



## St MINVER LOWLANDS PARISH COUNCIL

### MINUTES OF THE FULL COUNCIL MEETING

#### HELD IN THE COUNCIL CHAMBER, ROCK METHODIST CHURCH

ON MONDAY, 4<sup>th</sup> FEBRUARY 2019 @ 7.15pm

Present: Cllr. Gisbourne (Chairman)                      Cllr. Ms Boswell-Munday                      Cllr. Crowdy  
 Cllr. Davis    Cllr. Miss Gilbert                                      Cllr. Mrs Morgan  
 Cllr. Mrs Mould (CC/PC)                              Cllr. Richards    Cllr. Mrs Webb  
 Mrs Thompson (Clerk)

Minute	AGENDA ITEMS	Action
	<u>Chairman's Welcome and Public Forum</u> – the Chairman opened the meeting and welcomed those present.	
15/2019	<u>Apologies for Absence</u> – Cllr. Williams.	
16/2019	<u>Members' Declarations</u> – a. <i>Registerable Declarations of Interests</i> – none. b. <i>Non-registerable interest</i> – none. c. <i>Declaration of Gifts</i> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds. d. <i>Dispensations</i> – none.	
17/2019	<u>Minutes of Meetings</u> – a. <i>Full Council Meeting</i> – 7 <sup>th</sup> January 2019, <b>AGREED</b> as a true record. b. <i>Planning Meeting</i> – January meeting cancelled.	
18/2019	<u>Outside Bodies / Reports</u> – a. <i>County Council</i> – Cllr. Mould said she had a meeting with the organisers of Porthilly Spirit. She said CC had supported the application for additional government funding for the PROWs. b. <i>St Minver Highlands Parish Council</i> – a copy of their January Minutes were made available to the Meeting. The Clerk reported that Highlands' Clerk had resigned. c. <i>Padstow Harbour Commission (PHC)</i> – a copy of their December Minutes were made available to the Meeting. d. <i>Network Panel Meeting</i> – the next meeting to be held on 7 <sup>th</sup> February, 7pm. NOTE – the Atlantic Terrace Feasibility Study at a cost of £13,200 had gained the panel's approval. e. <i>Polzeath Futures' Summit</i> – Cllr. Mould reported on the meeting with CC officers and Highlands held on 21 <sup>st</sup> January. A public meeting about the proposed beach ranger service for Polzeath will be held on Wednesday 6 <sup>th</sup> February 2019, 7pm in the Rock Institute.	

	<p>It had been agreed to have one full-time and two part-time Beach Rangers. NOTE – next meeting scheduled for 7<sup>th</sup> March 2019.</p> <p>f. <i>Police</i> – a letter from the Police Commissioner i.r.o. the proposal to increase the police element of the council tax was circulated via email.</p>	
19/2019	<p><u>Planning Applications</u> – Members considered the following, including any applications received after the agenda had been published:</p> <p>a. <i>PA18/11509, Sanderlings, Road from St. Moritz Hotel, Trebetherick</i> – proposed alterations and extensions to provide 2 bedrooms at first floor level, extension to rear elevation, internal alterations, construction of a linked garage/store, and addition of PV panels on the East elevation roof. <b>NO OBJECTION</b>, providing the only change is to the position of PV panels.</p> <p>b. <i>PA18/11643, Roundhouse Farmhouse, Trewiston Lane, St Minver</i> – removal of the existing porch and construction of an entrance hall and bedroom. <b>NO OBJECTION</b>.</p> <p>c. <i>PA18/11708, Dinham Cottage, Rock Road, St Minver</i> – creation of access to Rock Road gates in replacement of garden wall and hardstanding for off street parking. <b>OBJECT</b> as the proposed gates are out-of-keeping with the existing street scene.</p> <p>d. <i>PA18/11964, The Oystercatcher, Dunders Hill, Polzeath</i> – refurbishment and extend the existing Public House and Hotel and provide an external seating/dining area for Alfresco Dining including 2 No external covered seating booths and new bin store (decision PA17/06720) with variation of condition 2 to allow substitution of plans. <b>NO OBJECTION</b>.</p> <p>e. <i>PA19/00062/PREAPP, Spring Barn, Trewint Lane, Rock</i> – pre-application advice for extension of holiday let to create an additional bedroom, additional bathroom plus family living space. This property was originally sold as an affordable property for local people with a condition it should not be extended; with this in mind – Members <b>OBJECT</b> on the grounds it is being extended to an unacceptable size for such a dwelling in the open countryside.</p> <p>f. <i>PA19/00132, Land S of Ferryside, Rock Road, Rock</i> – erection of dwelling with variation of conditions 1 and 4 in respect of decision PA18/10352 dated 14.12.18 in order to amend site parking arrangements and the internal layout. <b>OBJECT</b> as this would increase the bedrooms from two to four and would be over development of the plot, the access to the site is poor and the parking would be inadequate for a four-bedroom property.</p> <p>g. <i>PA19/00277, 1 Gul Rock, Rock Road, Rock</i> – fell two Sycamore Trees subject to a Tree Preservation order. <b>NO OBJECTION</b> subject to the Tree Officer having no objection but Members request the trees are kept if at all possible.</p> <p>h. <i>PA19/00387, Treleven Cottage, Highcliff, Polzeath</i> – siting of shepherd's hut. <b>NO OBJECTION</b>.</p> <p>i. <i>PA19/00450, 27 St Moritz Villas, Trebetherick</i> – proposed extension to balcony. <b>NO OBJECTION</b>.</p> <p>j. <i>PA19/00588, Tzitzikama Lodge, Rock Road, Rock</i> – application for works to a tree subject to a tree preservation order – works to a macrocarpa. <b>NO OBJECTION</b> subject to the Tree Officer having no objection, but Members would like a substantial replacement tree planted in its place.</p> <p>k. <i>PA19/00088 /PREAPP, Land SE of Pityme Industrial Estate, St Minver</i> – pre-application advice to build workshop/units/showroom/offices/wash down and prep areas for marine business. Cllrs. Crowdy and Davis left the meeting when this was being discussed. <b>NO OBJECTION</b>.</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> <p>Clerk</p>
20/2019	<p><u>Planning Applications Approved by CC</u> – information only.</p> <p>a. <i>PA18/03758, Carn Cobba, Tristram Cliff, Polzeath</i> – proposed boat store in garden.</p>	

- b. *PA16/03215, Land North of Broad Park Close, St Minver* – Outline planning for the development of 22 dwellings to include affordable housing for local people, with all matters reserved.
- c. *PA18/02470/PREAPP, Sanderling, Rock Road, St Minver* – pre-application advice for proposed development of 30 mixed detached units both single and two-storey.
- d. *PA18/07228, Trefelix, Daymer Lane, Trebetherick* – construction of new three vehicle garage with gymnasium within roof space over. Regularisation of annex over existing garage.
- e. *PA18/07346, Tzitzikama, Rock Road, Rock* – construction of four new build dwellings - variation of conditions 2 (approved plans) and 4 (landscaping boundaries) in respect of decision notice PA16/01791 dated 10/06/2016.
- f. *PA18/07351, Trefresa Farm, Rock* – conversion of barns to dwellings, associated landscaping and parking, demolition of barns, construction of swimming pool, and alterations and extension to farm houses.
- g. *PA18/07400, Trethwaite, Rock Road, Rock* – replacement dwelling with boathouse.
- h. *PA18/08149, White Lodge, Rock Road, St Minver* – application for a new stone outbuilding.
- i. *PA18/08204, Cappa Lodge, Rock Road, Rock* – tree works to T1 Old Ash coppice stool subject to a TPO.
- j. *PA18/08269, Four Geese, Road from Dunders Hill to Worthy Hill, Trebetherick* – alterations and extensions to existing dwelling, replacement garage.
- k. *PA18/08425, Trewint Lane, Rock* – change of use of land for the keeping of horses and all-weather sand school, suitable for exercising horses all year round regardless of the weather and ground conditions in an enclosed, safe environment (size: 25m x 45m) and new stable for horses.
- l. *PA18/08584, Avocets, Rock Road, Rock* – works to tree covered by a Tree Preservation Order - *Macrocarpa* in corner of Avocets garden - remove lower branches (to approx 3 metres up from lowest branch) and *Sycamore* (T9) in front garden - fell tree and replace.
- m. *PA18/08604, Coolgrena, Daymer Lane, Trebetherick* – non-material amendment (No. 1) for enlargement of porch at rear to include attached store in respect of (PA18/05013) Demolition and replacement of detached dwelling.
- n. *PA18/08617, Land W of An Lys, Rock Road* – construction of three new dwellings.
- o. *PA18/08646, 5 Gul Rock, Rock Road, Rock* – works to a tree subject to a tree preservation order. Removal of semi-mature *sycamore*.
- p. *PA18/09024, 36 Trelyn, Rock* – single storey rear extension to form bedrooms and breakfast area. Alteration and extension to the roof at the front and alteration to windows and internal alterations.
- q. *PA18/09105, Land N of Moiety Cross, Rock* – construction of a dwelling.
- r. *PA18/09165, Tradewinds, Dunders Hill, Polzeath* – extension and improvements with variation of condition 2 (approved plans) of decision notice PA17/10733 dated 22<sup>nd</sup> December 2017 to allow for re-design of scheme.
- s. *PA18/09179, Tennessee, Rock Road, Rock* – open car port.
- t. *PA18/09278, Land N of Deer Park, Rock Road, Rock* – reserved matters of appearance, scale, landscaping and layout following outline permission PA14/02233 for 50/50 affordable/market housing development x 8 No dwellings.

- u. *PA18/09298, 8 Little Treverrow, Rock* – demolition of the existing dwelling and decking area and erection of relocated dwelling and decking area including roof lights.
- v. *PA18/09501, 8 Penmayne Villas, Penmayne, Rock* - single storey extension and adaptations for disabled person.
- w. *PA18/09616, St Petroc, Highcliff, Polzeath* – application to reposition the approved new dwelling at St Petroc, following approval ref: PA17/01706.
- x. *PA18/09616, St Petroc, Highcliff, Polzeath* – application to reposition the approved new dwelling at St Petroc, following approval ref: PA17/01706.
- y. *PA18/09628, Weston, Sycamore Close, St Minver* – construction of a replacement dwelling and associated works.
- z. *PA18/09899, Land S of Ferryside, Rock Road, Rock* – non-material (NMA 1) amendment for the extension of permitted undercroft to provide additional boat store in respect of decision notice PA13/11387.
- aa. *PA18/09933, Azime Court, Rock Road, Rock* – alterations (including conversion of part of the existing roof space) and extension (at the rear of the building) to create an additional one-bedroom apartment together with alterations to the principal elevation of the building to improve the visual appearance and enhance the street scene.
- bb. *PA18/10033, Brea Heights, Access to Rear of St Moritz Hotel, Trebetherick* – construction of a replacement single residential dwelling house.
- cc. *PA18/10219, Penworthy, Rock Road, Rock* – proposed dormer window extension.
- dd. *PA18/10280, Rock Haven, Rock Road, St Minver* – application for variation of Condition 3 (approved plans) of PA17/09343 dated 17<sup>th</sup> November 2017 to demolish dwelling and replace with new build 5 bedroom detached house to change the roof finish replaced with natural slate, corner of building moved 2 within 2.8m of western boundary / Harleigh, removed and added new windows/roof-light to eastern and western elevations.
- ee. *PA18/10304, Lanarth, Rock Road, Rock* – replacement dwelling (Lanarth) and the construction of guest annex "The Garden House" with variation of conditions 4 and 5 in respect of decision PA16/02083 dated 08.07.16 to allow amendments to the tree protection and landscaping scheme.
- ff. *PA18/10352, Land S of Ferryside, Rock Road, Rock* – erection of a dwelling with variation of condition number 2 (plans approved) in respect of decision PA13/11387 dated 05.08.14 to allow minor material amendments - to the scheme by enclosing the proposed entrance staircase.
- gg. *PA18/10352, Land S of Ferryside, Rock Road, Rock* – erection of a dwelling with variation of condition number 2 (plans approved) in respect of decision PA13/11387 dated 05.08.14 to allow minor material amendments - to the scheme by enclosing the proposed entrance staircase.
- hh. *PA18/10647, 25 Dingles Way, Penmayne, Rock* – alternative design to single storey rear extension previously permitted under PA18/06147.
- ii. *PA18/10748, St Moritz Hotel Access to Rear of St Moritz Hotel Trebetherick* – proposed luxury hotel suites with variation of condition 3 (occupancy restriction) of decision PA18/05169 dated 13/09/2018 to allow amended wording of the condition (see attached planning statement).
- jj. *PA18/10777, Flintstones, Golf Course Hill, Rock* – tree works to T12 Cupressus macrocarpa subject to a TPO – removal and reduction of branches.
- kk. *PA18/10821, 18 Rock Villas, Rock* – proposed two storey side and rear extension including balcony.
- ll. *PA18/11006, 11 Higher Tristram, Polzeath* – install a glass balustrade around the top of the single storey extension to be used as a sun deck.

	<p>mm. PA18/11265, Green Court, Golf Course Hill, Rock – works to trees covered by a Tree Preservation Order.</p> <p>nn. PA18/11382, Penmayne Cross, Rock Road, Rock – two extensions to detached single-storey dwelling.</p>	
21/2019	<p><u>Planning Applications Refused by CC</u> – information only.</p> <p>a. PA18/07035, Land W of Trewiston Lane, St Minver – construction of 51 dwellings (use class C3), with associated access, highways improvements, landscaping, infrastructure, drainage and public open space.</p>	
22/2019	<p><u>Trewint Playing Fields</u> –</p> <p>a. <u>Children’s Play Area</u> – Members considered:</p> <ol style="list-style-type: none"> <li>i. <u>Fortnightly H&amp;S Inspection Reports</u> – no problems.</li> <li>ii. <u>RoSPA Annual Report</u> – Cllr. Davis will carry out the outstanding repairs.</li> <li>iii. <u>New Piece of Play Equipment</u> – Cllr. Gilbert to bring a proposal to a future meeting.</li> </ol> <p>b. <u>St Minver Community Hub</u> – Members received an update on:</p> <ol style="list-style-type: none"> <li>i. <u>Community Interest Company</u> – The Hub had been successfully set up as a CIC (Limited Company) w.e.f. 3<sup>rd</sup> January 2019. Registration Number 11747968. Regular meetings are being held.</li> <li>ii. <u>Fundraising Development Plan</u> – standard item on the agenda. An article will be placed in <i>The Link</i> seeking help with fundraising events. Cllr. Boswell-Munday urged Members ‘to spread the word’.</li> </ol>	<p>Cllr. Davis</p> <p>Cllr. Gilbert</p>
23/2019	<p><u>Highway Matters</u> –</p> <p>a. <u>Cycle Rack, Polzeath</u> – Minute 153b/2018 refers. Mr Marsh, CC had agreed to fund a rack and had been provided with examples and costings. Mr Jolyon Sharpe, CC Countryside Officer had been appointed to deal with the project. Cllr. Mould will liaise with Mr Sharpe to consider a suitable location.</p> <p>b. <u>Mobile Speed Camera</u> – Cllr. Mould will seek the advice of Mr Oliver Jones, Cormac i.r.o. the suitability and siting of mobile and / or permanent speed cameras.</p> <p>c. <u>Additional Grass Cutting Areas</u> – it was <b>RESOLVED</b> to ask A1 Tree &amp; Grounds Ltd. to cut an additional grass area marked ‘LC’ on Site E (Greenbanks Road) of CC’s agency grass cutting map.</p> <p>d. <u>Road Sign</u> – Highways advised the sign and post (opposite Daymer junction) that had been damaged by a lorry will be reset and straightened.</p>	<p>Clerk / Cllr. Mould</p> <p>Cllr. Mould</p> <p>Clerk</p> <p>Information</p>
24/2019	<p><u>Administrative Matters</u> –</p> <p>a. <u>Community Governance Reviews</u> – Minute 9b/2019 refers. The review, to be conducted by CC, can look at the name of the PC, the warding arrangements within the area, the number of members and the external boundaries of the parish. Details emailed previously. Further information: <a href="https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/8312/1527635.pdf">https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/8312/1527635.pdf</a>. Members do not want any changes to the boundary and <b>RESOLVED</b> to request that Highlands and Lowlands are merged into one Parish Council. A decision on a consultation with the public was deferred until further guidance had been received from CC.</p> <p>NOTE – Cllr. Boswell-Munday to attend the CALC conference to help PCs understand the process on Saturday, 16<sup>th</sup> February 2019.</p> <p>b. <u>CC 2019 Off-Street Parking Order</u> – <a href="http://www.cornwall.gov.uk/trafficconsult">www.cornwall.gov.uk/trafficconsult</a>. Details previously emailed. Deadline for responses 1<sup>st</sup> February 2019</p>	<p>Clerk</p>

	<p>c. <i>Second Home Business Rates Consultation</i> – Minute 4a/2019 refers. Copy of the consultation circulated via email. Members did not consider that any of the options were appropriate. They proposed that every dwelling, regardless of status, should be banded so that everyone pays the full council tax, i.e. there should be no concessions for second homes.</p>	Clerk																																
25/2019	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule 2018/19-10 to a value of £41,121.56 was <b>APPROVED</b> for payment.</p> <table border="1"> <thead> <tr> <th><b>EXPENSES</b></th> <th><b>Price</b></th> <th><b>VAT</b></th> <th><b>Total</b></th> </tr> </thead> <tbody> <tr> <td>Salaries, including NI &amp; tax</td> <td>613.44</td> <td></td> <td>613.44</td> </tr> <tr> <td>Amenities - incl. WCs</td> <td>440.14</td> <td>7.83</td> <td>447.97</td> </tr> <tr> <td>Administration</td> <td>59.48</td> <td>6.89</td> <td>66.37</td> </tr> <tr> <td>Cemeteries</td> <td>842.00</td> <td>160.00</td> <td>1,002.00</td> </tr> <tr> <td>St Minver Hub</td> <td>38,001.88</td> <td></td> <td>38,001.88</td> </tr> <tr> <td>Council Chamber</td> <td>883.20</td> <td>106.70</td> <td>989.90</td> </tr> <tr> <td></td> <td></td> <td></td> <td><b>£41,121.56</b></td> </tr> </tbody> </table> <p>b. <i>Greenbanks to Pavillion</i> – the Clerk advised the local waste collection company will empty a new street waste bin at an approx. cost of £10 p.w. The Clerk to order a bin and pole and Cllr. Mould will clarify the location.</p>	<b>EXPENSES</b>	<b>Price</b>	<b>VAT</b>	<b>Total</b>	Salaries, including NI & tax	613.44		613.44	Amenities - incl. WCs	440.14	7.83	447.97	Administration	59.48	6.89	66.37	Cemeteries	842.00	160.00	1,002.00	St Minver Hub	38,001.88		38,001.88	Council Chamber	883.20	106.70	989.90				<b>£41,121.56</b>	Clerk / Cllr. Mould
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26/2019	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda:</p> <p>a. <i>Blue Flag</i> – Mr Jolyon Sharpe advised that Polzeath Beach will not qualify for Blue Flag status in 2019 due to a change in the way in which data is gathered. Details previously emailed.</p> <p>b. <i>Cornwall Rural Housing Association</i> – a charitable housing association. Candidates are invited to join the management committee.</p> <p>c. <i>Time and Tide Bell</i> – a gift of public art for one coastal community in Cornwall. Details previously circulated via email.</p> <p>d. <i>Area Team Planning</i> – email setting out the implementation of Area Team Planning in Cornwall had been circulated via email.</p> <p>e. <i>Citizens Advice Cornwall</i> – report regarding the provision and access to services in rural areas had been circulated via email.</p>																																	
27/2019	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meetings</i> – 4<sup>th</sup> March 2019 at 7.15pm.</p> <p>b. <i>Planning Meeting</i> – 18<sup>th</sup> February 2019 at 7.15pm.</p> <p>c. <i>CRCC Community Buildings Conference</i> – to be held on 12<sup>th</sup> February at Lanivet Village Hall, 9.45am – 4pm. Cost per delegate is £10.</p> <p>d. <i>Merlin Centre Fundraising Event</i> – Golf Day to be held at Truro Golf Club on Friday, 24<sup>th</sup> May 2019, 9am to 2pm. Cost is £120 for a team of four.</p> <p>e. <i>Camel Valley and Bodmin Moor Protection Society</i> – Meet Housing Need: Protect Our Environment. Talk by Mr Andrew George. 20<sup>th</sup> February 2019, 7.30pm, The Swan Hotel, Wadebridge.</p> <p>f. <i>Oystercatcher Re-opening Event</i> – 13<sup>th</sup> April 2019. Time TBC.</p> <p>g. <i>Climate Change and Neighbourhood Planning</i> – conference on 9<sup>th</sup> March.</p>																																	
28/2019	<u>Information Only/Future Agenda Items</u> – none																																	
29/2019	<u>Meeting Closed</u> – 8.58pm.																																	

Signature: ..... (Cllr. Gisbourne)  
Chairman

Date: 4<sup>th</sup> March 2019