



St MINVER LOWLANDS PARISH COUNCIL
MINUTES OF THE ANNUAL COUNCIL MEETING
HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHAPEL
ON TUESDAY, 5th MAY 2009 @ 7.30pm

Present: Cllr. Mrs Mould (Chairman) Cllr. Mrs Gibson Cllr. Miss Gilbert
 Cllr. Mrs Morgan Cllr. Rathbone Cllr. Strong
 Cllr. Mrs Webb Cllr. Brewer (CC) 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 to Mr & Mrs Guest, who addressed the Council regarding 72a/2009. Mr Guest provided a copy of a letter he has written to Cornwall Council regarding this planning application. His main points for opposing the plans are that it will acerbate traffic problems in the area and that there are other more suitable sites. This would destroy a natural habitat in an SSSI. He also objected to the way planning applications are being dealt with, and the apparent lack of public consultation and the loss of accountability. Cllr. Mould said she understood there will be no site meetings and County Members can request (but not demand) that an application goes to Committee for decision.</p> <p>Mr Wills spoke regarding 72b/2009. His daughters had submitted this planning application, which is outside the development boundary, but is for affordable housing for local people.</p>	
64/2009	<u>Election of Chairman</u> – it was unanimously AGREED to elect Cllr. Mould as Chairman for 2009/10.	
65/2009	<u>Election of Vice Chairman</u> – it was unanimously AGREED to elect Cllr. Gilbert as Vice-Chairman for 2009/10.	
66/2009	<p><u>Acceptance of Office:</u></p> <p>a. Chairman – Cllr. Mould signed the Chairman's Acceptance of Office.</p> <p>b. <i>Vice Chairman</i> – Cllr. Gilbert signed the Vice-Chairman's Acceptance of Office.</p>	
67/2009	<u>Apologies for Absence</u> – Cllr. Stone (leave). Cllrs. Gisbourne and Lofthouse were not present.	
68/2009	<p><u>Members' Declarations:</u></p> <p>a. <u>Declarations of Interest, in Accordance with the Agenda</u> – Cllr. Webb in 72c/2009</p> <p>b. <u>Declarations of Gifts over £25</u> – none</p>	Clerk to record

69/2009	<p><u>Minutes of Meetings:</u></p> <p>a. <i>Full Council Meeting</i> – 6th April 2009, AGREED as a true record.</p> <p>b. <i>Planning Meeting</i> – 20th April 2009, AGREED as a true record.</p>	
70/2009	<p><u>Council Committees/Appointments to Outside Bodies</u> –</p> <p>a. <i>Emergency Officer</i> – it was AGREED to elect Cllr. Stone to this post, in his absence.</p> <p>b. <i>Footpaths Liaison</i> – it was AGREED to elect Cllr. Mould to this post.</p> <p>c. <i>Highways Liaison</i> – it was AGREED to elect Cllr. Mould to this post.</p> <p>d. <i>Playing Fields Committee</i> – it was AGREED to elect Cllrs. Gibson, Gilbert, Medland, Stone and Webb to this Committee.</p> <p>e. <i>Police Liaison</i> – it was AGREED to elect Cllr. Gilbert to this post.</p> <p>f. <i>Rock Institute</i> – Cllr. Gisbourne is a Member in his own right.</p> <p>g. <i>St Minver Cemetery Committee</i> – it was AGREED to elect Cllrs. Mould and Medland to this Committee.</p> <p>h. <i>St Minver Pre-School Liaison</i> – it was AGREED to elect Cllr. Gibson to this post.</p> <p>i. <i>St Minver Football Club Liaison</i> – it was AGREED to elect Cllr. Mould to this post.</p> <p>j. <i>St Minver School Representative</i> – Cllr. Medland is a School Governor in her own right.</p> <p>k. <i>Tree Officer</i> – it was AGREED to elect Cllr. Gibson to this post. The Clerk to provide her with a copy of a plan of TPOs in Lowlands Cllr. Gibson left the Meeting at this point.</p>	Clerk
71/2009	<p><u>Outside Bodies/Reports</u> –</p> <p>a. <i>Police</i> – PC Taylor was not present.</p> <p>b. <i>County Council</i> – Cllr. Brewer said he no longer receives a copy of planning applications and must attend Council Meetings in order to view plans. He advised that he understands Cllr. Dawe and Mr Brian Gisbourne will be standing in this ward.</p> <p>c. <i>St Minver Highlands Parish Council</i> – a copy of the April Minutes were made available at the Meeting.</p> <p>Members felt that rather than attend every Highlands' Meeting, it would be more advantageous to attend when there is something specific affecting both areas. The Clerk to contact Mrs Hyland and express this view and request a copy of the Agenda.</p> <p>d. <i>Padstow Harbour Commission</i> – a copy of the April Minutes were made available at the Meeting. Cllr. Gilbert reported that an extension to the Rock Car Park is still on the agenda.</p> <p>e. <i>Joint Highways Working Party</i> – Cllr. Mould said a meeting had been held and the problems with Coppers' Corner and Rock Road were discussed. She reported that Highways cannot see any possibility of installing a pedestrian at the former location. They are considering proposals regarding Rock Road, but point out they have no funds for this work.</p>	Clerk

	f. <i>Planning Forum</i> – Minutes together with a Bulletin from Mr Phil Mason, Head of Planning Services were made available.	
72/2009	<p><u>Planning Applications</u> – Cllr. Mould reported a conversation she had with a Planning Officer, and indicated that it would appear a ‘phone call will be made to the Council, instead of a letter, in instances where the outcome of an application differs from the Parish Council’s view point.</p> <p>a. 2009/00556, <i>Daymer Bay Golf Clubhouse</i> – FP, change of use from clubhouse to B1 to incorporate office, workshop and storage accommodation and associated land for the use of car and boat parking. OBJECT on the ground the access for trailers/boats, in particular, is totally inadequate as the approach lane is single track, access from the bottom of the hill from Rock Road is grid locked for most of the summer and would be unacceptable andacerbate an already difficult traffic situation; the site is outside the development boundary; and is a designated SSSI and is believed to be a Special Area of Conservation.</p> <p>b. 2009/00595, <i>Land Adj. to Penmayne, Rock Road</i> – OP, erection of sixteen affordable dwellings for local people. Members expressed concern this site is outside the development boundary and will add to the pressures on the existing infrastructure. They wanted to see more provision for smaller units for single people. This was such a difficult decision that it was AGREED to defer the matter to the Planning Meeting on 18th May 2009.</p> <p>c. 2009/00599, <i>Pentewan, Tristram Lane, Polzeath</i> – FP, amended details to previously approved application for first floor extension to rear of existing house, external works to provide decked terrace and carparking space and replacement of external joinery under 2009/00190. Cllr. Webb declared a prejudicial interest and left the Meeting, whilst this item was discussed. OBJECT on the grounds the decking area is disproportionate to the surrounding landscape and will have a visual impact on the coastal footpath and Tristram car park, which is a designated OAL.</p>	May Planning Meeting
73/2009	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – schedule No.2009/10-02, totalling £5,488.46 were APPROVED for payment. The Clerk pointed out that the cheque numbers on the schedule and vouchers are wrong, because the cheque book (currently in use) was not returned by the Internal Auditor. She will pursue.</p> <p>Cllr. Strong advocated seeking an alternative quotation for our insurance cover. Cllr. Gisbourne has the insurance documentation, the Clerk to retrieve and obtain a fresh quotation.</p> <p>It was clarified that the £600 cost of installing the base for the playground shelter is to come from the Playground account. The insurance premium for the relevant portion of the insurance premium will be paid from the Parish Council’s account.</p> <p>The Clerk pointed out the funds in the current account is low and it was AGREED to transfer £5,000 from the investment account. Noted £5,870 VAT refund is expected.</p> <p>The toilet doors are sticking and Mr Mark Meneer has been informed.</p> <p>b. <i>End of Year Accounts</i> – Council accepted and signed the accounts. The Clerk to submit them to the External Auditor.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>Noted the P35 returns to the Inland Revenue were made on-line, which should result in an allowance of £75 to the Council.</p> <p>c. <i>Website</i> – Council received a quotation from ICT Connect Ltd. for its website services for the year June 2009 – May 2010, at a cost of £300+VAT. It was AGREED to accept the quotation.</p>	Clerk
74/2009	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Children’s Play Area</i> – Minutes 55a/2009 and 57a/2009 refers. Cllr. Gilbert said the ground under the “space net” may need safety flooring. The wording on the notice has been agreed and Cllr. Stone will arrange for printing.</p> <p><i>Health & Safety Inspections</i> – Cllr. Rathbone produced a list of health and safety inspectors. It was felt that an annual safety inspection was sufficient.</p> <p>b. <i>Dog Control Order, Trewint Playing Field</i> – Cllr. Rathbone explained that to institute a dog control order a proposal must be submitted to Mr Paul Williams, Senior Environmental Officer, Cornwall County, giving our reasons for making the request, e.g. keeping children safe from dog faeces and giving a “due date”, after which we can proceed. We must then advertise in the press, and give 28 days for representations to be made. At the end of the consultation period, we then make a decision to continue and “no dog” notices must be displayed. Any changes to the initial proposal would result in the process restarting. The Clerk to action.</p>	Clerk
75/2009	<p><u>Environmental Matters</u> –</p> <p>a. <i>Agency Agreement</i> – Minute 58d/2009 refers. Cllr. Morgan advised she has not yet finished her investigation into the reduction in the annual payment. The documentation to be returned to the Clerk on completion.</p>	
76/2009	<p><u>Polzeath</u> –</p> <p>a. <i>Police Fund</i> – Minute 59b/2009 refers. Cllr. Mould advised that no decision had yet been made, regarding whether any donations received should (1) be offset against the Parish Councils’ contributions; (2) used to increase Police coverage or (3) put in the “pot” for future years. The Clerk to request Mrs Hyland to organise a meeting to discuss these points.</p>	Clerk
77/2009	<p><u>Council Chamber</u> –</p> <p>a. <i>Cleaner</i> – Minute 60a/2009 refers. Cllr. Gilbert is pursuing the possible appointment of a cleaner.</p>	
78/2009	<p><u>Documentation</u> –</p> <p>a. <i>Victoria County History of Cornwall</i> – Minute 12h/2008 refers. Whereabouts of the book <i>Cornwall and the Cross, Christianity 500-1560</i> to be monitored. Cllr. Morgan to return this book.</p> <p>b. <i>Boundary Review</i> – the Boundary Committee for England has advised their final recommendations for Cornwall will not be published until the end of September 2009.</p> <p>c. <i>Public Sector Equality Duties</i> – advance warning of the new duties which will apply when the new Act comes into force in 2011.</p>	Cllr. Morgan

	<ul style="list-style-type: none"> d. <i>Over 50s Leisure Week</i> – 16th to 25th May, booklet of activities. e. <i>Information Commission</i> – CD to assist in our responsibilities under the Freedom of Information Act. 	
79/2009	<u>Diary Dates</u> – <ul style="list-style-type: none"> a. <i>Lowlands Parish Meeting</i> – 20th May 2009, 7.30pm. 	
80/2009	<u>Information Only/Future Agenda Items:</u> – <ul style="list-style-type: none"> a. Nil items. 	

Signature: (Cllr. Mrs Carol Mould)
Chairman

Date: 1st June 2009