



St MINVER LOWLANDS PARISH COUNCIL
MINUTES OF THE COUNCIL MEETING
HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHAPEL
ON MONDAY, 2nd JUNE 2008 @ 7.30pm

Present: Cllr. Mrs Mould (Chairman) Cllr. Mrs Gibson Cllr. Miss Gilbert
 Cllr. Gisbourne (PC/NCDC) Cllr. Allan Rathbone Cllr. Mrs Webb
 Mrs Thompson (Clerk)

Minute	AGENDA ITEMS	Action
	<p><u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed those present.</p> <p>Mrs Dale addressed the Council regarding her planning application (94f/2008 refers). She explained the reasons for making the application and reported she has been in amicable discussion with her neighbours and has agreed to landscape the plot to help preserve privacy. The property will be eco-friendly. Mrs Dale was thanked for her explanation.</p> <p>Mr Mike Hewitt, Padstow Harbour Commissioner was also present.</p>	
88/2008	<p><u>Apologies for Absence</u> – Cllr. Medland (on leave) and Cllr. Brewer (CCC). Cllr. Stone was not in attendance.</p>	
89/2008	<p><u>Casual Vacancy</u> – there were no candidates for co-option, to the two vacant seats.</p>	
90/2008	<p><u>Members' Declarations:</u></p> <p>a. <i>Declarations of Interest, in Accordance with the Agenda</i> – Cllr. Mould declared a personal interest in 94f/2008, as she knows the applicant and lives near the property.</p> <p>b. <i>Declarations of Gifts over £25</i> – none</p>	
91/2008	<p><u>Minutes of Meetings:</u></p> <p>a. <i>Full Council Meeting</i> – 6th May 2008. AGREED as a true record.</p> <p>b. <i>Planning Meeting</i> – 19th May 2008. AGREED as a true record.</p>	
92/2008	<p><u>Council Committees/Appointments to Outside Bodies</u> – Minute PL40h/2008 refers. Item referred from the Planning Meeting.</p> <p>a. <i>St Minver Pre-School Liaison</i> – new position. Cllr. Gibson confirmed her willingness to take on this role.</p>	
93/2008	<p><u>Outside Bodies/Reports</u> –</p> <p>a. <i>Police</i> – PC Taylor was not present.</p> <p><i>Neighbourhood Watch Scheme</i> – Minute 75a/2008 refers. The Clerk reported that nothing had been heard from Mr David Topliffe,</p>	

	<p>confirming permission has been obtained from NCDC and/or Western Power to erect signs. The Clerk to send a reminder.</p> <p><i>County Council</i> – Cllrs. Brewer and Rowe were not present.</p> <p>b. <i>District Council</i> – Minute 75c/2008 refers. Cllr. Gisbourne advised:</p> <ul style="list-style-type: none"> • The two unsold affordable houses on the Broad Park Estate have been sold to another agent, who is now renting them to local people. • The trees in the field (between Coppers’ Corner and the council estate), which are thought to be in a dangerous state, have been reported to Highways, who will be dealing. • Highways will also be dealing with the hedge at Coppers’ Corner, which has been left with “spikes” sticking out across the footpath. <p>c. <i>St Minver Highlands Parish Council</i> – a copy of the April Minutes were made available at the Meeting. It was noted there are no plans to ask residents for a donation towards policing at Polzeath. Members were concerned this would mean they will be asked to make good the shortfall.</p> <p>d. <i>Padstow Harbour Commission</i> – a copy of the April Minutes were made available at the Meeting. Mr Hewitt reported two Members of Highlands had attended the last PHC Meeting regarding the running of the ferry and keeping open the toilets at Rock. He added the ferry fares had not been raised for three years. Recent vandalism to the toilets resulted in all the recently installed, double glazed windows being broken.</p> <p>e. <i>Street Trading Meeting</i> – a copy of the Minutes of the Meeting held on 11th April 2008, were made available at the Meeting.</p>	Clerk
94/2008	<p><u>Planning Applications</u> –</p> <p>a. 2008/00911, <i>Hughenden, Rock Road</i> – FP, erection of a conservatory. NO OBJECTION.</p> <p>b. 2008/00912, <i>Mew Gull Lodge, Rock Road</i> – FP, erection of a conservatory. OBJECT on the grounds that this would create an overdevelopment of the site, by filling the whole plot.</p> <p>c. 2008/00921, <i>Trig, Rock</i> – TPO, works to trees covered by a Tree Preservation Order, namely ongoing management of trees marked G28, G31, G32, G33, G34 & W6. NO OBJECTION provided the County tree officer has no concerns.</p> <p>d. 2008/00959, <i>Birchdale, Shores Lane, Rock</i> – FP, erection of extension and alterations to side and rear of bungalow (revised design to planning permission number 2008/00469) namely raising the pitch of the roof from 18 degrees to 25 degrees. OBJECT – this property is set amongst bungalows and it is considered this application will raise the roof to an unacceptable height.</p> <p>e. 2008/00982, <i>Brookfields, Trewint Lane, Rock</i> – FP, proposed loft conversion to include dormer windows. NO OBJECTION.</p> <p>f. 2008/00999, <i>Land adjacent to Mulletts, Cocklawelva, Rock</i> – FP, erection of a new dwelling and alterations to car parking and relocation of oil tank. Cllr. Mould took no part in the discussion of this item. NO OBJECTION.</p>	

<p>95/2008</p>	<p><u>Financial Matters</u></p> <p>a. <i>Accounts for Payment</i> – schedule No.2008/9-3, to the value of £1,868.34 was APPROVED for payment.</p> <p><i>Cornwall Association of Local Councils</i> – it was AGREED to make a voluntary contribution of £25.</p> <p>Cllr. Gisbourne left the Meeting at this point.</p> <p>b. <i>Risk Assessments</i> – Minute 79c/2007 refers. Cllrs. Mould and Gilbert advised, that in their opinion, no additional requirements of the Health and Safety and Financial risk assessments were required.</p> <p>c. <i>Bank Signatures</i> – Minute 79d/2007 refers. It was confirmed the three cheque signatories have been changed to be Cllrs. Gisbourne, Mould, and Rathbone.</p> <p>d. <i>Polzeath Hardstand Area</i> – Cllr. Gibson declared a personal interest, as she plays in St Minver Band. Council considered a suggestion, from the Parish Meeting, to make a contribution towards the cost of turfing the area. It was no action was needed at this time.</p> <p>e. <i>Daymer Bay Beach Cleaning Grant</i> – Mr Peter Godfrey had previously spoken to the Chairman and Clerk regarding payment of the Daymer Bay beach cleaning grant. He believes this is paid in arrears. The Clerk to check and advise Mr Godfrey accordingly.</p>	<p>Clerk</p>
<p>96/2008</p>	<p><u>Traffic Matters</u></p> <p>a. <i>Highways Working Group</i> – Paper attached. Council considered the recommendation, in the Parish Plan, to create a joint working party (with St Minver Highlands Parish Council). It was AGREED in principle to support this initiative. The Clerk to seek further information as to how many would be needed on a working party and whether the group should include other parishes in the new Unitary Authority “ward”.</p> <p>b. <i>Rock Road Parking</i> – Minute 50a/2008 refers. Council received feedback from a resident, regarding the pavement in Rock Road and the ‘no parking’ lines. The resident reports visitors are parking on the pavement and ignoring the white lines. He feels that until parking bays are installed, as requested by the Council, bollards are needed to prevent this parking, which obscures the road when exiting from Cocklawelva and makes it dangerous. The Clerk to advise the resident what is proposed and to enquire of Mr Allen, Highways when the work is due to start.</p> <p>c. <i>Advanced School Warning Improvements</i> – Council considered CCC proposals to improve the school warning signs. It was AGREED to support this initiative.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>97/2008</p>	<p><u>Trewint Playing Fields –</u></p> <p>a. <i>Children’s Play Area</i> – Minute 80a/2008 refers. Cllr. Gibson reported she had obtained a copy of the RoSPA report and comparing this with the see-saw, which has recently been removed from site, it might be possible to refurbish this item. From the 2008/9 budget, It was identified that £4,604 is no longer needed to “police” traders at Polzeath. A further £5,000, allocated for parish plan projects, could also be used for the play area.</p>	

	<p>b. <i>St Minver AFC</i> – Minute 80b/2008 refers. The Clerk reported there has been no word from the solicitor, regarding the draft licence with St Minver Football Club. A reminder has been sent.</p> <p><i>Site Visit</i> – Cllr. Stone usually carries out a site visit to the pavilion and grounds, now that the football season has ended. Cllr. Rathbone to assist.</p> <p>c. <i>St Minver Pre-School</i> – Minute 80c/2008 refers. A draft lease had been received from the solicitor. Cllr. Gibson will be give a copy to the Pre-school group for their comments.</p> <ul style="list-style-type: none"> • <u>Play Equipment</u> – it was confirmed the play equipment has been removed from the site. The Clerk to send thank you letters to those who helped, i.e. Messrs Ian Mably, Jonathan Hewitt, Richard and Hartley Hore. • <u>Car Boot Sale</u> – the Pre-School group had not received the letter from the Clerk, requesting confirmation the organisers had public liability cover of £5M, prior to the sale being held. A duplicate will be sent. <p>d. <i>Trewint Toilets</i> – Minute 80d/2008 refers. It was felt the toilets are in a poor condition and will need to be refurbished soon. Cllrs. Mould, Rathbone and Stone will visit and see what is needed.</p>	<p>Cllrs. Stone/ Rathbone</p> <p>Cllr. Gibson</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr. Mould, Rathbone & Stone</p>
98/2008	<p><u>Environmental Matters</u> –</p> <p>a. <i>Daymer Bay Toilets</i> – Minute 81c/2008 refers. There has been no response from Mr Mike Beckett, following the Council's decision to no longer act as middle-man in respect of the grant for beach cleaning. The Clerk to approach Mr Beckett to clarify if the grant is only payable to Parish Councils, and then to consider informing the other parties involved.</p> <p>The Chairman reported she has asked Mr Jolyon Sharpe, Beach Ranger, NCDC to organise a clean-up of Rock Beach to Brae Hill.</p>	<p>Clerk</p>
99/2008	<p><u>Website</u> – Minute 83/2008 refers. The Clerk reported the website is now up and running on www.stminver-lowlands.org.uk Email addresses for the Clerk and Chairman will be created, e.g. clerk@stminver-lowlands.org.uk The Clerk to put an announcement in <i>The Link</i>, <i>The Advertiser</i> and to prepare posters for the notice boards. Cllr. Gibson will supply a list of local organisations' websites. The Clerk to then seek permission for a link to our website to be created.</p>	<p>Clerk Cllr. Gibson</p>
100/2008	<p><u>Parish Council Elections</u> – Council considered four options for the timing of Parish Council elections and AGREED to support Option 4, to hold Town and Parish Council elections in May 2013. Clerk to advise Mr Eddy, CCC.</p>	<p>Clerk</p>
101/2008	<p><u>Documentation</u> –</p> <p>a. <i>Clerks & Councils Direct</i> – May 2008. Taken by Cllr. Mrs Mould.</p> <p>b. <i>Local Code of Conduct Complaints Process</i> – copy of the notice, from NCDC, which will appear in the <i>Cornish Guardian</i>.</p> <p>c. <i>Business Matters</i> – NCDC newsletter, Spring/Summer 2008.</p> <p>d. <i>Archaeology Alive</i> – Annual Report 2006-7. Taken by Cllr. Mrs Gibson.</p> <p>e. <i>NCDC Standards Committee</i> – Annual Report 2007-8.</p>	

102/2008	<u>Diary Dates –</u> a. <i>Planning Meeting</i> – 16 th June 2008. Cllr. Gilbert gave her apologies.	
103/2008	<u>Annual Report –</u> Copy of the report was made available at the Meeting. Council AGREED to adopt the report.	
104/2008	<u>Information Only/Future Agenda Items:</u> a. <i>SLCC Extraordinary Meeting</i> – to be held mid to late June (date TBC). Council were of the opinion that their concerns are well known to the One Cornwall Team. b. <i>Land Registration</i> – Minute 80e/2008 refers. The Clerk reported she had been in contact with the Land Registry and it has been agreed to defer registering the Trewint Playing Field until the lease with the Pre-school Group has been finalised. c. <i>Public Toilets</i> – Cllr. Mould that there is a new government investigation into the provision of public toilets, this could have implications for the toilets in the parish. d. <i>Affordable Housing</i> – Cllr. Rathbone gave a verbal report on the conference he had attended and left a handout for retention by the Council. e. <i>Wadebridge Car Park</i> – the lower car park is now locked at 9pm, to prevent access by “boy racers”. This had resulted in a number of cars being “imprisoned”. Members felt locking the car park at 9pm is too early and it was AGREED to write to Ms Elizabeth Benfield, Wadebridge Town Clerk, requesting the car park is not locked until 11pm. f. <i>Missing “No Parking at any time” Sign</i> – it was AGREED the Clerk will report to Mr Allen, Highways the sign opposite the Mariners’ Pub has been removed.	Clerk Clerk

Signature: (Cllr. Mrs Carol Mould)
Chairman

Date: 7th July 2008