

**St MINVER LOWLANDS PARISH COUNCIL**  
**NOTICE AND AGENDA OF THE FULL MEETING, TO BE**  
**HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHURCH**  
**ON MONDAY, 4<sup>th</sup> SEPTEMBER 2017 @ 7.30pm**

Members of the public may address the Council prior to the start of the meeting.

Minute	AGENDA ITEMS	Action
	<u>Chairman's Welcome and Public Forum</u> – members of the public may address the Parish Council, prior to the commencement of the meeting.	
111/2017	<u>Apologies for Absence</u> –	
112/2017	<u>Members' Declarations</u> – a. <i>Registerable Declarations of Interests</i> – Members must declare an interest, which has been declared on their Register of Financial Interests form, relevant to the agenda. b. <i>Non-registerable interest</i> – Members must declare non-registerable interests at the start of the meeting or whenever the interest becomes apparent. c. <i>Declaration of Gifts</i> – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds. d. <i>Dispensations</i> – Members to consider any requests for dispensations.	
113/2017	<u>Minutes of Meetings</u> – a. <i>Full Council Meeting</i> – 3 <sup>rd</sup> July 2017. b. <i>Planning Meeting</i> – 17 <sup>th</sup> July 2017. c. <i>Planning Meeting</i> – 21 <sup>st</sup> August 2017.	
114/2017	<u>Outside Bodies / Reports</u> – a. <i>Police</i> – Members to receive a report. b. <i>County Council</i> – Members to receive a report. c. <i>St Minver Highlands Parish Council</i> – a copy of their June, July and August Minutes to be made available to the Meeting. i. <u>Proposed Boundary Changes</u> – copy of paper referred to in Highlands' agenda had been requested. d. <i>Padstow Harbour Commission (PHC)</i> – a copy of their June and July Minutes to be made available to the Meeting. e. <i>Network Panel Meeting</i> – next meeting to be held on Thursday, 21 <sup>st</sup> September 2017. f. <i>Polzeath Beach Management Group</i> – Members to receive a verbal report following the meeting scheduled for 25 <sup>th</sup> July 2017.	PC Stewart Cllr. Mould          Cllr. Davis
115/2017	<u>Planning Applications</u> – Members to consider the following, <b>including any applications that are received after the agenda had been published</b> : a. <i>PA17/07044, Trewint Playing Field</i> – demolition of existing football pavilion, public toilets, scout and guide group meeting rooms and replace with new multi-purpose community building. Increasing parking provisions.	

116/2017	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Trewint Facilities</i> – Members to receive 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> – Members to receive an update i.r.o. repairs.</p> <p>iii. <u>Community Building</u> – Minute 102a[iii]/2017 refers. NOTE – discussion on the possible creation of a Community Interest Company deferred to the October Planning Meeting.</p> <p>b. <i>Phone Mast</i> – Members to receive an update. NOTE – Mr Dovid Pink emailed on 18<sup>th</sup> July 2017 to say he would hope to be able to achieve £50,000 when marketing the site.</p>	
117/2017	<p><u>Highway Matters</u> –</p> <p>a. <i>Highway Closure</i> –</p> <p>i. Byway 20, closed 16<sup>th</sup> July 2017 to 5<sup>th</sup> February 2018, due to collapsed cattle grid / bridge.</p> <p>ii. Trewiston Lane, St Minver – 6<sup>th</sup>–13<sup>th</sup> September (24 hours). South West Water to carryout works to their apparatus.</p>	Information
118/2017	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>Recycling Facilities</i> – Members to consider a request for recycling facilities in the parish.</p> <p>b. <i>Free Wi-Fi in Public Places</i> – Members to consider a suggestion for a joint bid to provide free Wi-Fi in places. <b>Details previously circulated via email.</b></p> <ul style="list-style-type: none"> <li>• Parks;</li> <li>• Village halls and Community Centres;</li> <li>• Town squares;</li> <li>• Pannier Markets;</li> <li>• Public buildings;</li> <li>• Libraries;</li> <li>• Health Centres; and</li> <li>• Museums.</li> </ul> <p>c. <i>Bench, Daymer Bay to Polzeath</i> – Members to consider an email from Mr Owen Michaelson i.r.o. replacing one of the broken benches on the footpath. <b>Details previously circulated via email.</b> NOTE – photographs of the broken bench referred to supplied by Cllr. Webb and previously circulated via email.</p> <p>d. <i>Public Conveniences</i> – the following action had been agreed at the meeting with Mr Jon James, CC:</p> <ul style="list-style-type: none"> <li>• CORMAC to instruct cleansing staff to work to the agreed contract specification for cleansing and monitor</li> <li>• CORMAC to carry out a deep cleanse of facilities and will notify the Cornwall Council and Parish Councils when this will take place.</li> <li>• Contact email address and out of hours numbers to be circulated</li> <li>• Contact for coin collection to be provided in an event that the machines become full. Copy of emptying schedule to be provided</li> <li>• Address the wedging open of doors with CORMAC staff and others i.e. BIFFA</li> <li>• Address defects on toilet doors at Coronation Gardens</li> <li>• Check list to be prepared for Cleansing team</li> <li>• Joint Inspection to be arrange with CORMAC/CC/Parish Council/Local Member</li> <li>• Set up review meeting in September.</li> </ul>	

119/2017	<u>Administration Matters –</u> a. <i>PAT Testing</i> – Minute 90a/2016 refers. Mr Lee Edwards had been asked to carry out the annual PAT test and to reattach the heater to the wall. b. <i>Meeting Start Times</i> – Members to consider commencing winter meetings (October to March) at 7pm from October to March.	Cllr. Mould
120/2017	<u>Financial Matters –</u> a. <i>Accounts for Payment</i> – Schedule 2017/18-05. b. <i>Budget Monitor</i> – copy to be circulated at the meeting. c. <i>Bank Signatures</i> – Members to review those Members who are able to sign cheques. d. <i>Cemetery Committee</i> – Members to consider and approve the Terms of Reference for the Committee and to agree to a proposal that Lowlands handles their accounts.	
121/2017	<u>Documentation / Correspondence</u> – not covered elsewhere on the agenda: a. <i>Daymer Bay Bin</i> – Ms Donna Latham, CC had written to the business rate payer to advise that as the bin is on private land, they will no longer be emptying it free of charge, w.e.f. 29 <sup>th</sup> August 2017. Details previously circulated via email. b. <i>Neighbourhoods Overview and Scrutiny Committee Waste Collection and Cleansing Contract Inquiry</i> – CALC will attend this CC meeting, to be held on Friday, 29 <sup>th</sup> September 2017. The Inquiry session involves the five Panel Members asking the witnesses/experts a number of questions in order to gain knowledge and enable them to recommend a preferred service delivery and shortlisted service design for future waste collections after 2020. Members are invited to make their views known.	
122/2017	<u>Diary Dates –</u> a. <i>Full Council Meetings</i> – 2 <sup>nd</sup> October 2017. b. <i>Planning Meeting</i> – 18 <sup>th</sup> September 2017.	
123/2017	<u>Information Only/Future Agenda Items –</u> a.	
124/2017	<u>Meeting Closed</u> –	

Signature: ..... (Mrs Gillian Thompson)  
Parish Clerk

Date: 28<sup>th</sup> August 2017

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