



**St MINVER LOWLANDS PARISH COUNCIL**  
**MINUTES OF THE COUNCIL MEETING**  
**HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHAPEL**  
**ON MONDAY, 3<sup>rd</sup> MARCH 2008 @ 7.30pm**

Present: Cllr. Mrs Mould (Chairman)      Cllr. Miss Gilbert      Cllr. Mrs Hawken  
 Cllr. Mrs Medland      Cllr. Stone (Vice Chairman)      Cllr. Mrs Webb  
 Cllr. Brewer (CCC)      Cllr. Gisbourne (NCDC)      Mrs Thompson (Clerk)

Minute	AGENDA ITEMS	Action
	<p><u>Chairman's Welcome and Public Forum</u> – in the absence of Cllr. Mould, the Vice Chairman welcomed those present, with a particularly warm welcome to Cllrs. Brewer (CCC), Gisbourne (NCDC), Mr Rathbone and Mr Lawrence.</p> <p>Mr Alan Rathbone, NCDC's Dog Warden addressed the Meeting. He reported only two complaints had been received in the last two years, in respect of dog faeces in the area. These related to the Rock car park and Sandy Lane. He confirmed offenders are issued with fixed penalty notices. Cllr. Stone said he had received a couple of complaints about the Greenbank area. Mr Rathbone said his department do not view dog fouling as their biggest problem – it is more likely to be stray dogs and barking. Cllr. Webb said there was a problem on the Polzeath to Daymer Bay footpath. Mr Rathbone advised a dog bin, in isolated areas, would not be emptied by NCDC. He advised the Council to contact NCDC Technical Services, regarding the provision of dog waste bins. It was also possible for the Parish Council to provide such bins, but they would have to arrange emptying. Mr Rathbone was thanked for attending.</p> <p>Cllrs. Mould and Medland arrived at this point.</p> <p>Mr Robert Lawrence, ICT Connect Ltd. met with Members. He circulated a discussion paper (copy on file) on creating a Council website, which included an estimate of costs involved. Mr Lawrence indicated it would be possible to include training to enable a Council representative to maintain the site, if required. He offered to build an example website, free of charge. He was thanked for all his help.</p>	Full Council
<b>30/2008</b>	<u>Apologies for Absence</u> – Cllr. Gibson (family commitment); Cllrs Mould and Medland, who arrived late.	
<b>31/2008</b>	<u>Casual Vacancy</u> – no-one had come forward to be co-opted, but two individuals were considering the possibility.	
<b>32/2008</b>	<p><u>Members' Declarations:</u></p> <p>a. <i>Declarations of Interest, in Accordance with the Agenda</i> – none</p> <p>b. <i>Declarations of Gifts over £25</i> – none</p>	

<p><b>33/2008</b></p>	<p><u>Minutes of Meetings:</u></p> <p>a. <i>Full Council Meeting</i> – 4<sup>th</sup> February 2008. Minute 15/2008 to include apologies from Cllr. Gisbourne. With this amendment the Minutes were <b>AGREED</b> as a true record.</p> <p>b. <i>Planning Meeting</i> – 18<sup>th</sup> February 2008 were <b>AGREED</b> as a true record.</p>	
<p><b>34/2008</b></p>	<p><u>Outside Bodies/Reports</u> –</p> <p>a. <i>Police</i> – PC Taylor was not in attendance.</p> <p><i>Neighbourhood Watch Scheme</i> – Minute 19a/2008 refers. Cllr. Gilbert reported she had read the paperwork on the Neighbourhood Watch scheme. The main problem would be in identifying a co-ordinator to run the scheme. Cllr. Stone will discuss with the Trebetherick Residents' Associations. Cllr. Gilbert will speak to Mr Reg Wilce of the Over 50s Club.</p> <p>b. <i>County Council</i> – Cllr. Brewer said the One Cornwall team had been in the Wadebridge Co-op, on Saturday, to interact with the public. The majority consulted had been against the unitary authority, preferring that NCDC should remain. He reported on the CCC 2008/9 budget, which will see a 4.9% increase. He added the landfill tax will increase to £8 per ton. Cllr. Brewer said a new Roman encampment had been found, near the Tamar.</p> <p>c. <i>District Council</i> – Cllr. Gisbourne advised it was probable that 120 Members would be in the Unitary Authority. He spoke regarding the planning application for 2 Trelyn (2008/00123), and explained the proposed fence is only temporary, although the paperwork doesn't indicate this. He will bring this to the attention of the Planning Committee.</p> <p>He reported he hoped it would be possible to improve the signage in Rock Road in the next financial year.</p> <p>Cllr. Mould reported the planning application for Sundowners, Cocklawelva Road (2007/02353) had been refused by NCDC.</p> <p>d. <i>St Minver Highlands Parish Council</i> – a copy of the January Minutes were made available at the Meeting.</p> <p>Cllr. Hawken felt strongly the Council should have its own website and felt it inappropriate to enter into a joint website venture with St Minver Highlands Parish Council.</p> <p>e. <i>Padstow Harbour Commission</i> – a copy of the January Minutes were made available at the Meeting.</p>	<p>Cllr. Stone Cllr. Gilbert</p>
<p><b>35/2008</b></p>	<p><u>Planning Applications</u> –</p> <p>a. <i>2008/00122, Little Cockmoyle, Rock Road</i> – FP, alterations to first floor extension previously approved under 2005/02729. <b>NO OBJECTION.</b></p> <p>b. <i>2008/00279, Trebenny, The Close, Trebetherick</i> – FP, demolition of existing two storey house keepers annexe and erection of two storey extension to existing dwelling. <b>NO OBJECTION.</b></p> <p>c. <i>2008/00297, Tomhara, Carn-du, Rock</i> – TPO, to carry out works to a tree covered by a Tree Preservation Order namely to remove 2 large branch stubs, cut back branch over drive and remove low stem over boundary fence of one semi-mature Holm Oak. <b>OBJECT</b> on the</p>	

	grounds, the trees are alive and Members do not consider they require any attention.	
36/2008	<p><u>Traffic Matters</u> –</p> <p>a. <i>Rock Road Parking</i> – Council received a complaint that the footpath, on the south side of Rock Road, where the double yellow lines have been painted, is still being used to park cars, trailers, etc. Parking issues are now the remit of CCC, who will be “policing” vigorously.</p> <p>b. <i>Whistlers, 11 Brea Close, Rock</i> – Cllr. Mould reported she had visited the site and it does appear a fence has been erected on the private road. Mr Paul Clarkson, Highways has advised that as the road is private and not publicly maintainable, there is nothing he can do to assist. The Clerk to write to the complainant.</p> <p>Cllr. Brewer left the Meeting at this point.</p>	<p>Clerk</p> <p>Clerk</p>
37/2008	<p><u>Financial Matters</u></p> <p>a. <i>Accounts for Payment</i> – schedule No.2007/8-12, to a total of £778.60 was <b>APPROVED</b> for payment.</p> <p>Cllr. Mould reported that Mr Mervin Hoare will be going into hospital shortly. It was <b>AGREED</b> not to have anyone doing his work in his absence. The Clerk to advise those concerned.</p> <p>b. <i>Budget Monitor</i> – copy circulated at the Meeting.</p> <p>c. <i>Risk Assessments</i> – Minute 21b/2007 refers. Cllr. Medland apologised, she will deal with any possible additional requirements to the Health and Safety and Financial risk assessments shortly.</p> <p>d. <i>Bank Signatures</i> – Minute 12c/2007 refers. It was <b>AGREED</b> Cllrs. Hawken, Medland and Mould would be the three cheque signatories. They will deal direct with the Bank.</p>	<p>Clerk</p> <p>Cllr. Medland</p> <p>Cllrs. Mould, Hawken and Medland</p>
38/2008	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Playing Fields Committee</i> – Minute 22a/2008 refers. Cllr. Hawken reported the Big Lottery had acknowledged receipt of the grant application, and had requested further information, which has since been provided.</p> <p><i>Child Protection Policy</i> – it was <b>AGREED</b> to approve and adopt the Clerk’s draft Child Protection Policy.</p> <p>b. <i>St Minver AFC</i> – Minute 22b/2008 refers. Cllr. Mould reported she and the Clerk had instructed Mr Charles Rushforth, of Chisholms Solicitors to draw up a licence between with St Minver Football Club.</p> <p>c. <i>St Minver Pre-School</i> – Minute 22c/2008 refers. Cllr. Mould reported she and the Clerk had instructed Mr Rushforth to draw up a lease. It was <b>AGREED</b> this should be for 21 years. A site plan is needed, clearly showing the area covered, Cllr. Mould will approach Mr Tony Jeal to see if he can assist. Cllr. Gisbourne advised Members to ensure the lease cannot be sold. The Clerk to speak to Mr Rushforth.</p> <p>Cllr. Stone took the deeds relating Cricket Club and bus shelter to keep, temporarily, in his fire proof safe.</p> <p><u>Play Equipment</u> – Cllr. Stone reported the defunct play equipment will be removed from the site, by the end of the month.</p> <p>d. <i>Trewint Toilets</i> – Minute 21a/2008 refers. There were still some concerns about the cleanliness of the toilets.</p>	<p>Cllr. Mould</p> <p>Clerk</p>

39/2008	<p><u>Environmental Matters</u> –</p> <p>a. <i>Daymer Bay Toilets/Beach Cleaning</i> – Minute 23a/2008 refers. Cllr. Mould spoke regarding the site meeting with NCDC and provided a plan of how the refurbished toilets will look. It was <b>AGREED</b> to write to Mr Godfrey requesting details of how the £500 grant is spent. An advertisement for a contractor to clean the toilets and pick up the litter to be drawn up at the Planning Meeting. In the meantime, the Clerk to contact Mr Mike East to establish how much NCDC is willing to pay towards the cleaning.</p> <p>b. <i>Footpath No.12</i> – Minute 23d//2008 refers. There had been no feedback from CCC, regarding the building works at Shalmar Hollow, which, it is alleged, is causing a hazard to footpath users. Cllr. Stone will visit the site.</p> <p>c. <i>Footpath from Greenbanks to the Pavilion</i> – Minute 23e/2008 refers. Cllr. Mould will contact Mr Brian Lane to lay some hard core laid to improve the footpath.</p> <p>d. <i>Treasure House, Polzeath</i> – Minute PL17h/2008 refers. NCDC reported (on 25<sup>th</sup> February) they will visit the site within the next 24/48 hours to investigate the flytipping, but point out they understand it is private land. Once the site has been visited and a search made of the bags (for possible evidence of ownership) they will then arrange for their hit squad to remove them.</p> <p>Cllr. Mould reported she had received a complaint about a hedge at Porthilly, which had been badly cut. It was <b>AGREED</b> to send the replies, as drafted (copies on file).</p>	<p>Clerk</p> <p>Clerk</p> <p>Cllr. Stone</p> <p>Cllr. Mould</p> <p>Clerk</p>
40/2008	<p><u>Documentation</u> –</p> <p>a. <i>Calor Village of the Year</i> – Members declined to enter the 2008 competition.</p> <p>b. <i>Review of Post Office Provision</i> – NCDC advise a review will commence in July 2008, in the meantime, Members may wish to obtain more information by contacting <a href="http://www.postoffice.co.uk">www.postoffice.co.uk</a> or <a href="http://www.postwatch.co.uk">www.postwatch.co.uk</a></p> <p>c. <i>Building Control Newsletter</i> – January 2008.</p> <p>d. <i>NCDC Financial Plans</i> – 2008/9 and future years.</p> <p>e. <i>Celebrate St George's Day</i> – 23<sup>rd</sup> April 2008. Information booklet taken by Cllr. Hawken.</p> <p>f. <i>Code of Conduct: Standards Committee Hearing Panel</i> – copies of two Standards Committee decisions, to enable Members to see the types of matters that are currently being considered at hearings, were taken by Cllr. Mould.</p> <p>g. <i>One Cornwall</i> – newsletter no.6, was taken by Cllr. Mould.</p> <p>h. <i>Community Facilities Survey</i> – Cllrs. Hawken and Medland completed the survey form. The Clerk to return to NCDC.</p> <p>i. <i>NCDC Local Development Framework</i> – Cllr. Medland returned the documentation, which is now on file.</p>	<p>Clerk</p>
41/2008	<p><u>Diary Dates</u> –</p> <p>a. <i>Planning Meeting</i> – 17<sup>th</sup> March 2008. Cllr. Gilbert tendered her apologies, she will be out of the county.</p>	

	<ul style="list-style-type: none"> <li>b. <i>Beach Users' Forum</i> – 13<sup>th</sup> March 2008, 7pm at the Egloshayle Playing Field Pavilion. Cllr. Stone will try to attend.</li> <li>c. <i>Parish Meeting</i> – Wednesday, 21<sup>st</sup> May 2008. The wrong date was shown on the Schedule of Meetings.</li> <li>d. <i>LMP Footpath Meeting</i> – 5<sup>th</sup> March 2008. Cllr. Mould apologised, she is unable to make this date. The Clerk to reschedule.</li> </ul>	Clerk
<b>42/2008</b>	<p><u>Information Only/Future Agenda Items:</u></p> <ul style="list-style-type: none"> <li>a. <i>Clerk's Leave</i> – the Clerk reminded Members she will be on leave from 26<sup>th</sup> March to 1<sup>st</sup> April 2008, inclusive.</li> <li>b. <i>Songs of Praise</i> – the Scripture Union has requested permission to hold a "Songs of Praise" service on Sunday, 3<sup>rd</sup> August 2008, on the green at the top of Polzeath beach. As the Council no longer leases the land, the Clerk to redirect the Scripture Union to NCDC.</li> <li>c. <i>St Minver AFC</i> – Mr Roy Birchwood has requested a copy of the plans for the proposed playground and pre-school hut, to enable the Club to make arrangements regarding new floodlights and relocating the football pitch. Cllrs. Mould and Stone will liaise regarding obtaining an appropriate plan. A copy of their insurance cover has been provided.</li> <li>d. 2007/02354, Tristram Steps, Polzeath – NCDC advises there is to be a site meeting on Thursday, 6th March 2008 at 9am.</li> </ul>	<p>Clerk</p> <p>Cllrs. Mould / Stone</p>

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

Date: 7<sup>th</sup> April 2008