



**St MINVER LOWLANDS PARISH COUNCIL**  
**MINUTES OF THE COUNCIL MEETING**  
**HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHAPEL**  
**ON MONDAY, 7<sup>th</sup> JUNE 2010 @ 7.30pm**

Present: Cllr. Mrs Mould (Chairman)      Cllr. Mrs Gibson      Cllr. Gilbert  
 Cllr. Gisbourne (PC/CC)      Cllr. Rathbone      Cllr. Strong  
 Cllr. Mrs Webb      Mrs Thompson (Clerk)

Minute	AGENDA ITEMS	Action
	<u>Chairman's Welcome and Public Forum</u> – the Chairman welcomed those present.	
<b>71/2010</b>	<u>Apologies for Absence</u> – Cllr. Blewett, Morgan and Taper (all on leave).	
<b>72/2010</b>	<u>Members' Declarations:</u> a. <i>Declarations of Interest, in Accordance with the Agenda</i> – Cllr. Gilbert in 77d/2010 b. <i>Declarations of Gifts over £25</i> – none c. <i>Register of Members' Interests</i> – CC Democratic Services reminds Members of the need to keep their Interests' form up-to-date. The Clerk to provide Cllr. Gilbert with a form for completion	Clerk to record  Clerk / Cllr. Gilbert
<b>73/2010</b>	<u>Minutes of Meetings:</u> a. <i>Full Council Meeting</i> – 4 <sup>th</sup> May 2010, <b>AGREED</b> as a true record. b. <i>Planning Meeting</i> – 17 <sup>th</sup> May 2010, <b>AGREED</b> as a true record.	
<b>74/2010</b>	<u>Outside Bodies/Reports</u> – a. <i>Police</i> – PC Taylor sent his apologies (leave). b. <i>County Council</i> – Cllr. Gisbourne advised that there are three planning applications from supermarkets in the pipeline, which will all be dealt with together. The burger van, trading in New Polzeath was mentioned, together with the double yellow lines which have “appeared” in the village. Cllr. Gibson queried the “No Parking”, which has appeared in the road on Plain Street. Cllr. Gisbourne will investigate both matters.  <u>Procurement Through CC</u> – Minute 62b and Clerk's letter to Members refers. Council received the response from Ms Sally Lewis, regarding Members' request that CC provides countywide insurance cover. No further action.  <u>CC Webcast</u> – CC meetings will be webcast live (for a trial period) commencing 11 <sup>th</sup> May, or the “archive” version can be viewed from the following day.  <u>Empty Homes Strategy</u> – Ms Carly Johnson, CC has emailed to	Cllr. Gisbourne

	<p>advise this draft strategy can be viewed on <a href="http://www.cornwall.gov.uk/emptyproperties">www.cornwall.gov.uk/emptyproperties</a>; closing date for comments is 24<sup>th</sup> June 2010.</p> <p>c. <i>St Minver Highlands Parish Council</i> – the April and May Minutes were made available at the Meeting.</p> <p>d. <i>Padstow Harbour Commission</i> – a copy of the April Minutes were made available at the Meeting.</p> <p>e. <i>Parish Plan Committee</i> – the Committee is in the process of gathering evidence on the various aspects of the Parish Plan, with a view to revising it. An information leaflet was made available at the Meeting.</p> <p>f. <i>Community Network</i> – Ms Lisa Riches advises the June Meeting has been rescheduled to Wednesday, 23<sup>rd</sup> June 2010 at 7pm, at Egloshayle Pavilions (to avoid clash with RCS).</p>	<p>Cllrs. Mould / Webb</p>
<p><b>75/2010</b></p>	<p><u>Planning Applications</u> –</p> <p>a. <i>2010/00616, Flordene, Worthy Hill, Trebetherick</i> – FP, construction of timber framed boat shed and store. Deferred from the May Planning Meeting. <b>NO OBJECTION.</b></p> <p>b. <i>2010/00618, The Mariners, Rock Road</i> – FP, extension for new entrance to first floor restaurant. Deferred from the May Planning Meeting. <b>NO OBJECTION</b>, but Members were concerned that the application would result in the pedestrian walkway being reduced, to the detriment of all road users and add to the general congestion in the area. Concern was expressed that Highways did not have a view on the matter.</p> <p>c. <i>2010/00626, 1 The Terrace, Rock</i> – application for works to trees covered by a Tree Preservation Order, namely the foliage on the Holm Oak (T20) needs to be reduced. <b>NO OBJECTION.</b></p> <p>d. <i>2010/00637, 4 Lower Greenbanks, Rock</i> – demolition of house and replace with new house with additional loft level. <b>NO OBJECTION</b>, but Members expressed concern regarding over development of the site and that the scale of the building will dwarf the adjacent bungalow.</p>	
<p><b>76/2010</b></p>	<p><u>Traffic Matters</u></p> <p>a. <i>Trewiston Lodge</i> – Minute 64a/2010 refers. Mr Colin Lewis, Highways has agreed to install additional warning signs and 'SLOW' markings in the carriageway.</p> <p>b. <i>Double Yellow Lines</i> – Minute 64b/2010 refers. To date there has been no response from St Endellion, but St Minver Highlands feel that any further decision on the proposed double yellow lining cannot be made without detailed costings from Highways.</p> <p>Mr Brian Doney, Highways advises they are unable to guarantee a fixed price for the consultation, though it is generally thought it would be unlikely to increase to more than £4,800.</p> <p>Some 24 emails had been received on this matter and had been sent a standard response. Letters from residents were read to the Meeting. All views will be given due consideration. It was <b>RESOLVED</b> to send copies of the emails and both letters to Mr Brian Doney and Ms Sarah Sims and to request Highways responds, as we do not have the necessary knowledge.</p>	<p>Clerk</p>

	<p>Ms Sarah Sims has emailed to report Highways position: “All traffic signs and road markings erected on the highway are controlled by statute, principally <i>The Traffic Signs Regulations and General Directions 2002</i>. These regulations do not include for any such parking bays and/or signs as requested by the Parish Councils.” The Clerk to seek clarification. She will provide a copy of the email to Cllr. Gisbourne, who will pursue it with CC officers.</p> <p>Various options to “move this forward” were discussed and it was <b>RESOLVED</b> to place notices in prominent positions, seeking views of residents to the proposal.</p> <p>c. <i>Bollards, Rock Road</i> – Minute 64c/2010 refers. Mr Brian Doney confirms that the bollards have been removed.</p> <p>d. <i>Park and Ride</i> – Minute 64d/2010 refers. Council to receive an update, regarding operation of the scheme. A letter from Mr Duncan was read to the Meeting.</p> <p>e. <i>Flytipping</i> – a dumper load of rubbish has been tipped into the drainage ditch highway on right-hand side from Sharps Brewery towards junction leading to Cant Farm, Pityme (SW 952 760). This was reported to Highways on 26<sup>th</sup> March 2010. There seems to be some confusion as to who is dealing with this matter. Mr Doney advises he will investigate further and report back. The Clerk to forward the email correspondence to Cllr. Gisbourne.</p> <p>The grass verge at Penmayne cannot be cut because of the boat “parked” there. The Clerk to remind Ms Helen Mason, Enforcement Officer.</p>	<p>Clerk / Cllr. Gisbourne</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
77/2010	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – schedule No.2010/11-03, to a value of £3,338.48 was <b>APPROVED</b> for payment.</p> <p>The Clerk referred to the “New Business Declaration” in respect of the new insurance policy. In particular she drew Members’ attention to the clause, which requires all claims history to be disclosed, including any that did not result in a claim being made. It was <b>RESOLVED</b> the Clerk should report the recent incidents and then sign the “Declaration”.</p> <p>b. <i>Budget Monitor</i> – copy to be provided to the July Meeting.</p> <p>c. <i>Council Chamber Rent</i> – Minute 65c/2010 refers. The licence allows for either side to terminate the agreement on giving three months written notice. It was <b>RESOLVED</b> to seek alternative premises, in which to hold meetings.</p> <p>d. <i>1<sup>st</sup> St Minver Scout Group</i> – Minute PL36a/2010 refers. Cllr. Gilbert declared an interest. No further information, regarding the Scout Group’s request for a £1,000 grant towards the refurbishment of their hut, had been received. It was believed they will be attending the June Planning Meeting.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
78/2010	<p><u>Risk Assessments</u> – It was <b>RESOLVED</b> to accept the Clerk’s revised risk assessments on the following:</p> <p>a. <i>Council Chamber</i> – copy previously circulated.</p> <p>b. <i>Trewint Playing Field / Bottle Bank</i> – copy previously circulated. Copy to be provided to Mr Mark Meneer.</p> <p>c. <i>Financial Risks</i> – copy previously circulated.</p>	<p>Clerk</p>

<p><b>79/2010</b></p>	<p><u>Trewint Playing Fields –</u></p> <p>a. <i>Children’s Play Area</i> – Minutes 66a/2010 refers. Cllr. Gilbert reported that there were no further problems in the play area. <u>Fixed Penalty Notices</u> – the notices have been supplied to Cllr. Gilbert. Cllr. Gilbert and Rathbone will liaise about training provision. The Clerk to ensure that we are on the “waiting list” for official training.</p> <p><u>RoSPA Annual Safety Report</u> – copy was made available at the Meeting. No issues have been highlighted. The Clerk to advise Highlands, as a matter of courtesy.</p> <p>b. <i>Criminal Records Bureau Check</i> – Minute 66c/2010 refers. The CRB Check for Mr Mark Meneer has been received. The Clerk to keep the documentation in a safe, protected place.</p> <p>c. <i>Vandalism</i> – damage has been caused to the gents’ toilets and the pavilion window. Cllr. Mould has reported the matter to the Police.</p>	<p>Clerk</p> <p>Clerk</p>
<p><b>80/2010</b></p>	<p><u>Environmental Matters –</u></p> <p>a. <i>Overhanging Hedges</i> – Minute 67a/2010 refers. Cllr. Mould reported she has met with the owner of a property at Stoptide, who has agreed to cut back the hedge. Rosemayne Cottage has a similar problem hedge. The Clerk to write to the owner/occupier.</p> <p>b. <i>Bench Policy</i> – Minute 67b/2010 refers. Mr Attwell, CC advises a meeting is to be set up with Ms Sarah Simms to look at hosting a conference, which can develop a way forward.</p> <p>c. <i>Notice Boards</i> – Minute 70a/2010 and letter from Clerk refers. Members felt in the current economic climate they should take no further action at this stage.</p>	<p>Clerk</p>
<p><b>81/2010</b></p>	<p><u>Documentation –</u></p> <p>a. <i>Clerks &amp; Councils Direct</i> – May 2010. Taken by Cllr. Mould.</p> <p>b. <i>Gypsies &amp; Travellers</i> – letter of explanation, regarding accommodation requirements and site provision. Taken by Cllr. Mould.</p> <p>c. <i>Sustainable Village of the Year Competition</i> – closing date for entries is 31<sup>st</sup> July 2010.</p> <p>d. <i>Town and Parish Newsletter</i> – May 2010, with inserts.</p> <p>e. <i>Online Planning Register</i> – to search the online planning register, go to <a href="http://planning.cornwall.gov.uk/online-applications/">http://planning.cornwall.gov.uk/online-applications/</a>. A detailed “User Guide” has been received.</p> <p>f. <i>Community Grant</i> – consultation. Main principles of the policy are:</p> <ul style="list-style-type: none"> <li>• Funding for Community Grants should be split across the community network areas</li> <li>• Scheme should be for local community focused one off projects</li> <li>• Each network area would need to identify priorities for funding and this would influence the scoring mechanism for applications.</li> </ul> <p>Taken by Cllr. Gilbert.</p>	

82/2010	<p><u>Diary Dates –</u></p> <p>a. <i>Planning Meeting – 21<sup>st</sup> June 2010.</i></p> <p>b. <i>August Full Council Meeting – the Council agreed to deal with any urgent items at the August Planning Meeting.</i></p> <p>c. <i>Planning Training: C-E1, Highways, Car Parking &amp; Transport Issues – Bodmin, 12th July 2010, Cllrs. Rathbone, Blewett, Webb, Gibson and Mould.</i></p>	
83/2010	<p><u>Information Only/Future Agenda Items: –</u></p> <p>a. <i>Daymer Beach – Cllr. Mould read a letter of complaint about the dogs fouling the beach on Daymer Bay. The Clerk to respond and send a copy of the letter to Cllr. Rathbone, in his capacity as CC Dog Warden.</i></p> <p>b. <i>Rock Post Office – it was <b>RESOLVED</b> to write to Post Office HQ and complain that the local post office has been closed on a number of occasions recently. Complaints have also been received about the abrasive manner of the Post Master himself.</i></p> <p>c. <i>Highfield, Penmayne – the Clerk to contact the Enforcement Officer, regarding the possibility the building being used as a residence.</i></p> <p>d. <i>Summer Fete – Cllr. Gibson asked for assistance with directing traffic. The Clerk to approach Mr and Mrs Hore to seek permission to sue their field as an overflow parking area.</i></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

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

Date: 5<sup>th</sup> July 2010