

# St MINVER LOWLANDS PARISH COUNCIL

## MINUTES OF THE COUNCIL MEETING

### HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHURCH

ON MONDAY, 3<sup>rd</sup> APRIL 2017 @ 7.30pm

Present: Cllr. Mrs Mould (Chairman)      Cllr. Ms Boswell-Munday      Cllr. Crowdy  
 Cllr. Miss Gilbert                      Cllr. Gisbourne                      Cllr. Mrs Morgan  
 Cllr. Richards                              Cllr. Mrs Webb                      Mrs Thompson (Clerk)

Minute	AGENDA ITEMS	Action
	<p><u>Chairman's Welcome and Public Forum</u> – the Chairman opened the meeting and welcomed those present.</p> <p>Mr Simon Gawler was present i.r.o. his planning application (Minute 55b/2017). He offered to answer any queries that Members may have.</p> <p>Mr Alex Roads spoke i.r.o. Minute 55k/2017. He explained the garages were needed for storage for his business.</p>	
51/2017	<p><u>Apologies for Absence</u> – Cllrs. Blewett (leave) and Davis (personal commitment). County Cllr. Penny.</p>	
52/2017	<p><u>Members' Declarations</u> –</p> <p>a. <i>Registerable Declarations of Interests</i> – none.</p> <p>b. <i>Non-registerable interest</i> – none.</p> <p>c. <i>Declaration of Gifts</i> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds.</p> <p>d. <i>Dispensations</i> – none.</p>	
53/2017	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 6<sup>th</sup> March 2017, <b>AGREED</b> as a true record.</p> <p>b. <i>Planning Meeting</i> – 20<sup>th</sup> March 2017. Meeting cancelled.</p>	
54/2017	<p><u>Outside Bodies / Reports</u> –</p> <p>a. <i>Police</i> – in the absence of PCSO Drennan there was no police report.</p> <p>b. <i>County Council</i> – in the absence of Cllr. Penny there was no report.</p> <p>c. <i>St Minver Highlands Parish Council</i> – a copy of their draft March Minutes were made available to the Meeting.</p> <p>d. <i>Padstow Harbour Commission (PHC)</i> – a copy of their February Minutes were made available to the Meeting. The PHC had concerns about the impact of construction traffic on Rock Road. The Clerk to inform the Harbour Master of the site meeting planned for 18<sup>th</sup> April @ 2pm.</p> <p>e. <i>Polzeath Beach Management Group</i> – held on 21<sup>st</sup> March 2017. Cllr. Mould reported there had been a discussion about the portacabin on the beach. The site had been inspected and found to be within the terms of the lease. A proposal is under consideration to fence off the area used by the street traders. Next meeting is scheduled for 25<sup>th</sup> April 2017.</p> <p>The Clerk to report the large 'puddle' on the car park, which is preventing vehicles from parking. No revenue is being taken today, from the public WCs as the door is always propped open.</p> <p>f. <i>Network Panel Meeting</i> – Cllrs. Mould and Gisbourne had attended the meeting held on 16<sup>th</sup> March 2017. There had been a discussion about CCTV (further details contained in the Minutes). Date of next meeting TBC</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

55/2017	<p><u>Planning Applications</u> – Members considered the following:</p> <p>a. <i>PA17/01706, St Petroc, Highcliff, Polzeath</i> – demolition of single dwelling house and replacement with new single dwelling house. (Renewal of application No. PA13/10096.) <b>NO OBJECTION.</b></p> <p>b. <i>PA17/01759, Trewint House, Trewiston Lane, St Minver</i> – reserved matters application (access, appearance, landscaping, layout and scale) for construction of dwelling. (Details following application PA15/04095 dated 27<sup>th</sup> August 2016.) Mr Gawler said the visibility access to / from the property had been improved, but Members still had concerns, pointing out the road is single width at this point. <b>NO OBJECTION.</b></p> <p>c. <i>PA17/01865, Chi Neuvella, Rock Road, Rock</i> – works to trees subject to a TPO. Felling of two Yew trees. The Clerk reported CC had already decided this application (part granted / part refused). Members would have objected to the loss of the yew trees, but it transpired permission to fell them had been refused.</p> <p>d. <i>PA17/01952, 9 Dingles Way, Penmayne</i> – extensions to the existing property to provide one additional bedroom and study and separate conservatory. <b>NO OBJECTION</b> provided it meets CLT rules.</p> <p>e. <i>PA17/02201, Land off Francis Road, Trebetherick</i> – removal of condition 13 (occupancy restriction) from decision PA16/07502 to allow use of dwellings other than as only or principal homes. There was some concern CC hadn't made it clear to the applicant that the NDP would require new dwellings to be for permanent residency. Members felt they must support the principles of the NDP (Policy STMNDP 3.2). <b>OBJECT.</b></p> <p>f. <i>PA17/02204, Land Adj. to Kendall, Rock Road, St Minver</i> – design, appearance, scale, access and landscaping for new dwelling on Plot 1 (decision PA15/11278) with variation of condition 1 to substitute proposed floor plan and elevations. The Clerk to clarify what is different to the agreed planning application.</p> <p>g. <i>PA17/02205, Land Adj. to Kendall, Rock Road, St Minver</i> – variation of condition 1 (plans approved) on decision PA16/09235 dated 02/03/2017 to allow minor material amendments to the design of Plot 2. The Clerk to clarify what is different to the agreed planning application.</p> <p>h. <i>PA17/02346, Penfenten, Rock Road, Rock</i> – construction of driveway gates. <b>OBJECT.</b> Members assert that nothing material has changed, to warrant the removal of condition 3. They strongly object to the position and size of the gates, which have no recess from Rock Road. Anyone entering the property needs to park on the road whilst waiting for the gates to open.</p> <p>i. <i>PA17/02402, Whitehaven, Rock</i> – outline application with some reserved matters for a proposed residential dwelling. <b>OBJECT</b> on the grounds this is outside the development boundary (Policy STMNDP 2.1). Any new dwelling would have to be for permanent residency (Policy STMNDP 3.2). Members point out there have been five applications all exiting onto this narrow road in past few months.</p> <p>j. <i>PA17/02494, The Point at Polzeath</i> – this site is in Highlands area. NFA.</p> <p>k. <i>PA17/02434, Land N of Broad Park, Close Broad Park Close, St Minver</i> – proposed building to provide garaging and parking for vehicles under 3 tonnes (i.e. domestic or small household style vans) and storage of household goods associated with the servicing of holiday homes. <b>NO OBJECTION.</b></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
56/2017	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Trewint Facilities</i> – Members received an update on the following:</p> <p>i. <u>Children's Play Area</u> – fortnightly H&amp;S Inspection Reports.</p> <p>ii. <u>Annual RoSPA Report</u> – not yet available.</p>	

	<p>iii. <u>Community Building</u> – verbal report.</p> <p>b. <i>Phone Mast</i> – Cllr. Gisbourne had met with the company representative on site. Tests had shown the ideal position for the mast is at the back of the field, on the left. The height of the mast would be 17.5m. An area 7m x 7m would need to be fenced off. The Clerk to check with the architect to ensure the preferred site does not present any problems in terms of re-siting the football pitch. She will be provided with a plan, indicating Members' preference for the mast. It was <b>RESOLVED</b> to sign the Heads of Terms agreement with CTIL (previously circulated via email).</p>	<p>Clerk Clerk</p>
57/2017	<p><u>Highway Matters</u> –</p> <p>a. <i>Parking Enforcement</i> – Minute 40c refers. At the March meeting Members agreed Option 2 was the preferred option. It had been thought the proposal covered Rock and Polzeath, but only the former is included in the proposal. Members confirmed they would enter into an SLA with CC for additional parking enforcement for Rock, from 1<sup>st</sup> May to 30<sup>th</sup> September (as per the signage).</p> <p>A separate quotation for parking enforcement at Polzeath had been received from Ms Zoe Hall, CC. Members preferred to have the additional enforcement from 1<sup>st</sup> May to 30<sup>th</sup> September, but are mindful this may not be Highlands' view on the matter and are happy to abide with their decision</p> <p>b. <i>Weed Spraying</i> – Ms Sandra Crawford, Cormac advised that an area in Trebetherick had been mistakenly included in the Highlands' contract. Members confirmed they wish this to be added to their SLA.</p> <p>c. <i>Trewiston Lane</i> – the flooding adjacent to Moor Cottage had been reported to Highways. Minute 29a/2017 refers. Mr Oliver Jones, Highways confirmed the highway surface water drain had been cleared. It appears the recurring issue is due to the outfall of this drainage which appears to be on private land. They are currently working with the landowner to get the drainage within their private land cleansed and reinstated (this is usually the landowners responsibility) which should then resolve this ongoing issue.</p> <p>The Clerk to report the many potholes on Trewiston Lane.</p> <p>d. <i>Road Closures</i> –</p> <p>i. Daymer Lane, Trebetherick – 8<sup>th</sup> to 12<sup>th</sup> May 2017 (0730 to 1800).</p> <p>ii. Trewiston Lane, St Minver – 8<sup>th</sup> to 12<sup>th</sup> May 2017 (24 hours).</p>	<p>Clerk  Clerk  Clerk       Clerk</p>
58/2017	<p><u>Administration Matters</u> –</p> <p>a. <i>PAT Testing</i> – Minute 79a/2016 refers. Cllr. Mould reported she will speak to Mr Lee Edwards, regarding the annual PAT testing and reaffixing of the heater to the wall.</p> <p>b. <i>PC Website</i> – ICT Connect Ltd. to be provided with a new photograph for the home page.</p> <p>NOTE – Mr Robert Lawrence, ICTConnect Ltd. to provide instructions and training for adding / modifying information on the website</p>	<p>Cllr. Mould  Cllr. Boswell-Munday</p>
59/2017	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule 2017/18-01, to a value of £6,467.37 was <b>APPROVED</b> for payment.</p> <p>It was noted that half of any money remaining in the NDP 'pot' is to be refunded to Highlands.</p> <p>Members felt the significant contribution made to the NDP project by Mr Keith Snelling, should be marked by the presentation of a gift. Decision deferred until after the NDP referendum.</p> <p>The question of an event to celebrate the launch of the NDP was felt to be inappropriate.</p>	<p>Clerk  Clerk</p>

	<b>EXPENSES</b>	<b>Price</b>	<b>VAT</b>	<b>Total</b>	
	Salaries, including NI & tax	595.68		595.68	
	Trewint Field - incl. WCs, play equipment	607.74	21.00	628.74	
	Administration - incl. rent	614.82	6.79	621.61	
	St Minver Cemetery Committee - precept	3,450.00		3,450.00	
	Neighbourhood Plan	1,171.34		1,171.34	
				<b>£6,467.37</b>	
	<p>b. <i>2016/17 Income and Expenditure Account</i> – the final end of year bank statement had not been received. Deferred to the May meeting.</p> <p>c. <i>Trewint Community Building</i> – Members deferred a proposal to ring-fence a sum of money to provide match funding for this project, until after the election.</p> <p>d. <i>Local Maintenance Partnership, PROWs</i> – a grant of £1,845 is offered by CC in exchange for maintaining the PROWs in the parish for 2017. The Clerk to return the signed agreement form.</p>				Clerk
60/2017	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda:</p> <p>a. <i>Bags of Help</i> – details of the Tesco community grant scheme to view on: <a href="http://www.groundwork.org.uk/Sites/tescocommunityscheme">www.groundwork.org.uk/Sites/tescocommunityscheme</a></p> <p>b. <i>The Clerk Magazine</i> – March 2017. Taken by Cllr. Mould.</p> <p>c. <i>Cornwall 4 Change</i> – March 2017 newsletter. Previously emailed.</p> <p>d. <i>CC Draft Customer Promise</i> – Members are invited to comment: <a href="https://www.cornwall.gov.uk/media/25031152/cornwall-council-draft-customer-promise.pdf">https://www.cornwall.gov.uk/media/25031152/cornwall-council-draft-customer-promise.pdf</a>. Deadline for comments is 12<sup>th</sup> May 2017.</p> <p>e. <i>Public WCs</i> – Mr Jon James had provided quarterly reports for:</p> <p>i. <u>Coronation Gardens, Polzeath</u></p> <p>ii. <u>Daymer Bay</u> – Ms Alison Dymond had been asked to update the report, to include the takings from the pay as you go doors.</p>				
61/2017	<p><u>Diary Dates</u> –</p> <p>a. <i>May Council Meeting</i> – the Annual Meeting of the Council must, by law, be held between 8<sup>th</sup> and 22<sup>nd</sup> May 2017. Members <b>RESOLVED</b> to make the following changes:</p> <p>i. <u>Planning Meeting</u> – Tuesday, 2<sup>nd</sup> May 2017. Previously the Full Council Meeting.</p> <p>ii. <u>Annual Meeting of the Parish Council</u> – 15<sup>th</sup> May 2017. Previously the Planning Meeting.</p> <p>b. <i>Planning Meeting</i> – Tuesday, 18<sup>th</sup> April 2017. Apologies from the Clerk (prior commitment).</p> <p>c. <i>Parish Meeting</i> – Tuesday, 18<sup>th</sup> April 2017. Apologies from the Clerk. Cllr. Mould to provide a Chairman's report.</p> <p>d. <i>Cornwall AONB Annual Conference</i> – Saturday 20<sup>th</sup> May 2017, at Goonhilly Earth Station, Goonhilly Downs. Details previously circulated via email.</p>				Cllr. Mould
62/2017	<p><u>Information Only/Future Agenda Items</u> –</p> <p>a. None.</p>				
63/2017	<u>Meeting Closed</u> – 21.42 pm.				

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

Date: 15<sup>th</sup> May 2017