

**St MINVER LOWLANDS PARISH COUNCIL**  
**NOTICE AND AGENDA OF THE FULL MEETING, TO BE**  
**HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHURCH**  
**ON TUESDAY, 3<sup>rd</sup> APRIL 2018 @ 7pm**

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

| Minute  | AGENDA ITEMS   | Action      |
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|         | <p>Prior to the meeting, Members to meet with Mr Peter Marsh, Service Director: Environment, CC i.r.o. trading pitches on Polzeath Beach <b>at 7pm</b>.</p> <p><u>Chairman's Welcome and Public Forum</u> – members of the public may address the Parish Council, prior to the commencement of the meeting.</p>  |             |
| 44/2018 | <u>Apologies for Absence</u> – Cllr. Richards (leave).   |             |
| 45/2018 | <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>   |             |
| 46/2018 | <p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 5<sup>th</sup> March 2018.</p> <p>b. <i>Planning Meeting</i> – March meeting cancelled.</p>  |             |
| 47/2018 | <p><u>Outside Bodies / Reports</u> –</p> <p>a. <i>County Council</i> – Members to receive a report.</p> <p>b. <i>St Minver Highlands Parish Council</i> – a copy of their February and March Minutes to be made available to the Meeting.</p> <p>c. <i>Padstow Harbour Commission (PHC)</i> – a copy of their February Minutes to be made available to the Meeting.</p> <p>d. <i>Network Panel Meeting</i> – the next meeting had been rescheduled Thursday 19<sup>th</sup> April 2018, 7pm at Egloshayle Pavilion.</p> <p>e. <i>Polzeath Beach Management Group / Water Licences</i> – Members to receive a verbal report following the meeting held on Tuesday, 13<sup>th</sup> March 2018.</p> <p>f. <i>CC's Economic Growth &amp; Development Team</i> – meeting held in Wadebridge on 27<sup>th</sup> March 2018.</p> | Cllr. Mould |
| 48/2018 | <p><u>Planning Applications</u> – Members to consider the following, including any applications received after the agenda had been published:</p> <p>a. PA18/00961, Menwinnion, Dunders Hill, Polzeath – replacement dwelling.</p> <p>b. PA18/01494, Land NE of Blakes, Kerio Farm, St Minver – provision of log cabin home on land adjacent farm house.</p> <p>c. PA18/01534, Treteyln, Trewint Lane, Rock – reserved matters application for appearance, landscaping, layout and scale following outline approval PA16/03085 for erection of dwelling.</p>   |             |

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|         | <p>d. PA18/01638, <i>Tremeer, Sycamore Close, St Minver</i> – proposed garage and replacement boundary wall.</p> <p>e. PA18/01909, <i>9 Penmayne Villas, Penmayne, Rock</i> – single storey extension.</p> <p>f. PA18/01991, <i>Land Adj. to Sunleas, Dunders Hill, Polzeath</i> – application for approval of Reserved Matters to Approved Outline Application No. PA17/00741 dated 21st March 2017 for Plot 1 (access, appearance, landscaping, layout and scale).</p> <p>g. PA18/02244, <i>Penmayne Paddock, Penmayne, Rock</i> – Certificate of Lawful Development for Existing Use of static caravans as a dwelling on land at Penmayne Paddock.</p> <p>h. PA18/02337, <i>Waylands Corner, Rock Road, St Minver</i> – first floor extension and porch.</p> <p>i. PA18/02378, <i>Land Adj. to Kendall, Rock Road, St Minver</i> – removal of condition 9 (relating to 'brise soleil') in respect of decision PA17/02204 dated 21.06.17 for 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.</p> <p>j. PA18/02474, <i>Sea View, Tristram Cliff, Polzeath</i> – demolition of the existing single block lean-to utility room and store and the construction of a two-storey extension.</p>                         |  |
| 49/2018 | <p><u>Other Planning Issues</u> –</p> <p>a. <i>Trewiston Lane Proposed Development</i> – Members to receive a verbal report following the public consultation held on 14<sup>th</sup> March 2018.</p> <p>b. <i>Egloshayle, St Breock &amp; Wadebridge Neighbourhood Plan</i> – consultation period, Monday 19<sup>th</sup> March to Friday 11<sup>th</sup> May. Details previously circulated via email. See: <a href="http://www.wadebridge-tc.gov.uk/nhp.html">http://www.wadebridge-tc.gov.uk/nhp.html</a></p>  |  |
| 50/2018 | <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>St Minver Community Hub</u> –</p> <ul style="list-style-type: none"> <li>o <i>Charitable Incorporated Organisation</i> – progress report.</li> <li>o <i>Fundraising Development Plan</i> – standard item on the agenda</li> </ul>  |  |
| 51/2018 | <p><u>Highway Matters</u> –</p> <p>a. <i>Trewiston Lane Traffic Calming</i> – Minute 36b/2018 refers. In response to Members' request for a kissing gate, Mr Dave Wood, Cormac Countryside Officer advised he will look at the location and report back. They do encourage the improvement of access by the use of gates rather than stiles, as they are less restrictive. If it is possible to install one in terms of space; requires 2400mm width, then all is well. It will also require the landowner's consent.</p> <p>Cormac can provide and deliver the entire kit (and plans) for free, which would only leave the installation costs.</p> <p>NOTE – Mr Oliver Jones, Cormac suggests it would be well worth the whole area being consider as part of a feasibility study, this won't only review all the possible options but will also provide an indication of costs i.r.o. various traffic calming issues in the Trebetherick area. He is hoping that there will be confirmation post April 2018.</p> <p>b. <i>Rock Road Drains</i> – Members to receive an update, i.r.o.:</p> <p>i. <u>Drain adjacent to curlew Cottage on Rock Road</u> – the water from here overflows and runs across the road through a pipe in a paved parking area, any water that misses that pipe runs down into a drain outside a house called Trebarrick.</p> |  |

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|         | <p>ii. <u>The Storm Drain just outside the Sub-station on Rock Road</u> – the water also gets into the telecom ducting, this then overflows into the drain at the bottom of the entrance to St Enodoc Hotel.</p> <p>iii. <u>The bottom of Golf Course Hill</u> – the storm drain overflows and bubbles up by the adjacent telegraph pole which then runs into more BT ducting and spills out into a pool of water by another drain opposite a house called The Cottage.</p> <p>NOTE – Mr Oliver Jones, Cormac advised this location is under investigation. They have had a CCTV survey undertaken and hope to have a plan of remedial measures for the new budget (post April), this is obviously subject to reviewing the CCTV survey once received.</p> |                                   |
| 52/2018 | <p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>Emergency Plan</i> – Members to consider creating an Emergency Plan for the parish, to include consideration of the provision of grit bins.</p> <p>b. <i>Replacement Bench</i> – Members to consider a request to replace an existing bench on the Daymer Bay to Polzeath coastal path.</p>   | Cllr. Mould                       |
| 53/2018 | <p><u>Administrative Matters</u> –</p> <p>a. <i>Procedures</i> – Minute 24a/2018 refers. Members to receive a verbal report, following a review by Cllrs. Gisbourne, Morgan and Mould of the:</p> <p>i. <u>Standing Orders</u></p> <p>ii. <u>Financial Regulations</u></p> <p>NOTE – Financial Regulations to be reviewed every 4 years (Standing Orders 20.8 refers). Last revised Jan 2009.</p>  | Cllrs. Mould / Gisbourne / Morgan |
| 54/2018 | <p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule 2018/19-01.</p> <p>b. <i>Heaters</i> – Minute 11d/2018 refers. Members to receive an update i.r.o. the provision of new heaters for the Council Chamber.</p> <p>c. <i>Community Hall Account</i> – Minute 25d2018 refers. Members to consider any response from Barclays Bank, i.r.o. the accounts closed in error.</p>   | Cllr. Mould                       |
| 55/2018 | <p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda:</p> <p>a. <i>Coastal Community Fund, Round 5</i> – the guidance and link to the fund details is <a href="https://www.gov.uk/government/collections/coastal-communities">https://www.gov.uk/government/collections/coastal-communities</a>. Details previously circulated via email.</p> <p>b. <i>St Minver PTA</i> – a thank you had been received from the PTA i.r.o. Members' grant.</p>   |                                   |
| 56/2018 | <p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meetings</i> – <b>Tuesday</b>, 8<sup>th</sup> May 2018.</p> <p>b. <i>Planning Meeting</i> – 16<sup>th</sup> April 2018.</p> <p>c. <i>Parish Meeting</i> – 16<sup>th</sup> April 2018. Cllr. Gisbourne to provide a Chairman's report</p> <p>d. <i>Cornwall Community Land Trust</i> – half-day seminar. Friday 20<sup>th</sup> April 2018, 9.30am – 2pm. Truro City Hall. Details previously circulated via email</p>  |                                   |
| 57/2018 | <p><u>Information Only/Future Agenda Items</u> –</p> <p>a.</p>   |                                   |
| 58/2018 | <p><u>Closed Session</u> – in view of the special/confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be excluded and they are instructed to withdraw.</p>  |                                   |

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| 59/2018 | <u>Coronation Gardens WCs</u> – Minute 37a/2018 refers. Members to consider any costings for the proposal to restructure the cleaning contract with Cormac to provide a toilet attendant during the 6-week holiday season. |  |
| 60/2018 | <u>Meeting Closed</u> –  |  |

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

Date: 26<sup>th</sup> March 2018

Contact: 12 Bonython Drive, Grampound, Truro, Cornwall, TR2 4RL.  
Tel: 01726-884024  
E-mail: [clerk@stminver-lowlands.org.uk](mailto:clerk@stminver-lowlands.org.uk)  
Website: [www.stminver-lowlands.org.uk](http://www.stminver-lowlands.org.uk)