



St MINVER LOWLANDS PARISH COUNCIL
MINUTES OF THE FULL MEETING HELD IN THE
COUNCIL CHAMBER, ROCK METHODIST CHURCH
ON MONDAY, 4th DECEMBER 2017 @ 7pm

Present: Cllr. Gisbourne (Chairman) Cllr. Ms Boswell-Munday Cllr. Davis
 Cllr. Miss Gilbert Cllr. Mrs Morgan Cllr. Mrs Mould (CC/PC)
 Cllr. Richards Cllr. Mrs Webb Cllr. Miss Williams
 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 Tom Porter, Verto Homes, spoke regarding a planning application for land North of Rock Road, Rock (rear of Deer Park). He was asked about the access to the site and said that it was just possible for two vehicles to pass, but he wouldn't encourage this. The plan is to create a priority waiting space at the top of the lane. Cllr. Mould pointed out that Members had been aware of this 'solution' previously but still felt the access was poor and if the owner of the neighbouring property were to rebuild his hedge it would be impossible to see the length of the lane. Cllrs. Davis and Morgan said it was misleading to cite the previous use of the land as a boatyard. The site was rarely used and vehicular movements were minimal.</p> <p>Mr Porter said the plan was for eight units. He estimated 30 vehicular movements a day, plus service lorries. Cllr. Mould showed Mr Porter the problem with holiday traffic and the impact it has on the access lane. A planning application will be submitted before Christmas.</p> <p>Mrs Rescorla was present in support of her application (Minute 162j/2017).</p> <p>Mr Peter Wonnacott spoke regarding Badgers' Drift (Minute 162a/2017). The new design is for a more contemporary building.</p> <p>Mr Tom Hocking was unable to attend, due to ill health (Minute 162b/2017).</p> <p>Mr Matt Lewis, National Trust will meet with Members regarding future plans for Pentireglaze in January 2018.</p>	
158/2017	<u>Apologies for Absence</u> – Cllr. Crowdy.	
159/2017	<p><u>Members' Declarations</u> –</p> <p>a. <i>Registerable Declarations of Interests</i> – Cllr. Mould in Manor Cottage (Minute 162e/2017 refers). Cllr. Davis provided the Clerk with his signed Declaration of Interest form. She will now forward this to CC.</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>	Clerk

160/2017	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 6th November 2017, AGREED as a true record.</p>	
161/2017	<p><u>Outside Bodies / Reports</u> –</p> <p>a. <i>County Council</i> – Cllr. Mould had nothing to report that was not mentioned later on the agenda.</p> <p>b. <i>St Minver Highlands Parish Council</i> – a copy of their November Minutes were not available to the Meeting.</p> <p>c. <i>Padstow Harbour Commission (PHC)</i> – a copy of their October Minutes were made available to the Meeting.</p> <p>Mr Rob Atkinson, Harbourmaster had explained no firm decision on a new speed limit on the river had been taken as yet, but when it had the PHC would need to change the harbour Bye Laws and this cannot be done without public consultation.</p> <p>d. <i>Network Panel Meeting</i> – meeting held on 30th November 2017. Cllr. Mould said the proposal to manage waste is for a weekly collection of recycling and food waste and a fortnightly collection of waste that cannot be recycled. This will come into effective in two years' time. There were issues around holiday homes and Cllr. Mould did not feel these were being addressed.</p> <p>e. <i>Polzeath Beach Management Group</i> – next meeting is rescheduled for 9th January 2018, 1400-1530. Copy of the Notes of the meeting held on 17th November had previously been circulated.</p> <p>Details of the Car Park takings previously circulated via email. Ms Druce, CC advised this is to be discussed at the next meeting. Cllr. Morgan said it was astonishing that Polzeath is getting busier and busier, and yet the car park takings are down year-on-year. She queried various aspects of the management, such as the pricing policy, the unrealistic person specification for the 'stacker'; etc.</p> <p>Cllr. Mould said she had made it clear to Mr Jon James, CC that the PC were not willing to take on the management of Coronation Gardens, Polzeath. Cllr. Mould said we should be speaking to CC about what we want to see happen during the 2018 season, e.g. a beach ranger who is qualified to issue parking enforcement tickets, see to the 'stacking' (parking) of cars, keep watch on the WCs (extra cleans, bin emptying, etc.) and Members insist there should be proper cleaning.</p>	
162/2017	<p><u>Planning Applications</u> – Members considered the following:</p> <p>a. <i>PA17/10087, Land N of Badgers Drift, Trenint Hill, Trebetherick</i> – amended scheme for the construction of a dwelling previously approved under decision PA15/06290. NO OBJECTION.</p> <p>b. <i>PA17/10332, 6 Hr. Tristram, Polzeath</i> – replacement dwelling. NO OBJECTION.</p> <p>c. <i>PA17/10500, Middle Hobby, Trenint Hill, Trebetherick</i> – demolition of existing dwelling and erection of replacement dwelling. NO OBJECTION.</p> <p>d. <i>PA17/10672, Land adj. to Moiety Cross, Brea Road, Rock</i> – demolition of existing garage / store and construction of ancillary accommodation for the use of guests to Moiety Cross, which incorporates a garage / boat store (previously approved under PA14/02318). OBJECT because the proposed building is adjacent to existent dwelling and actually has a separate entrance. It is not entirely within the curtilage of Moiety Cross, it looks like a separate dwelling and should be treated as being for permanent residency in accordance with the St Minver NDP.</p> <p>e. <i>PA17/10680, Manor Cottage, longhouse Lane, Rock</i> – two-storey extension on the NE elevation. Cllr. Mould left the meeting whilst this was discussed. NO OBJECTION.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>f. PA17/10733, <i>Tradewinds, Dunders Hill, Polzeath</i> – extension and improvements. NO OBJECTION.</p> <p>g. PA17/10743, <i>Land adj. to Kendall, Rock Road</i> – non-material amendment for amendments to windows to PA16/09235. Variation of conditions 1 (plans approved), 9 (reptile identification and removal) and removal of conditions 2 (access road design), 3 (removal of variation), 5 (estate road design) and 8 (landscaping) in respect of decision PA16/01814. NO OBJECTION.</p> <p>h. PA17/10770, <i>Trevanion, Rock Road</i> – single storey extension to front elevation to infill porch. Revised plans had been submitted. NO OBJECTION.</p> <p>i. PA17/10827, <i>1 Brea Road, Rock</i> – application for a non-material amendment [1] following grant of planning permission PA16/04034. Amendments sought – addition of two roof lights and the insertion of bi-fold doors to the lounge area. NO OBJECTION.</p> <p>j. PA17/10810, <i>Rest Harrow, Trenint Hill, Trebetherick</i> – single-storey front extension with terrace above, remodel and extension of existing loft conversion with extensions to side dormers. NO OBJECTION.</p> <p>k. PA17/10587, <i>The Point, Polzeath</i> – extensions to green keepers and storage sheds. NO OBJECTION.</p> <p>l. PA17/10862, <i>Cocklebar, Rock Road, Rock</i> – certificate of lawfulness existing use for construction of a new dwelling house. Cllr. Mould had sought clarification from the applicant, and further information is expected. Cllr. Richards declared an interest. He was able to confirm work on the dwelling had commenced. Members felt unable to comment until further information is received. It was AGREED to defer a decision, but Members would wish the Permanent Residency clause to be retained as previously agreed, in accordance with Policy 3.2 of the St Minver NDP.</p> <p>m. PA17/10516, <i>Land North of Willow Cottage, Penmayne</i> – construction of five new dwellings on vacant land. COMMENT: Members want at least 50% to be affordable and all should be moderately priced and for permanent residency.</p> <p>n. PA17/11156, <i>Trevanion, Rock Road, St Minver</i> – single storey side and rear extension. NO OBJECTION.</p> <p>o. PA17/11209, <i>White Lodge, Rock Road, St Minver</i> – remodelling of existing single family dwelling to include rear and side extension. NO OBJECTION.</p> <p>p. PA17/1113, <i>Greenaway Heights, Access to Rear of St Moritz Hotel</i> – proposed demolition of existing outbuildings to allow construction of proposed extension to include internal remodelling, external stepped approach to garden and associated works. NO OBJECTION.</p> <p>q. PA17/10951, <i>Site Adj. to Penmayne Paddock, Penmayne</i> – removal of two static caravans and erection of single-storey dwelling. OBJECT as the site is outside of the development boundary (policy 2.1 of the St Minver NDP).</p> <p>r. PA17/100993, <i>4 Medrose, Rock Road, Rock</i> – new swimming pool. NO OBJECTION.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr. Mould</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
163/2017	<p><u>Other Planning Matters</u> –</p> <p>a. <i>Enforcement Cases</i> – for information.</p> <p>i. <u>EN17/01078, 14 Higher Tristram, Polzeath</u> – alleged construction of an extension approx 6ft long x 6ft wide by 9ft high, not approved as part of PA16/05812. Case closed, as within permitted development rights.</p> <p>ii. <u>EN17/02161, Land N of Lowenva Rock</u> – alleged unauthorised tree works subject to tree preservation order (G52) without planning permission. Case officer Ms Milne reported a no breach had not been proven.</p>	<p>Case closed</p> <p>Case closed</p>

	<ul style="list-style-type: none"> b. <i>PA17/02699/PREAPP, Land W of Trewiston Lane, St Minver</i> – public consultation ‘drop-in’ session to be held in January 2018. Further information to follow. Cllr. Mould reported the pre-application advice had been given. She had circulated this to Members, via email. c. <i>St Minver CLT</i> – Mrs Helen Rawe gave the following update: <i>After a long search for an acceptable site an application was submitted for land at The Point, ex Roserrow, in May last year. The debate about the S.106 Agreement has been ongoing and is still unresolved. The CLT remain hopeful of agreement before the end of the year, but it's been very dispiriting for everyone. Despite CC's website citing St. Minver CLT as a prime example, we haven't been able to do what we did before. The umbrella Cornwall CLT are helping. Hopefully it will be resolved soon.</i> d. <i>Cornwall Statement of Community Involvement for Planning</i> – 6-week consultation from Monday 27th November and 5pm Monday 22nd January 2018. Details previously circulated via email. 	
164/2017	<p><u>Planning Applications Approved by CC</u> – information only.</p> <ul style="list-style-type: none"> a. <i>PA17/08749, Land E of Porthilly Stream, Porthilly Lane, Rock</i> – reserved matters application following outline permission PA17/02672 dated 17th July 2017 for a single detached residential dwelling. b. <i>PA17/08788, Yardley, Dunders Hill, Polzeath</i> – extension and improvements. c. <i>PA17/08865, Trenain Farm, Trebetherick</i> – proposed erection of a replacement holiday chalet and the installation of a sewage treatment plant. d. <i>PA17/09313, The Mowhay, Penmaye, Rock</i> – single storey extension with the removal of the existing annexed. e. <i>PA17/09343, Rock Haven, Rock Road, St Minver</i> – demolish existing dwelling and replace with new build 5-bedroom detached house. f. <i>PA17/09510, Penfenten, Rock Road, Rock</i> – application for variation of condition 3 in respect of decision notice PA13/11729 to allow ancillary accommodation to be occupied by both family and guests as well as paying guests on a commercial basis. 	
165/2017	<p><u>Planning Applications Refused by CC</u> – information only.</p> <ul style="list-style-type: none"> a. <i>PA16/07314, Land E of Mermaids, Trebetherick</i> – outline application for the construction of dwelling. b. <i>PA17/09355, Tresnags, Rock Road, Rock</i> – non-material amendment to include two additional windows on the first floor in respect of decision notice PA16/01985. 	
166/2017	<p><u>Trewint Playing Fields</u> –</p> <ul style="list-style-type: none"> a. <i>Trewint Facilities</i> – Members received an update on the following: <ul style="list-style-type: none"> i. <u>Children's Play Area</u> – fortnightly H&S Inspection Reports. ii. <u>Annual RoSPA Report</u> – repairs to the shelter had not yet started iii. <u>Community Building</u> – <ul style="list-style-type: none"> o <i>Charitable Incorporated Organisation</i> – the name of the charity needs to be agreed. Cllr. Mould agreed to act as the contact point. <p>Cllr. Boswell-Munday said the land would need to be transferred (possibly on a 99-year lease) just how much of the site needs to be decided. Members RESOLVED in principle to use Ms Clare Ottery, CC Legal Services to provide legal advice to the PC. Additional members of the project team are needed.</p> o <i>Fundraising Development Plan</i> – standing item on the agenda. 	Cllr. Mould

	<p>b. <i>Phone Mast</i> – it was RESOLVED that Cllrs. Gisbourne and Morgan should sign the lease with ALP Wireless. Cllr. Gisbourne said the foundations had been laid and the mast will be erected shortly.</p>	Clerk
167/2017	<p><u>Highway Matters</u> –</p> <p>a. <i>Road Closure</i> – details previously circulated via email.</p> <ol style="list-style-type: none"> i. Road from Pentireglaze to Junction East of Trouville, St Minver, 8th to 12th January 2018 (09:30 to 16:30). ii. Dunders Hill, Polzeath, 15th to 26th January 2018 (24 hours weekends included). <p>b. <i>Trewiston Lane Traffic Calming</i> – Minute 154g/2017 refers. Members considered proposals from the Trebetherick Residents' Association i.r.o.:</p> <ol style="list-style-type: none"> i. More prominent 30 mph signs with large yellow surrounds. ii. Warning signs about the lack of a footpath up Worthy Hill and down Daymer Lane, and the warning signs for the site where the public footpath crosses Trewint Lane. iii. A notice under the Trebetherick sign asking motorists to drive carefully through the village. iv. A sign requesting drivers to "please slow down" at the entrance to Trebetherick at the bottom of Trewint Hill. v. Warning signs in both directions to alert drivers to the footpath crossing from The Point to Daymer Bay. vi. The TRA would strongly support a suggestion from Cllr. Gisbourne that the whole length of both Trewiston Lane and Trewint Lane between Rock/St Minver and Polzeath be designated as 30mph zones. vii. '20 is Plenty' signs to all telegraph poles through the village. viii. A possible solar powered flashing speed detector; and ix. Explore the feasibility of a footpath along the top boundary of the field from the entrance to Trenain Farm to the top of the lane opposite White Cottage. <p>It was noted the TRA are willing to pay for the signage. It was RESOLVED to send the TRA's suggestions to Mr Oliver Jones, Cormac for his views before considering this further.</p>	Clerk
168/2017	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>Bench, Daymer Bay to Polzeath</i> – Minute 132a/2017 refers. Cllr. Davis reported he and Cllr. Crowdy had removed the broken bench.</p> <p>b. <i>Public Conveniences</i> – Members considered the quarterly reports:</p> <ol style="list-style-type: none"> i. <u>Coronation Gardens, Polzeath</u> – Minute 161d/2017 above refers. It was RESOLVED to elect Cllrs. Boswell-Munday, Davis, Gisbourne, Morgan, Mould and Williams to meet with Mr Jon James, CC on 15th January 2018 at 6pm. The topics to be discussed and the amount Members are prepared to pay towards the running costs of the WCs. The Clerk to request Ms Anna Druce, CC to change the date of the Beach Management meeting until 16th January 2018 or later. ii. <u>Daymer Bay</u> – <p>c. <i>Uncovered Skips</i> – a complaint had been received about the amount of rubbish being blown around from uncovered skips. Members noted there is no legal requirement for skips to have a lid and there was, therefore, nothing they can do. No further action.</p> <p>d. <i>Brea Hill</i> – Natural England to carry out scrub management on this site. Details previously circulated via email.</p>	Clerk Clerk

169/2017	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule 2017/18-08, to a value of £6,021.06 was APPROVED for payment.</p> <table border="1" data-bbox="319 235 1284 548"> <thead> <tr> <th>EXPENSES</th> <th>Price</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Salaries, including NI & tax</td> <td>667.74</td> <td></td> <td>667.74</td> </tr> <tr> <td>Amenities - incl. WCs, play equipment, grass cutting</td> <td>909.20</td> <td></td> <td>909.20</td> </tr> <tr> <td>Administration - incl. election expenses Council Chamber</td> <td>303.03</td> <td>6.79</td> <td>309.82</td> </tr> <tr> <td>Trewint Community Building</td> <td>33.00</td> <td></td> <td>33.00</td> </tr> <tr> <td>Polzeath Marine Conservation Group - grant towards water bottle refill station</td> <td>3,601.30</td> <td></td> <td>3,601.30</td> </tr> <tr> <td></td> <td>500.00</td> <td></td> <td>500.00</td> </tr> <tr> <td colspan="3"></td> <td>£6,021.06</td> </tr> </tbody> </table> <p>b. <i>2018/19 Budget</i> – Members considered the draft budget prepared by the Clerk and a number of amendments were made:</p> <ol style="list-style-type: none"> i. <u>Polzeath Public WCs</u> – £15,000 was put into the budget, but is conditional on CC being able to guarantee Members’ conditions (Minute 161e/2017 and 169b[i]/2017 refers). ii. <u>Daymer Bay WCs</u> – £5,000 this will only be released on proven need. iii. <u>Parking Enforcement</u> – £2,000, but Members wish to discuss their requirements with CC. iv. <u>Flashing Speed Light</u> – Cllr. Williams proposed the purchase of two traffic speed lights to serve the school and the nursing home. £15,000 allowed in the budget as a contribution to the costs. Cllr. Gisbourne will approach the school and nursing home. <p>With these amendments, it was RESOLVED to adopt the budget. It was further RESOLVED to set the Precept at £50,000 for the next financial year. The Clerk to advise CC.</p> <p>It was RESOLVED to purchase new heaters for the Council Chamber. Cllr. Mould will speak to Mr Lee Edwards.</p> <p>Cllr. Richards left the meeting at this point.</p>	EXPENSES	Price	VAT	Total	Salaries, including NI & tax	667.74		667.74	Amenities - incl. WCs, play equipment, grass cutting	909.20		909.20	Administration - incl. election expenses Council Chamber	303.03	6.79	309.82	Trewint Community Building	33.00		33.00	Polzeath Marine Conservation Group - grant towards water bottle refill station	3,601.30		3,601.30		500.00		500.00				£6,021.06	<p>Clerk</p> <p>Cllr. Mould</p>
EXPENSES	Price	VAT	Total																															
Salaries, including NI & tax	667.74		667.74																															
Amenities - incl. WCs, play equipment, grass cutting	909.20		909.20																															
Administration - incl. election expenses Council Chamber	303.03	6.79	309.82																															
Trewint Community Building	33.00		33.00																															
Polzeath Marine Conservation Group - grant towards water bottle refill station	3,601.30		3,601.30																															
	500.00		500.00																															
			£6,021.06																															
170/2017	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda:</p> <p>a. <i>Cornwall Electoral Review</i> – the electoral review, which will set:</p> <ul style="list-style-type: none"> • The number of divisions • The number of councillors representing each division • Division boundaries • Names of divisions <p>Closing date is 19th February 2018. Details previously circulated via email. Cllrs. Boswell-Munday and Mould attended the meeting. The current proposal is for a new division, to include Highlands, Lowlands and Wade-bridge West, Edmonton and St Breock. Members did not support this proposal and AGREED they wished to stay with St Endellion PC. Cllr. Mould will draft a response for circulation to Members.</p> <p>b. <i>Positive Parking Review</i> – Minute 154f/2017 refers. The Clerk had provided CC with the date for switching on of the Polzeath Christmas Lights. They will now provide free parking for the event.</p> <p>c. <i>Winter Wellbeing Guide</i> – copies can be obtained and distributed to vulnerable people in the community, from phdesk@cornwall.gov.uk</p> <p>d. <i>Polzeath Marine Conservation Group</i> – Ms Vickie Toland, Chair had emailed to pass on their sincere thanks to Lowlands PC for making a grant of £500 towards the funding for the Water Bottle Filling Station to be erected on the grass by Polzeath beach.</p>	<p>Cllr. Mould</p>																																

	<p>e. <i>Countryside Voice</i> – Winter 2017.</p> <p>f. <i>Business Rates</i> – it was RESOLVED to support a proposal from Falmouth town Council that public conveniences should be exempt from business rates. The Clerk to complete the survey form.</p>	Clerk
171/2017	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meetings</i> – Tuesday, 2nd January 2018.</p> <p>b. <i>December Planning Meeting</i> – no meeting to be held, except that the Chairman may call an Extraordinary Meeting, if necessary.</p> <p>c. <i>Clerk’s Leave</i> – 23rd December 2017 to 1st January 2018 inclusive.</p>	
172/2017	<p><u>Information Only/Future Agenda Items</u> –</p> <p>a. None.</p>	
173/2017	<u>Meeting Closed</u> – 9.24pm.	

Signature: (Cllr. Gisbourne)
Chairman

Date: 2nd January 2018