their November Minutes were made available to the Meeting.</p> <p>e. <i>Polzeath Beach Management Group</i> – meeting scheduled to be held on Tuesday, 31<sup>st</sup> January 2017. Noted St Minver Highlands PC had appointed Cllrs. Vicki Darnell and Marc Dingle to the Polzeath Beach Management Group.</p> <p>f. <i>Daymer Bay WCs</i> – the TRA had met with Mr Jon James, CC, on Monday 12<sup>th</sup> December 2016. Cllr. Boswell-Munday had circulated a written report. Noted St Minver Highlands PC had declined to contribute towards the running costs of Daymer Bay WCs.</p>	
05/2017	<p><u>Planning Applications</u> – Members considered the following, including any applications that are received after the agenda had been published:</p> <p>a. <i>PA16/10676, Carrek Lodge, Trewint Lane, Rock</i> – new build following outline consent for PA16/05144 for a detached dwelling and double garage. <b>NO OBJECTION</b> provided this is in accordance with policy STMDP 2.7 of the St Minver Neighbourhood Plan.</p> <p>b. <i>PA16/10922, Trenoweth, Trebetherick</i> – replacement of existing bungalow with two new dwellings and demolition of corrugated barn; and extension of car park to the St Moritz Hotel. <b>NO OBJECTION</b> provided the new dwellings are part of the St Moritz holiday business.</p> <p>c. <i>PA16/11098, Chapel Cottage, Rock Road, Rock</i> – demolition of existing 2 storey dwelling house and garage and the construction of a replacement 2 storey dwelling house with separate garage / carport. <b>NO OBJECTION.</b></p> <p>d. <i>PA16/11137, The Cottage, Rock Road, Rock</i> – outline application for proposed new dwelling. It appears from the plans the proposed parking area for the cottage is the area on the other side of the road that SW Water use to access their property and is governed by ‘no parking’ restrictions. Members believe it is essential that a written undertaking is obtained from SW Water that they permit parking BEFORE planning permission is granted. Members remind the case officer of policy STMDP 2.7 of the St Minver Neighbourhood Plan and expect that planning permission gives full weight to this document.</p> <p>e. <i>PA16/11744, 17 Rockhaven Gardens Pityme</i> – proposed internal and external remodelling with single storey extension and associated external works. <b>NO OBJECTION.</b></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
06/2017	<p><u>Other Planning Matters</u> –</p> <p>a. <i>Neighbourhood Development Plan (NDP)</i> – the Plan has been signed off by the PAC Committee and published for a six week consultation. Cllr. Mould reported that County Cllr. Hannaford had signed off the Plan and said that it now carried ‘full weight’ when deciding planning applications.</p> <p>b. <i>PA16/08658, Lowenva, Rock</i> – outline planning application with some matters reserved for residential development. Cllr. Mould will represent the PC at CC's planning committee on 4<sup>th</sup> January 2017.</p> <p>c. <i>PA15/11826, Trerair, Penmaine Way, Rock</i> – outline application with some matters reserved for proposed residential development. This application has gone to appeal. Closing date for comments is 2<sup>nd</sup> February 2017.</p> <p>d. <i>PA16/09130, Wynds, Trewiston Lane, Rock</i> – Members wish this to go to Committee for decision.</p>	<p>Cllrs. Mould / Webb</p>
07/2017	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Trewint Facilities</i> – Members received an update on the following:</p> <p>i. <u>Children’s Play Area</u> – there were no problems with the fortnightly H&amp;S Inspection Reports.</p>	

	<p>ii. <u>Community Building</u> – no update was given.</p> <p>b. <i>Phone Mast</i> – Mr Dovid Pink reported he had spoken with CTIL who manage the Vodafone/Telefonica sites. They had told him they had decided to go with an alternative option at Rock Marine Services (RMS). The Clerk to advise Mr Pink that RMS is not interested in pursuing this further.</p>	Clerk																								
08/2017	<p><u>Administration Matters</u> –</p> <p>a. <i>PAT Testing</i> – Minute 79a/2016 refers. Cllr. Mould reported 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 had reported the new website is at: <a href="https://www.stminverlowlands-pc.org.uk/">https://www.stminverlowlands-pc.org.uk/</a> and is installed on a new server with a free SSL certificate. This server is running on the latest versions of server operating system and WordPress and is undergoing testing as the site is being populated with information from the current website, which should be completed by the end of January.</p> <p>Noted Mr Robert Lawrence, ICTConnect Ltd. will provide instructions and training for adding / modifying information on the website</p>	Cllr. Mould																								
09/2017	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule 2016/17-09 to a value of £1,697.98 was <b>APPROVED</b> for payment.</p> <table border="1"> <thead> <tr> <th>EXPENSES</th> <th>Price</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Salaries, including NI &amp; tax</td> <td>591.22</td> <td></td> <td>591.22</td> </tr> <tr> <td>Trewint Field - incl. WCs, play equipment</td> <td>557.00</td> <td></td> <td>557.00</td> </tr> <tr> <td>Administration, incl. rent</td> <td>290.67</td> <td>9.09</td> <td>299.76</td> </tr> <tr> <td>Polzeath Area Residents Association - grant</td> <td>250.00</td> <td></td> <td>250.00</td> </tr> <tr> <td colspan="3"></td> <td><b>£1,697.98</b></td> </tr> </tbody> </table> <p>b. <i>2017/18 Budget</i> – Members considered their budgetary requirements for the next financial year and a number of issues were discussed:</p> <p>i. <u>Weed Spraying of Pedestrian Areas</u> – the budget was increased to £1,500 to allow for additional roads to be sprayed. The roads to be included in the spraying regime is for further discussion.</p> <p>ii. <u>Coronation Gardens WCs</u> – Members were unclear as to the projected costs for 2017/18. The Clerk to seek clarification from Mr Jon James.</p> <p>iii. <u>Daymer Bay WCs</u> – a maximum of £5,000 was budgeted as a one-off payment for 2017/18. The operating figures for the summer 2017 season will be reviewed in October / November and a decision taken then on the grant to be awarded. Members did not believe it necessary to keep the WCs open all year and will not, therefore, be contributing to the winter running costs.</p> <p>iv. <u>Parking Enforcement</u> - £2,000 was budgeted to buy additional visits from parking enforcement officers. The Clerk to invite Mr Craig Taylor, CC to attend a Planning Meeting to discuss this further.</p> <p>It was <b>RESOLVED</b> to adopt the budget as discussed at the meeting. It was further <b>RESOLVED</b> to set the precept at £48,500. The Clerk to advise CC.</p>	EXPENSES	Price	VAT	Total	Salaries, including NI & tax	591.22		591.22	Trewint Field - incl. WCs, play equipment	557.00		557.00	Administration, incl. rent	290.67	9.09	299.76	Polzeath Area Residents Association - grant	250.00		250.00				<b>£1,697.98</b>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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10/2017	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda:</p> <p>a. <i>Local Agency Agreements</i> – this practitioners group will support CC to undertake a review of the administration and payment system used in the various agency agreements in place for Town and Parish Councils who undertake work on behalf of the Council. The initial work will focus on a review of the Local Maintenance Partnership, a new area of activity in respect of closed churchyards and the lengthsman scheme before looking at potential new areas including street cleansing. Cllr. Mould expressed an interest in joining the group.</p> <p>b. <i>Non-Emergency Patient Transport</i> – consultation runs from 12 December 2016 until 6 March 2017. More details on: <a href="https://www.kernowccg.nhs.uk/get-involved/consultation/non-emergency-patient-transport/">https://www.kernowccg.nhs.uk/get-involved/consultation/non-emergency-patient-transport/</a>.</p>	Clerk																								

	<p>c. <i>Road Closure Order</i> – Byway 20, closed 6<sup>th</sup> December 2016 to 16<sup>th</sup> July 2017, 24 hours a day. <b>Details previously circulated via email.</b></p> <p>d. <i>Yellow Lines, Rock Road</i> – the yellow lines had recently been repainted. A complaint had been received that they had missed the section from No.4 Penmayne House to the Rock Wall. Mr Oliver Jones, Cormac advised: “... <i>the current works in Rock are mainly to address the areas that have defects and can't currently be enforced; I have forwarded a copy of your email onto our Ops team so they can check this location.</i>”</p> <p>e. <i>Tour of Britain</i> – Helston TC's had written to gauge interest in Cornwall hosting a stage of the cycling race.</p>	
11/2017	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meeting</i> – 6<sup>th</sup> February 2017.</p> <p>b. <i>Planning Meeting</i> – 16<sup>th</sup> January 2017.</p> <p>c. <i>CCTV Briefing Evening</i> – 31<sup>st</sup> January 2017, from 7-9pm at the Liskeard One Stop Shop. Deadline to apply is 16<sup>th</sup> January.</p> <p>d. <i>Cornwall for Change</i> – 24<sup>th</sup> January 2017, 7pm, St Cleer. <b>Details previously circulated via email.</b></p>	
12/2017	<p><u>Information Only/Future Agenda Items</u> –</p> <p>a. <i>Rock Post Office</i> – the future of the Rock PO is not clear. The Clerk to contact the Post Office for more information.</p>	Clerk
13/2017	<p><u>Closed Session</u> – in view of the special/confidential nature of the business about to be transacted, it was <b>RESOLVED</b> that it is advisable in the public interest that the press and public be temporarily excluded and they were instructed to withdraw.</p>	
14/2017	<p><u>New Play Equipment</u> – Cllrs. Gilbert and Webb to revisit this and provide suggestions for alternative pieces of equipment and report to a future meeting.</p>	Cllrs. Webb / Gilbert
15/2017	<p><u>Meeting Closed</u> – 21.03pm.</p>	

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

Date: 6<sup>th</sup> February 2017