

St MINVER LOWLANDS PARISH COUNCIL
NOTICE AND AGENDA OF THE FULL MEETING, TO BE
HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHURCH
ON MONDAY, 2nd OCTOBER 2017 @ 7pm

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.	
125/2017	<u>Apologies for Absence</u> – Cllrs. Boswell-Munday and Mould.	
126/2017	<p><u>Members' Declarations</u> –</p> <p>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.</p> <p>b. <i>Non-registerable interest</i> – Members must declare non-registerable interests at the start of the meeting or whenever the interest becomes apparent.</p> <p>c. <i>Declaration of Gifts</i> – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds.</p> <p>d. <i>Dispensations</i> – Members to consider any requests for dispensations.</p>	
127/2017	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 4th September 2017.</p>	
128/2017	<p><u>Outside Bodies / Reports</u> –</p> <p>a. <i>Police</i> – Members to receive a report.</p> <p>b. <i>County Council</i> – Members to receive a report.</p> <p>c. <i>St Minver Highlands Parish Council</i> – a copy of their August Minutes to be made available to the Meeting.</p> <p>d. <i>Padstow Harbour Commission (PHC)</i> – a copy of their August Minutes to be made available to the Meeting.</p> <p>NOTE – Mr James Blyth, John Grimes Partnership had written to advise of proposed construction work on The Great Common (CL554) i.e. the dune at Rock. Details previously circulated via email.</p> <p>e. <i>Network Panel Meeting</i> – Members to receive a report, following the meeting held on Thursday, 7th December 2017.</p> <p>f. <i>Polzeath Beach Management Group</i> – Members to receive a verbal report following the meeting scheduled for 26th September 2017.</p>	<p>PC Stewart Cllr. Mould</p> <p>Cllr. Gisbourne Cllr. Davis</p>
129/2017	<p><u>Planning Applications</u> – Members to consider the following, including any applications that are received after the agenda had been published:</p> <p>a. <i>PA17/07518, Rock Sailing Club</i> – LBC for removal of external balcony and replacement with new balcony and staircase with oak fascia and addition of 2000mm height untreated softwood screen to hide bin store. Retrospective.</p> <p>b. <i>PA17/07722, Little Cockmoyle, Rock</i> – day room extension.</p> <p>c. <i>PA17/07908, The Snug House, Highcliffe, Polzeath</i> – demolition of a single dwelling house and replacement with a new single dwelling house.</p>	

	<p>d. <i>PA17/08192, Trenoweth, Trebetherick</i> – application for removal of condition 3 in respect of decision notice PA16/10922.</p> <p>e. <i>PA17/08491, Briar Cottage, Rock Road, Rock</i> – demolition of existing conservatory and construction of garden room.</p>	
130/2017	<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&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. Discussion on the possible creation of a Community Interest Company has been deferred to the November Planning Meeting.</p> <p>b. <i>Phone Mast</i> – Members to consider and approve the Heads of Terms agreement with the investors. Details previously circulated via email.</p>	
131/2017	<p><u>Highway Matters</u> –</p> <p>a. <i>Tree at the Junction Area of Shores Lane with Cricketers Hollow</i> – Mr Oliver Jones, Cormac seeks Members’ views i.r.o. removal / retention of this tree. Details previously circulated via email.</p> <p>b. <i>Speed Traffic</i> – complaints had been received from residents of Cantillion Close on Trewiston Lane. They have concerns with the speed of traffic on Trewiston Lane leading from the estate up to the junction at Pityme onto Rock Road and to consider a proposal to:</p> <p>i. Have the sides of the road ploughed back to remove the soil etc. and cut the hedges back to maximise the space for walkers;</p> <p>ii. Install a temporary flashing speed sign put on the road to monitor speed and help slow the traffic with the aim of the PC agreeing to a permanent sign.</p> <p>c. <i>Higher Tristram and Tristram Field</i> – a report had been received that a gate had been placed on the footpath between Higher Tristram and Tristram Field, below the recently rebuilt “Pendena”. Cllr. Webb had established this is a permissive footpath and will be closed for one day of the year.</p> <p>d. <i>Porthilly Sewage Pumping</i> – a report had been received that for the last 6 to 7 weeks – throughout the ‘season’ – a canoe/kayak carrier had been parked close to the gate leading to the Station on Porthilly Beach in Rock, in such a manner that it can possibly bar emergency vehicles access, in an emergency. The Police and SW Water had been informed. Details previously circulated to Members.</p>	Information
132/2017	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>Bench, Daymer Bay to Polzeath</i> – Minute 118c/2017 refers. Ms Debbie Bakewell, SW Coast Path Assoc. advised she has asked their National Trails Ranger, Mr Mark Owen to remove the broken bench. He suggested reporting it to countryside@cormacltd.co.uk, which had been done.</p> <p>NOTE – Ms Bakewell said generally speaking they no longer erect memorial benches along the Path as there are already so many. To remember loved ones they suggest that a stile, step or gate could be used, however if there are exceptional circumstances for a particular area they are happy to discuss.</p> <p>b. <i>Public Conveniences</i> – the following action had been agreed at the meeting with Mr Jon James, CC. The Clerk had requested a progress report:</p> <ul style="list-style-type: none"> • CORMAC to instruct cleansing staff to work to the agreed contract specification for cleansing and monitor. • CORMAC to carry out a deep cleanse of facilities and will notify the Cornwall Council and Parish Councils when this will take place. 	Information SEE END and amend

	<p>Mr Phil Kyte, Cormac reported they were deep cleaned as follows:</p> <ol style="list-style-type: none"> i. Coronation Gardens Polzeath – 30th August 2017. ii. Daymer Bay – 30th August 2017. <ul style="list-style-type: none"> • Contact email address and out of hours numbers to be circulated. Ms Celia Jenner provided this information: Public Conveniences – Central email and phone number: Cleaningservices@cormacltd.co.uk; 01872 324100. The Clerk advised this does not seem like the out-of-hours number that was promised, it seems more like the switchboard. • Contact for coin collection to be provided in an event that the machines become full. Copy of emptying schedule to be provided. Copy of emptying schedule received, but not the contact details. • Address the wedging open of doors with CORMAC staff and others i.e. BIFFA. • Address defects on toilet doors at Coronation Gardens. • Check list to be prepared for Cleansing team. Copy received. • Joint Inspection to be arrange with CORMAC/CC/PC/Local Member. • Set up review meeting in September. No meeting arranged to date. <p>c. <i>Pubic WCs</i> – Members to receive the quarterly reports on Polzeath and Daymer Bay WCs.</p>	
133/2017	<p><u>Administration Matters</u> –</p> <ol style="list-style-type: none"> a. <i>PAT Testing</i> – Minute 90a/2016 refers. Mr Lee Edwards had been asked to carry out the annual PAT test and to reaffix the heater to the wall. b. <i>Risk Assessment</i> – Council to consider the revised financial and H&S risk assessments: <ul style="list-style-type: none"> • <i>Council Chamber</i> – copy attached. • <i>Trewint Playing Field</i> – copy attached. • <i>Financial Risks</i> – copy attached. 	Cllr. Mould
134/2017	<p><u>Financial Matters</u> –</p> <ol style="list-style-type: none"> a. <i>Accounts for Payment</i> – Schedule 2017/18-06. b. <i>Budget Monitor</i> – copy to be circulated at the meeting. Members to review the following items, included on this year's budget but not yet spent, and consider how/if to proceed. c. <i>Bank Signatures</i> – Minute 120c/2017 refers. Members to receive an update i.r.o. Cllr. Morgan replacing Cllr. Webb as a signature to the accounts. 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. Members to receive a copy of the Committee's 2016/17 accounts. e. <i>2016/17 External Audit</i> – Grant Thornton have passed the accounts with a comment regarding the value of the Assets. 	
135/2017	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda:</p> <ol style="list-style-type: none"> a. <i>Countryside Alliance Awards 2017</i> – nominated by the public, the Awards recognise and honour those who routinely go the extra mile for their community. Nominations are open from now until 13th November 2017. Details previously circulated via email. 	

136/2017	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meetings</i> – 6th November 2017.</p> <p>b. <i>Planning Meeting</i> – 16th October 2017.</p> <p>c. <i>Clerk’s Leave</i> – 24th – 30th October 2017.</p> <p>d. <i>Electoral Reviews of CC and the PCs of Cornwall</i> – Saturday, 14th October 2017 at New County Hall, Truro (10am-4pm). The event is open to member and non-member councils and is your opportunity to find out how this will affect your council and your community. Lunch and Refreshments will be provided. The cost for the day is £10/person</p>	
137/2017	<p><u>Information Only/Future Agenda Items</u> –</p> <p>a.</p>	
138/2017	<p><u>Meeting Closed</u> –</p>	

Signature: (Mrs Gillian Thompson)
Parish Clerk

Date: 23rd September 2017

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