



**St MINVER LOWLANDS PARISH COUNCIL**  
**MINUTES OF THE FULL COUNCIL MEETING**  
**HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHAPEL**  
**ON MONDAY, 16<sup>th</sup> FEBRUARY 2009 @ 7.30pm**

Present: Cllr. Mrs Mould (Chairman)      Cllr. Mrs Gibson      Cllr. Miss Gilbert  
 Cllr. Gisbourne (PC/NCDC)      Cllr. Mrs Morgan      Cllr. Stone  
 Cllr. Strong      Cllr. Mrs Webb      Mrs Thompson (Clerk)

Minute	AGENDA ITEMS	Action
	<p><u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed those present, with a particularly warm welcome Mr David Wills and Cllr. Fred Bickham (Highlands).</p> <p>Mr Wills spoke regarding 20e/2009. He explained NCDC were insistent some of the proposed new development must be for renting. However, the St Minver CLT will be able to decide who receives the housing. He advised Highways had undertaken to look into the road access.</p> <p>He added the road from Pityme Ind. Est. through the entrance to Cant Farm down to Porthilly Farm is in a poor state of repair. Cllr. Morgan said the road from Trewiston Farm entrance through to Daymer Bay turning is also in a poor state. The Clerk to report to Highways.</p>	Clerk
16/2009	<u>Apologies for Absence</u> – Cllr. Rathbone (leave); Cllr. Lofthouse was not present.	
17/2009	<p><u>Members' Declarations:</u></p> <p>a. <u>Declarations of Interest, in Accordance with the Agenda</u> – Cllr. Gibson in 20a/2009; Cllr. Mould in 20c/2009; Cllr. Webb in 20f/2009.</p> <p>b. <u>Declarations of Gifts over £25</u> – none</p>	
18/2009	<p><u>Minutes of Meetings:</u></p> <p>a. <i>Full Council Meeting</i> – 5<sup>th</sup> January 2009, <b>AGREED</b> as a true record.</p> <p>b. <i>Planning Meeting</i> – 19<sup>th</sup> January 2009, <b>AGREED</b> as a true record.</p> <p>c. <i>Rock Road Traffic Public Meeting</i> – 20<sup>th</sup> January 2009, notes only.</p> <p>d. <i>Polzeath Policing</i> – 15<sup>th</sup> January 2009, notes only. Minute 28a/2009 refers.</p>	
19/2009	<p><u>Outside Bodies/Reports</u> –</p> <p>a. <i>Police</i> – PC Taylor was not present.</p> <p>b. <i>County Council</i> – Cllrs. Brewer and Rowe were not present.</p> <p><u>Unitary Council Logo</u> – word has been received, on the grapevine, that the much talked of new logo has been dropped from the agenda.</p>	

	<p><u>Electoral Review</u> – Members looked at the three possible boundary choices for the Wadebridge area, and expressed a preference for option 2. Paperwork to be retained on file.</p> <p><u>Local Development Framework</u> – the “How do your settlements function?” survey form was completed by Cllr. Morgan.</p> <p>c. <i>District Council</i> – Cllr. Gisbourne was not present at this point.</p> <p>d. <i>St Minver Highlands Parish Council</i> – a copy of the December Minutes were made available at the Meeting.</p> <p>e. <i>Padstow Harbour Commission</i> – a copy of the December Minutes were made available at the Meeting.</p> <p>Noted a vacancy has arisen for a Commissioner to represent Rock Noted Capt. Atkinson has emailed to say he will raise the possibility of increasing the car parking at Rock with the Commissioners.</p>	<p>Clerk</p> <p>Clerk</p>
<p>20/2009</p>	<p><u>Planning Applications</u> –</p> <p>a. <i>2008/02287, Land Adjacent to Pityme Park</i> – Revised Plan, erection of 23 affordable residential units including open space provision and associated infrastructure. Cllr. Gibson spoke to this item and then left the Meeting. <b>OBJECT</b> on the following grounds:</p> <ul style="list-style-type: none"> <li>• Members do not believe the 70 meters visibility splay is achievable to the west. The drawing BH08093/D04 appears to be inaccurate, i.e. the drawing did not show any other structures such as telegraph poles, walls, fences and planting; nor does it show that only one apartment block is currently proposed for the site.</li> <li>• It was mentioned at the site meeting that it might be an option to build the junction out and also use this as a traffic calming measure. Whilst Members welcome, in principle, any traffic calming measures for the village, it is not felt to be appropriate to reduce this particular road to single lane traffic, as it serves the nearby industrial estate.</li> <li>• Members do not believe it is possible to achieve the minimum guideline of 90cm without narrowing the road, which Members do not feel to be appropriate.</li> <li>• Furthermore, Members do not believe that moving the 30 mile sign back will result in the desired reduction in traffic speed.</li> </ul> <p>b. <i>2009/00013, 28 St Moritz Village, Trebetherick</i> – FP, revised design to previously approved balcony and patio doors to rear of property. <b>NO OBJECTION.</b></p> <p>c. <i>2009/00042, 9 Penmayne Villas, Rock</i> – FP, erection of a PVCu conservatory to rear. Cllr. Mould left the meeting. <b>NO OBJECTION.</b></p> <p>d. <i>2009/00046, Barn, Trewint Lane</i> – Lifting of Condition 2 on Decision Notice no.2006/01684, namely the occupation of the property shall be limited to a qualifying person as defined in Appendix 3 of the Council’s adopted Community Benefits Supplementary Planning Guidance – September 2005. <b>OBJECT</b> on the grounds the original sale was to enable a local person to have an affordable home in the area, we feel the lifting of this condition is, therefore, wholly inappropriate and contrary to the spirit of the section 106 agreement. We note from the accompanying paperwork a similar barn conversion in St Issey had its s.106 lifted, however, we do not feel this is appropriate in this case. We would emphasise this condition</p>	

	<p>was imposed from the outset and the developer knew this. There also appears to be a discrepancy in the size of the site, which appears to be reduced from the earlier application. Members of the public have also been in touch and made their feelings known.</p> <p>e. <i>2009/00099, Land at Penmayne, Rock</i> – FP, erection of 12 no. dwellings (8 no. affordable homes and 8 no. rented homes). <b>SUPPORT</b>, in view of the success of the first development we wholeheartedly support the second phase. Members are particularly pleased the St Minver CLT is to have the right to allocate the properties to local people.</p> <p>f. <i>2009/00108, Penworthy, Rock Road</i> – FP, alterations and extensions to existing detached bungalow and comprising a new roof with bedroom accommodation at first floor level with associated external works. <b>NO OBJECTION.</b></p> <p>g. <i>2009/00140, Polzeath Community Church, Tubestation</i> – FP, installation of photovoltaic system, comprising 24 units mounted above the existing slate roof, each panel measures 1570mm by 798mm and will be fixed to rafters, then attached to the roof via aluminium rails, the whole array will stand approximately 100mm above the existing roof. <b>NO OBJECTION.</b></p> <p>h. <i>2009/00152, Olive House, Rock Road</i> – FP, erection of extensions to include single storey extensions and second floor extension over existing flat roof. <b>NO OBJECTION.</b></p> <p>i. <i>2009/00176, Penworthy, Rock Road</i> – FP, revised design to previously approved 2007/00120 for the erection of house and garage. <b>NO OBJECTION.</b></p> <p>j. <i>2009/00180, Wakehurst, Sandy Hills</i> – FP, erection of dormer extension. <b>NO OBJECTION.</b></p>	
<p><b>21/2009</b></p>	<p><u>Other Planning Matters</u> –</p> <p>a. <i>2007/02354, Tristram Steps, Higher Tristram</i> – FP, erection of a dwelling (with septic tank) within the garden area of Tristram Steps and the construction of a replacement septic tank for Hr. Tristram. An informal appeal is to be held in The Dining Room, Mount Folly Square, Bodmin on 18<sup>th</sup> February 2009 at 10am.</p> <p>b. <i>Ham Field Development</i> – Council to consider the suggestion to name the 4 open market properties 1-4 Ham Field and the affordable properties 1-4 Ham Close. Members had no comment to make.</p> <p>c. <i>Planning and Regeneration</i> – Minute 32h/2009 refers. The information sheet sets out how the “<i>partnership working with Town and Parish Councils</i>” will work. Under “<i>What’s been decided so far?</i>” it states: “<i>Delegated Powers...Local ward members can call up major and minor applications to committee but not others, so householder applications can only be dealt with at officer level...</i>” Members considered this may be an unacceptable loss of influence. The Clerk to seek clarification as to whether or not this is the case; and to inform Highlands.</p> <p>d. <i>Planning Appeal</i> – Land Adj. to Peppercorn Cottage, Penmayne – any representations, which Members may wish to make on this appeal, must be submitted by 20<sup>th</sup> March 2009. Members’ earlier comments will be submitted to the Planning Inspector.</p> <p>e. <i>Validation of Planning Applications</i> – Members are being invited to</p>	<p>Clerk</p> <p>Clerk</p>

	consult on this document, by viewing: <a href="http://www.ncdc.gov.uk/media/adobe/7/3/validationconsultationversion.pdf">www.ncdc.gov.uk/media/adobe/7/3/validationconsultationversion.pdf</a>	
<b>22/2009</b>	<p><u>Planning Applications Granted by NCDC –</u></p> <p>a. 2008/02165, <i>Boskenna, Daymer Lane</i> – erection of extension to kitchen and conversion of integral garage into accommodation.</p> <p>b. 2008/02174, <i>Greenaway Reach, Trebetherick</i> – demolition of existing dwelling and erection of a new dwelling.</p> <p>c. 2008/02199, <i>Delphy, Rock Road</i> – retention of a timber garden shed.</p> <p>d. 2008/02226, <i>Lower Strand, Rock Road</i> – erection of bike and surfboard store.</p> <p>e. 2008/02227, <i>Canon Heath, Rock Road</i> – erection of extensions and general upgrading.</p>	Information
<b>23/2009</b>	<p><u>Planning Applications Refused by NCDC –</u></p> <p>a. 2008/01996, <i>Primrose Cottage, Rock</i> – erection of detached garage and first floor window in gable end of dwelling.</p> <p>b. 2008/02175, <i>Wakehurst, Sandy Hills, Rock</i> – formation of a dormer extension and erection of ground floor extension with balcony over.</p>	Information
<b>24/2009</b>	<p><u>Planning Applications Withdrawn –</u></p> <p>a. 2008/02306, <i>St Wendron, Rock Road</i> – replacement of existing dwelling with a new two storey five bedroom dwelling.</p>	Information
<b>25/2009</b>	<p><u>Financial Matters –</u></p> <p>a. <i>Accounts for Payment</i> – schedule No.2008/9-11, totalling £23,074.87 have been signed, under emergency measures. It was noted the payment to Playline Design Ltd. will not be released until the second grant instalment from NCDC has been cleared by the bank.</p> <p>b. <i>Earmarked Reserves</i> – £500 earmarked reserves were confirmed as being for the Play Equipment Fund (Minute 160b/2008 refers).</p>	
<b>26/2009</b>	<p><u>Traffic Matters</u></p> <p>a. <i>Rock Road Improvement Scheme</i> – Minute 07a/2009 refers. The issues raised at the public meeting have been referred to the Joint Highways Committee for follow up action.</p> <p>b. <i>Keiro Lane</i> – Minute 07b/2009 refers. Mr Viv Bidgood, Highways advises “...that remedial works are programmed in the near future to resolve the poor quality patching that was undertaken recently...”</p> <p>c. <i>Trewiston Lane</i> – Minute 07c/2009 refers. Mr Viv Bidgood, Highways advises “I have been informed that this pothole (between Trewiston Farm and Trewiston Nursing Home) has now been filled.”</p> <p>d. <i>Highway Service Re-organisation</i> – w.e.f. 1<sup>st</sup> January 2009 the Regional Engineer (covering St Columb) is Mr Paul Allen and the Area Highway Manager is Mr Brian Doney.</p> <p>e. <i>Road Closure</i> – Camel Road, St Minver will be closed, 24 hours a day, from 2<sup>nd</sup> April 2009 for approximately 3 weeks.</p>	
<b>27/2009</b>	<p><u>Trewint Playing Fields –</u></p> <p>a. <i>Children’s Play Area</i> – Minute 08a/2009 refers.</p>	

	<p>Noted our application for £675 from their Members' Grant Fund for play panels plus £453 for litter bins, has resulted in grants of £875 being received.</p> <p>A letter has been received from Highlands asking: <i>"How much has been received, to date, towards purchasing the equipment and what has been ordered? Highlands is happy to support this project and would welcome the Playground Group to suggest a specific item that the Parish Council could purchase/make a contribution towards."</i> It was <b>AGREED</b> to invite Highlands to contribute towards the cost of a "Cottage Shelter". A further £2,750 has been promised from the Playfinder Fund for this purpose.</p> <p>Cllr. Gisbourne arrived at this point.</p> <p>It was <b>AGREED</b> the Clerk should approach Mrs Priscilla Baxter of Trebetherick Residents' Association, and request consideration be given to making a donation to the play equipment fund.</p> <p>Cllr. Mould reported the drain in the Trewint car park was blocked during the recent high waterfall. The Clerk to ask Mr Mark Meneer to "rod" them.</p> <p>b. <i>Land Registration</i> – Minute 08c/2009 refers. Trewint Playing Fields, including the public toilets has been registered with the Land Registry. Cllrs. Strong and Stone will check for accuracy and bring to the next meeting.</p> <p>a. <u>Address</u> – it was <b>AGREED</b> not to have a second address registered.</p> <p>b. <u>Conveyance Documentation</u> – it was <b>AGREED</b> a suitable "home" for the documents is in the Council Chamber.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllrs. Stone/ Strong</p> <p>Clerk</p> <p>Clerk</p>
<p><b>28/2009</b></p>	<p>Polzeath –</p> <p>a. <i>Polzeath Police Fund</i> – Minute 09a/2009 refers. Members reconsidered their contribution to the fund, following the meeting with the Police and Highlands on 15<sup>th</sup> January 2009. (Notes of the meeting were circulated to Members.) It was <b>AGREED</b> to make a contribution of £2,500 for 19 days this year, but it is hoped it would be possible to cease payments altogether in the future. A draft letter, to Polzeath businesses requesting donations towards the Police Fund, was circulated at the meeting. It was <b>AGREED</b> to send this to Highlands for distribution.</p> <p><i>OMG Events</i> – Mrs Annie Comyn, has emailed with details of a programme of events, scheduled to run from Thursday, 9<sup>th</sup> July to Wednesday 22<sup>nd</sup> July at Carruran Farm. It was <b>AGREED</b> the Clerk should invite her to meet with them. Cllr. Gisbourne thought any Entertainment Licence should be renewed annually.</p> <p>b. <i>Polzeath Voluntary Marine Wildlife Area (PVMWA)</i> – Mr Jolyon Sharpe advises a meeting was scheduled for Tuesday, 10<sup>th</sup> February 2009, 7pm at the Tubestation, for those <i>"...who enjoy Polzeath's natural environment to help guide and advise the development and evolution of the services provided by the Wildlife Area."</i></p>	<p>Cllr. Gilbert</p> <p>Clerk</p>
<p><b>29/2009</b></p>	<p><u>Environmental Matters</u> –</p> <p>a. <i>Benches</i> – Minute 10a/2009 refers. The benches have been checked and found not to be in need of repair.</p> <p>It was clarified the Council does not have the authority to grant the request to erect a memorial bench on the Greenaway.</p>	<p>Clerk</p>

	<p>b. <i>Daymer Lane Footpaths</i> – Minute 10c/2009 refers. Cllr. Stone reported he had reviewed the Definitive Map. Members felt this was not something they wished to pursue at this time.</p> <p>c. <i>Shoreline Management Plan Review</i> – Minute 10d/2009 refers. Cllr. Gilbert reported she will action the invitation to participate in the initial stage of the review process, by completing a questionnaire and response form.</p> <p>d. <i>Footpath No.7</i> – which runs through Trewiston farmyard, was reported to the Access Team, CCC as apparently the footpath is blocked by a new building and general passage through the path is very difficult due to farm manure etc. They have responded to say they are unable to do anything, other than visit the site, until after the PPIP is complete.</p> <p>e. <i>Dog Fouling</i> – Minute 14b/2009 refers. Padstow Harbour Commissioners have advised they will renew the signage at the bottom of Rock and “...attempt to keep a closer eye out for culprits...”. They suggest the Council might wish to negotiate with NCDC for the provision of a dog waste bin. Noted NCDC advises that dog waste can be placed in ordinary litter bins.</p>	Cllr. Gilbert
30/2009	<p><u>Council Chamber</u> –</p> <p>a. <i>Cleaner</i> – Minute 14a/2009 refer. Mr Mark Meneer has declined to act as Cleaner for the Council Chamber. It was <b>AGREED</b> Cllr. Gilbert should approach the Church cleaner to see if she might be interested.</p> <p>It was reported Mr Meneer is doing a good job with the refurbishment of the Trewint toilets. Cllr. Stone was authorised to employ the services of an electrician.</p> <p>b. <i>Interior Decoration</i> – noted redecoration of the church and stairwell was begun w/c 9<sup>th</sup> February 2009.</p>	Cllr. Gilbert  Cllr. Stone
31/2009	<p><u>Council Documentation</u> –</p> <p>a. <i>Standing Orders</i> – deferred to the March Meeting.</p> <p>b. <i>Financial Regulations</i> – deferred to the March Meeting.</p>	
32/2009	<p><u>Documentation</u> –</p> <p>a. <i>Charity Street Collections</i> – letter from NCDC advising of their policy, which is to permit organisations to book six collections per town per calendar year, but only one collection per town in a single month, with exceptions for national campaigns and carnivals. Applications, which fall outside this policy, will be reviewed individually.</p> <p>b. <i>2007 Code of Conduct Training</i> – certificates of attendance were presented to Cllrs. Morgan and Strong.</p> <p>c. <i>Clerks &amp; Councils Direct</i> – January 2009.</p> <p>d. <i>Royal Cornwall Hospitals Trust</i> – annual report and accounts can be viewed on <a href="http://www.rcht.nhs.uk">www.rcht.nhs.uk</a>.</p> <p>e. <i>Community Safety Partnership</i> – Members are invited to comment on the new structure, following introduction of the Unitary Authority on 1<sup>st</sup> April 2009. Taken by Cllr. Mould.</p> <p>f. <i>Public Consultation (Licensing)</i> – Members are invited to comment on the Unitary Authority’s draft Licensing Policy and Statement of</p>	

	<p>Principles, which can be viewed <a href="http://www.onecornwall.cornwall.gov.uk">www.onecornwall.cornwall.gov.uk</a> Deadline for responses is 11<sup>th</sup> March 2009.</p> <p>g. <i>One Cornwall</i> – newsletter, January 2009.</p> <p>h. <i>Planning and Regeneration</i> – information sheet.</p> <p>i. <i>Countryside Access Forum</i> – vacancies exist on the Forum. Closing date 17<sup>th</sup> April 2009.</p> <p>j. <i>NCDC Building Control Newsletter</i> – January 2009.</p> <p>k. <i>Minerals &amp; Waste</i> – the annual monitor report for 2007/8 can be viewed on <a href="http://www.consult.cornwall.gov.uk/portal/planning">www.consult.cornwall.gov.uk/portal/planning</a>.</p> <p>l. <i>Street Collections</i> – Members are invited to consult, via <a href="http://www.one.cornwall.cornwall.gov.uk">www.one.cornwall.cornwall.gov.uk</a>. Closing date for comments is 29<sup>th</sup> April 2009.</p> <p>m. <i>Calor Village of the Year</i> – Council declined to enter the 2009 competition.</p> <p>n. <i>NCDC Strategic Beach Management Plan</i> – Members are invited to comment by 20<sup>th</sup> February 2009. Taken by Cllr. Mould.</p>	
<p><b>33/2009</b></p>	<p><u>Diary Dates</u> –</p> <p>a. <i>St Piran's Day</i> – 5<sup>th</sup> March 2009. It was <b>AGREED</b> to grant making St Piran's Day a holiday for its employee.</p> <p>b. <i>Granny's Kitchen</i> – Thursday, 26<sup>th</sup> February 2009, 6pm at Carruan Farm. Organised by the St Minver History Society.</p>	
<p><b>34/2009</b></p>	<p><u>Information Only/Future Agenda Items:</u> –</p> <p>a. <i>Cllr. Gisbourne</i> – reported he has met with the new Unitary Authority Chief Executive. The rates will be increasing by 2.8% in the NCDC area. Affordable housing will be a major priority for One Cornwall. He said the reason St Minver is getting so much affordable housing is that the section 106 money (from all the earlier developments in the parish) must be spent locally.</p>	

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

Date: 2<sup>nd</sup> March 2009