



St MINVER LOWLANDS PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING

HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHURCH

ON MONDAY, 2nd JULY 2018 @ 7.30pm

Present: Cllr. Gisbourne (Chairman) Cllr. Ms Boswell-Munday 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>Ms Faith Toogood said the PTA are fully supportive of the proposal i.r.o. the possible provision of a flashing 30mph traffic speed sign (VAS) near St Minver School. She uses the road daily and has seen many near misses. She offered her help, including fundraising. Cllr. Gisbourne said the Network Panel were looking at using the Highway budget to fund four mobile VAS.</p> <p>Cllr. Dingle, Highlands supported Ms Toogood i.r.o. the VAS. He said the 'School' sign is too far from the turning to the school. He felt a bigger sign indicating 'St Minver School' was needed.</p> <p>He referred to the 'Blue Tomato', which he owns. He sought Members' views on replacing the existing awning with a permanent structure. Members thought this would be an improvement.</p> <p>Cllr. Dingle said there is an issue with the disabled parking on Polzeath Beach, in that the sand is too soft and is causing issues. County Cllr. Mould will advise Ms Anna Druce, CC.</p> <p>Mr Charlie Turner spoke regarding Treteylu, for which it is believed new plans are being submitted. There has been a reduction in the height. He said the new building will be further from his home but is still overbearing on the home of the neighbour the other side.</p>	Cllr. Mould
	<u>Apologies for Absence</u> – Cllrs. Crowdy, Davis, Gilbert and Morgan.	
95/2018	<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> – there were no requests for dispensations.</p>	
96/2018	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 4th June 2018, AGREED as a true record.</p> <p>b. <i>Planning Meeting</i> – June meeting cancelled.</p>	

97/2018	<p><u>Outside Bodies / Reports –</u></p> <p>a. <i>County Council</i> – Cllr. Mould said the CIL payments are to be agreed at the Full Council meeting next Tuesday. She has serious concerns about the proposal as it stands.</p> <p><i>Cornwall Division Boundaries</i> – consultation ends 17th September 2018. Details previously circulated via email. Cllr. Mould said the parish in the current group have been kept together.</p> <p>b. <i>St Minver Highlands Parish Council</i> – a copy of their May and June Minutes were made available to the Meeting.</p> <p>c. <i>Padstow Harbour Commission (PHC)</i> – a copy of their May Minutes were made available to the Meeting.</p> <p>Consultation questionnaire for Camel Estuary designation can be viewed on: https://consult.defra.gov.uk/marine/consultation-on-the-third-tranche-of-marine-conser/consultation/subpage.2018-06-05.5951964737/. Deadline for comments is 20th July 2018.</p> <p>d. <i>Network Panel Meeting</i> – Cllrs. Gisbourne and Mould had attended the meeting held on 28th June 2018.</p> <p>e. <i>Polzeath Beach Management Committee</i> – next meeting TBC. Ms Anna Druce, CC had asked for confirmation of the 'stacker' start date.</p> <p>f. <i>Cornwall Planning Partnership</i> – Cllr. Boswell-Munday had attended the meeting held on 26th June 2018. She reported the CIL had been discussed.</p>	
98/2018	<p><u>Planning Applications</u> – Members considered the following, including any applications received after the agenda had been published:</p> <p>a. <i>PA18/04301, Site Adjacent to Penmayne Paddock, Rock</i> – removal of two static caravans and erection of single-storey dwelling.</p> <p>Ms Samantha Hewitt, CC had sought further advice from Mr Nigel Doyle and had been told this application constitutes a replacement dwelling and as such the NDP does not require a principal occupancy restriction. Members continue to maintain that planning permission should have conditions imposed for a single-storey dwelling (with no dormers) and to have a permanent residency clause. Cllr. Mould said she would take it to CC's Committee.</p> <p>b. <i>PA18/04693, Harberton, Rock Road, Rock</i> – Certificate of Lawfulness for proposed single storey ground floor rear extension, change to roof shape over existing reception room, demolition of existing garage to side, addition of dormers to rear slope of main roof, changes to fenestration and new flue / chimney to rear reception room.</p> <p>Members were unclear why the Certificate was being applied for. Mr Sam Dunn, CC explained consideration in this type of application is whether proposed use or development is lawful for planning purposes or not, under the provisions of the Permitted Development Order. The planning consent for a new dwelling PA16/04872 has not yet expired. The decision was made 19th January 2017 and has 3 years to be implemented.</p> <p>Members are dismayed at the state of the site / building and the Clerk was instructed to tell the case officer of their concerns.</p> <p>c. <i>PA18/04535, 23 Hr. Tristram, Polzeath</i> – extension and conversion of existing garage to form a self-contained annexe. Cllr. Mould declared an interest and left the meeting whilst this was discussed.</p> <p>NO OBJECTION provided the building remains an annexe to the main dwelling.</p> <p>d. <i>PA18/04725, The Dome House, The Point at Polzeath</i> – removal of dome structure and replacement with 1st floor extension. External alterations. NO OBJECTION.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>e. <i>PA18/05005, Land North of Deer Park Rock Road Rock</i> – non-material amendment (No. 1) for Minor amendments to Plots 1-4 relating to fenestration, materials, roof detail and balconies and for plots 5-8 to have a minor amendment to the ground floor front glazing to (PA18/00666) Reserved matters application in respect of decision PA14/02233 (Outline permission for proposed 50/50 affordable/market housing development x 8 No dwellings). CC ruled this was unacceptable as an amendment.</p> <p>f. <i>PA18/05013, Coolgrena, Daymer Lane, Trebetherick</i> – demolition and replacement of detached dwelling. Ms Samantha Hewitt, CC had advised she is expecting an amended plan moving the proposed dwelling 1m to the west within the plot. NO OBJECTION.</p> <p>g. <i>PA18/05057, Bramble Hill, Green Lane, Rock</i> – fell two Macrocarpa trees subject to a Tree Preservation Order and replace with Quercus Ilex. NO OBJECTION but Members would like the replacement trees to be of a mature size.</p> <p>h. <i>PA18/05196, Access to Trewiston Farm, St Minver</i> – erection of an agriculturally tied dwelling. NO OBJECTION.</p> <p>i. <i>PA18/05327, Rosemayne, Penmayne, Rock</i> – variation of condition 2 in relation to decision notice PA16/07146 dated 05/10/2016: Plan amendments to improve the visual appearance of the dwelling. NO OBJECTION.</p> <p>j. <i>PA18/05329, Trefelix, Daymer Lane, Trebetherick</i> – construction of new 3 vehicle garage with gymnasium within roof space over. NO OBJECTION.</p> <p>k. <i>PA18/05445, Land S of Tennessee, Rock Road, Rock</i> – non-material amendment for movement of property 2.5m to the east to remove the foundation line away from SWW main sewer pipe to decision notice PA18/00717. NO OBJECTION.</p> <p>l. <i>PA18/05597, 4 Forlaze Road, Rock</i> – works to trees subject to a tree preservation order. Crown reduce Beech (T1) by 2.5 metres on S side. Remove Beech (T3). Crown reduce Beech (T4) by 1 metre on S side, crown raise to 4 metres and reduce lowest limb by 2.5 metres. Remove lowest branch on S side from Beech (T5). Crown reduce Beech (T7) by 1.5 metres on S side. NO OBJECTION provided the Tree Officer has no objection.</p> <p>m. <i>PA18/05637, Sanderlings, road from St Moritz Hotel to Daymer Lane, Trebetherick</i> – variation of Condition 2 on application number PA17/11698 – proposed alterations and extensions to provide 2 bedrooms at first floor level, extension to rear elevation, internal alterations, construction of a linked garage and addition of a PV panel array (Application Number: PA17/11698 Date of Decision: 29/12/2017 refers) – namely: Condition Removal - Change of position of PV panel array to roof. Reposition of roof lights. Revision to windows. Addition of window to West Elevation first floor. NO OBJECTION.</p> <p>n. <i>PA18/06078, Lanarth, Rock Road, Rock</i> – works to trees subject to a tree preservation order. Spread reduction of four Monterey Cypress trees from 7 metres to 5 metres on the eastern side and 8 metres to the west. NO OBJECTION provided the Tree Officer has no objection, but Members want guarantees that the trees will not be felled.</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>
99/2018	<p><u>Planning Applications Approved by CC</u> – information only.</p> <p>a. <i>PA17/02538, Fore Dore Nursing and Residential Home, Trebetherick</i> – demolition of existing buildings and establishment of eight dwellings.</p> <p>b. <i>PA18/00961, Menwinnion, Dunders Hill, Polzeath</i> – replacement dwelling.</p> <p>c. <i>PA18/01075, Land N of Broad Park Close, Trewiston Lane, St Minver</i> – proposed art gallery (no retail).</p>	

	<p>d. <i>PA18/01195, The Garden House, Shores Lane, Rock</i> – application for works to a tree subject to a tree preservation order – works to a macrocarpa (T88).</p> <p>e. <i>PA18/01402, Sandy Cole, Golf Course Hill, Rock</i> – works to trees subject to a TPO - 2 x Macrocarpa trees to be reduced in height to below the height of the low voltage power line to make safe due to damage in the upper canopy of one of the trees and the unstable sandy bank where the trees are situated.</p> <p>f. <i>PA18/01509, CarnDu Woods, Golf Course Hill, Rock</i> – various works to trees covered by a Tree Preservation Order - T1 Cupresses Macrocarpa and T2 Group of 3 Sycamore Trees.</p> <p>g. <i>PA18/02244, 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. <i>PA18/02337, Waylands Corner, Rock Road, St Minver</i> – first floor extension and porch.</p> <p>i. <i>PA18/02474, 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> <p>j. <i>PA18/02863, The Cracking Crab, Tristram Caravan and Camping Park</i> – introduction of sleeper wall to retain grassed terrace for seating area with windbreak to existing terraced wall.</p> <p>k. <i>PA18/03618, Land SE of St Margarets, Rock Road, Rock</i> – variation of condition 2 (plans approved) of decision PA16/06450 dated 07.09.16 to allow minor material amendment for provision of additional access and light to the building.</p> <p>l. <i>PA18/03829, Doom Bar House, Daymer Lane, Trebetherick</i> – application for a non-material amendment for replacement doors with window on the north east elevation. Reposition the garden store window on the north west elevation in respect of decision PA17/06634.</p> <p>m. <i>PA18/03860, Azime Court, Rock Road, Rock</i> – alterations to existing garage building to provide first floor office accommodation and associated rationalisation of rear parking area.</p>	
100/2018	<p><u>Planning Applications Refused by CC</u> – information only.</p> <p>a. <i>PA18/02378, 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>	
101/2018	<p><u>Neighbourhood Plans, Affordable Housing, and Cornwall Local Plan Housing Apportionment</u> – letter from the N Cornwall Cluster Group, previously circulated via email. It was RESOLVED to support the Group in this matter.</p>	Clerk
102/2018	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Children's Play Area</i> – Members considered:</p> <p>i. <u>Fortnightly H&S Inspection Reports</u> – the fortnightly H&S Inspection Reports were unavailable.</p> <p>ii. <u>RoSPA Annual Report</u> – previously circulated via email. It was RESOLVED to send a copy to Mr Meneer and ask him to carry out the highlighted repairs, prioritising those at 'Medium' risk.</p> <p>b. <i>St Minver Community Hub</i> – discussion on this item was deferred to the Closed Session below.</p>	Clerk

	<p>b. <i>General Data Protection Regulations (GDPR)</i> – Members to:</p> <p>i. <i>Data Asset Register</i> – it was RESOLVED to adopt the draft document, previously circulated via email.</p> <p>ii. <i>Data Audit</i> – deferred until draft document received from CALC.</p> <p>c. <i>Grants Policy</i> – Members declined to adopt the draft Grants Policy previously circulated via email.</p>																													
106/2018	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule 2018/19-04, to a value of £2,977.27 was APPROVED for payment.</p> <table border="1"> <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>1,389.18</td> <td></td> <td>1,389.18</td> </tr> <tr> <td>Amenities - incl. WCs</td> <td>1,025.00</td> <td>42.80</td> <td>1,067.80</td> </tr> <tr> <td>Administration</td> <td>83.50</td> <td>6.79</td> <td>90.29</td> </tr> <tr> <td>Cemetery</td> <td>180.00</td> <td></td> <td>180.00</td> </tr> <tr> <td>Cornwall Air Ambulance - grant</td> <td>250.00</td> <td></td> <td>250.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td>£2,977.27</td> </tr> </tbody> </table> <p>b. <i>Heaters</i> – Minute 11d/2018 refers. Cllrs. Mould / Williams to arrange new heaters for the Council Chamber.</p> <p>c. <i>Microsoft Word, Excel and PowerPoint</i> – it was RESOLVED to purchase these programs for the PC's laptop. The Clerk to liaise with ICT Connect.</p>	EXPENSES	Price	VAT	Total	Salaries, including NI & tax	1,389.18		1,389.18	Amenities - incl. WCs	1,025.00	42.80	1,067.80	Administration	83.50	6.79	90.29	Cemetery	180.00		180.00	Cornwall Air Ambulance - grant	250.00		250.00				£2,977.27	<p>Cllrs. Mould / Williams</p> <p>Clerk</p>
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107/2018	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda:</p> <p>a. <i>Battles Over Events</i> – organisers of these events are encouraged to complete an Event Notification Form (ENF) and send it to Event Planning, CC: eventplanning@cornwall.gov.uk. Details previously emailed</p> <p>b. <i>Coastal Sculpture, Cornwall</i> – Members to consider a proposal for a Sculpture Walk in 2019 from Polzeath to Daymer. Similar events are held in Australia and Denmark, drawing thousands of spectators every year. Details previously circulated via email. See also 108b/2018.</p> <p>c. <i>Polzeath Trade Pitch</i> – application form from Ginger Joolry & Co previously circulated via email. Members feel this is in direct conflict with shops selling the same goods. This is not a service but a retail occupation and therefore object to the application. It had been reported that the applicant is trading on the wall. The Clerk to pass these comments to Ms Druce.</p> <p>d. <i>Clerks & Councils Direct</i> – July 2018. Taken by Cllr. Mould.</p>	<p>Clerk</p>																												
108/2018	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meetings</i> – 3rd September 2018. NOTE – no meeting will be held in August.</p> <p>b. <i>Planning Meeting</i> – meeting cancelled. NOTE – there will be a presentation i.r.o. the proposed Coastal Sculpture project prior to the Planning Meeting on 20th August.</p> <p>c. <i>Clerk's Leave</i> – 18th August – 2nd September 2018 (inclusive). Apologies from the Clerk for the Planning meeting on 20th August.</p> <p>d. <i>Cruse Bereavement Annual General Meeting</i> - Friday 13th July 2018 at 7.30pm, The Trelawney Room, New County Hall.</p> <p>e. <i>Polzeath Marine Conservation Group</i> – invite Members to the opening of their second water Refill Station in Rock on Saturday 7th July 2018.</p>																													
109/2018	<p><u>Information Only/Future Agenda Items</u> –</p> <p>a. None.</p>																													

110/2018	<u>Closed Session</u> – in view of the special/confidential nature of the business about to be transacted, it was RESOLVED that it is advisable in the public interest that the press and public be temporarily excluded and they were instructed to withdraw.	
111/2018	<u>St Minver Community Hub</u> – a progress report was circulated to the meeting and a number of amendments were suggested. Cllr. Boswell-Munday will circulate a revised copy. Members RESOLVED to support the project financially up to £12,500 in the first financial year of its operation.	
112/2018	<u>Meeting Closed</u> – 21.51pm.	

Signature: (Cllr. Gisbourne)
Chairman

Date: 3rd September 2018