



## 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> MARCH 2019 @ 7.15pm

Present: Cllr. Gisbourne (Chairman)      Cllr. Ms Boswell-Munday      Cllr. Davis  
 Cllr. Miss Gilbert      Cllr. Mrs Mould (CC/PC)      Cllr. Richards  
 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>Mrs Helen Rawe said the Wadebridge and District Museum are planning a display about the river. Members provided some contact details for those who might be able to help. Cllr. Mould will provide her with some material.</p> <p>Ms Tracey Coombs expressed her concerns regarding the planned event at Trefressa Farm (Minute 38a/2019 refers). County Cllr. Mould said she understood a Licensing application will be submitted next week at which point comments can be made.</p> <p>Mr Day said he had collected ninety email addresses of those who wished to be kept updated regarding the Trefressa Farm event. He said that local businesses on the Pityme Industrial Estate knew nothing about the proposal. Delivery vehicles would be causing disruption for a three-week period. He asked Members to support those opposing the event. Cllr. Mould said Ms Jacquie Rapiet, CC had submitted a report following the public meeting.</p> <p>Mr Day said there are four public footpaths going through the Trefressa site. He said that from comments made by the applicants at the public meeting they propose to re-route the paths – in one instance this would be onto the public highway, which was totally unacceptable.</p> <p>Mr James Ross of the Polzeath Life Surfing Club sent his apologies he was unable to attend (Minute 41b/2019 below refers).</p>	Cllr. Mould
30/2019	<u>Apologies for Absence</u> – Cllrs. Crowdy, Morgan and Webb.	
31/2019	<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> – none.</p>	
32/2019	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 4<sup>th</sup> February 2019, <b>AGREED</b> as a true record.</p> <p>b. <i>Planning Meeting</i> – 18<sup>th</sup> February 2019, <b>AGREED</b> as a true record.</p>	

33/2019	<p><u>Outside Bodies / Reports</u> –</p> <p>a. <i>County Council</i> – Cllr. Mould reported she had received a request for Members to assume responsibility for the defibrillator at Pityme Inn. Deferred to the April meeting.</p> <p><i>Rock Surgery</i> – Cllr. Mould said she had been contacted by a consultant overseeing a review of the Camel Estuary Doctors’ Practice. He explained the Rock Surgery was under threat of closure because of:</p> <ul style="list-style-type: none"> <li>i. The difficulty in recruiting staff especially GPs.</li> <li>ii. The new telephone system that had been recently put in place to contact patients had meant the surgery in Rock is used less.</li> <li>iii. The owners of the Rock Surgery building wish to sell.</li> </ul> <p>He explained the Wadebridge Surgery will be expanded and they would look to make a delivery service for prescriptions whereby the prescriptions are dropped at a collection point. Members had concerns about the security issues around storing drugs.</p> <p>Cllr. Mould said there is a petition set-up in the Newsagents at Rock. She had had an initial conversation around the possibility of the doctors / nurse having access to one of the rooms that are being planned in the new Trewint Community Hub building. The consultant felt this was something to explore as a “pop up” facility especially for the nurse.</p> <p>Cllr. Mould had contacted the practice manager to arrange a meeting to get a fuller understanding of their intentions and establish the timescale.</p> <p>b. <i>St Minver Highlands Parish Council</i> – a copy of their February Full Council and Extraordinary Meeting Minutes were made unavailable to the Meeting.</p> <p>c. <i>Padstow Harbour Commission (PHC)</i> – a copy of their January Minutes were made available to the Meeting.</p> <p>d. <i>Network Panel Meeting</i> – details of a volunteer scheme and Notes from the meeting held on 7<sup>th</sup> February 2019 had been circulated via email. Next meeting to be held on 4<sup>th</sup> April 2019.</p> <p>e. <i>Polzeath Futures’ Summit</i> – next meeting scheduled for 7<sup>th</sup> March 2019, 4pm, Council Chamber, Rock. Cllr. Mould reported interviews for the Beach Ranger will be held shortly.</p>	Clerk
34/2019	<p><u>Planning Applications</u> – Members considered the following, including any applications received after the agenda had been published:</p> <p>a. <i>PA19/00937, Land Adj. to Pen-Y-Bryn, Trebetherick</i> – Certificate of Lawfulness for confirmation of the implementation of the planning permission PA16/02012 for the erection of a new dwelling. <b>NO OBJECTION.</b></p> <p>b. <i>PA19/00426, Porthilly Caravan Site, Porthilly Lane, Rock</i> – extension of the caravan site, consisting of 3 no. static caravans, 1 no. chalet, landscaping and associated works. <b>NO OBJECTION</b> but Members request a condition limiting the units to holiday use only.</p> <p>c. <i>PA19/01615, Lanarth, Rock Road, Rock</i> – non-material amendment (No. 2) for: re-positioning of an approved chimney; addition of a new one and converting a flue to a chimney; in respect of decision notice no. PA16/02083 Replacement dwelling (Lanarth) and the construction of guest annex "The Garden House". <b>NO OBJECTION.</b></p>	Clerk  Clerk  Clerk
35/2019	<p><u>Planning Applications Approved by CC</u> – information only.</p> <p>a. <i>PA18/11643, Roundhouse Farmhouse, Trewiston Lane, St Minver</i> – removal of the existing porch and construction of an entrance hall and bedroom.</p>	

	<p>b. <i>PA18/11710, Myth Cottage, 4 Belle Vue, Rock Road, St Minver</i> – demolition of existing conservatory and replacement with new conservatory plus other minor internal changes and changes to elevations.</p>	
36/2019	<p><u>NDP Petition</u> – an email from Highlands’ Clerk was received during the meeting. The Clerk to thank her and advise that as the proposed development site is in Lowlands’ area Members are happy to deal with any communications on the subject.</p>	Clerk
37/2019	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Children’s Play Area</i> – Members considered:</p> <p>i. <u>Fortnightly H&amp;S Inspection Reports</u> – the report was unavailable.</p> <p>ii. <u>RoSPA Annual Report</u> – Cllr. Davis will carry out the outstanding repair on the first dry day.</p> <p>Noted the 2019 Annual H&amp;S Inspection to be made in April.</p> <p>iii. <u>New Piece of Play Equipment</u> – outdoor table tennis equipment is under consideration. Cllr. Gilbert to bring a proposal to a future meeting.</p> <p>b. <i>St Minver Community Hub</i> – Members received an update on:</p> <p>i. <u>Community Interest Company (No. 1174796)</u> – work continues. Tenders had been obtained for a Graphic Designer. There will be an article in the next edition of <i>The Link</i>.</p> <p>ii. <u>Fundraising Development Plan</u> – standard item on the agenda. It is planned to submit an application to the Lottery Fund, but large grants are no longer available. Other sources of funding are being investigated. An fundraising event will be held on 24<sup>th</sup> April 2019.</p>	<p>Cllr. Davis</p> <p>Cllr. Gilbert</p>
38/2019	<p><u>Highway Matters</u> –</p> <p>a. <i>Mobile Speed Camera</i> – Minute 23b/2019 refers. The Clerk to arrange a meeting with Mr Oliver Jones, Cormac i.r.o. the suitability and siting of mobile and / or permanent speed cameras.</p> <p>b. <i>Road Closure</i> – Road from Church Town Road to Old School Road, Tredrizzick, 10<sup>th</sup>-12<sup>th</sup> April 2019 (1900 to 0700 hours).</p> <p>c. <i>Cycle Rack, Polzeath</i> – Minute 23a/2019 refers. Members had agreed to request the rack is located at site No.2 (adjacent to the car park ticket machines). Mr Jolyon Sharpe, CC Countryside Officer had been informed accordingly.</p> <p>NOTE – Mr Marsh, CC had agreed to fund a rack and had been provided with examples and costings.</p> <p>d. <i>Flooding</i> – County Cllr. Mould had reported to Mr Oliver Jones, Highways that there are increasing problems with flooding on the road from Splatt Corner in Rock towards Penmayne between the Croftlands Estate and Dingles Way.</p>	Clerk
39/2019	<p><u>Environmental / Amenity Matters</u> –</p> <p>a. <i>Porthilly Spirit</i> – to be held 25<sup>th</sup>–27<sup>th</sup> May 2019. To date no licensing application had been submitted.</p> <p>b. <i>Greenbanks to Pavillion</i> – a possible site for a new waste bin was identified: leading from Little Trelyn at the entrance to the footpath. The Clerk to send a map to Highways seeking their permission. Once this had been obtained, she will order a bin and pole.</p> <p>c. <i>Footpath 547/11/4 (Trefressa)</i> – Ms Debbie Ebsary advised this path is open and available for use – the path had been trimmed by Cormac and the rails have been removed by the landowner.</p>	<p>Clerk</p> <p>Clerk</p>

	<p>d. <i>Grass Verge Cutting</i> – the Clerk had signed and returned the agreement. The maintenance grant from CC will be £1,551.56.</p> <p>e. <i>Daymer Bay WCs</i> – Trebetherick CIC are due to sign the lease for the toilets shortly. Details previously sent via email.</p> <p>f. <i>Additional Grass Cutting Areas</i> – Minute 23c/2019 refers. Following further discussion with Cornwall Housing, Members’ offer to cut the area marked ‘LC’ on the cutting schedule had been withdrawn. NFA.</p> <p>g. <i>Cycle Rack, Polzeath</i> – Minute PL25a/2019 refers. Covered by 37c/2019 above.</p> <p>h. <i>Footpath Post</i> – the Countryside Access Team had been asked to replace the rusted-out post that holds the footpath sign (next to the postbox adjacent to the pavilion building on Rock Road). Their response was this is not a priority but has been added to the list of paths to be inspected.</p>																													
40/2019	<p><u>Administrative Matters</u> –</p> <p>a. <i>Council Chamber</i> – the 3-year rental agreement with St Minver Methodist Church ceases shortly and Members are asked to consider a 10% increase to £1,496 p.a. [£374 per quarter]. It was <b>RESOLVED</b> to accept the increase on a one-year renewable lease.</p> <p>b. <i>Community Governance Reviews</i> – Minute 24a/2019 refers. Standing item on the agenda, pending further guidance from CC.</p> <p>c. <i>Second Home Business Rates Consultation</i> – Minute 24c/2019 refers. The consultation had closed on 16<sup>th</sup> January and Members’ views could not be submitted.</p> <p>d. <i>Polling Districts and Polling Places Review</i> – Members are invited to comment. Details previously circulated via email. Deferred to the April meeting.</p>	<p>Clerk</p> <p>Clerk</p>																												
41/2019	<p><u>Financial Matters</u> –</p> <p>a. <i>Accounts for Payment</i> – Schedule 2018/19-11 to a value of £3,357.48 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>1,170.22</td> <td></td> <td>1,170.22</td> </tr> <tr> <td>Amenities - incl. WCs</td> <td>450.00</td> <td></td> <td>450.00</td> </tr> <tr> <td>Administration</td> <td>97.37</td> <td>9.89</td> <td>107.26</td> </tr> <tr> <td>Cemeteries</td> <td>1,500.00</td> <td>80.00</td> <td>1,580.00</td> </tr> <tr> <td>St Minver Hub</td> <td>50.00</td> <td></td> <td>50.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td><b>£3,357.48</b></td> </tr> </tbody> </table> <p>b. <i>Grant Request</i> – Mr James Ross of the Polzeath Surf Life Saving Club had provided a report outlining what the grant would be used for. Details previously emailed. Deferred to the April meeting.</p>	<b>EXPENSES</b>	<b>Price</b>	<b>VAT</b>	<b>Total</b>	Salaries, including NI & tax	1,170.22		1,170.22	Amenities - incl. WCs	450.00		450.00	Administration	97.37	9.89	107.26	Cemeteries	1,500.00	80.00	1,580.00	St Minver Hub	50.00		50.00				<b>£3,357.48</b>	<p>Clerk</p>
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42/2019	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda:</p> <p>a. <i>Post Office</i> – details of a change to the opening hours for the mobile PO van attending at Rock previously circulated via email.</p> <p>b. <i>Clerk’s and Councils Direct</i> – March 2019 issue. Taken by Cllr. Mould.</p> <p>c. <i>AONB Wheal Buzzy Project</i> – details of the AONB’s project to enhance and protect some of Cornwall’s unique pollinators (Solitary Bee’s). Details previously emailed.</p> <p>d. <i>Cricket Club</i> – thank you letter i.r.o. Members’ grant.</p>																													
43/2019	<p><u>Diary Dates</u> –</p> <p>a. <i>Full Council Meetings</i> – 1<sup>st</sup> April 2019 following Parish Meeting.</p> <p>b. <i>Planning Meeting</i> – TBC.</p>																													

	<p>c. <i>Parish Meeting</i> – 1<sup>st</sup> April 2019 at 7pm. Cllr. Gisbourne to provide a Chairman's report. The Clerk to invite the Ms Melissa Burrow, CC Neighbourhood Plan officer to attend.</p> <p>d. <i>Great British Spring Clean</i> – 22<sup>nd</sup> March – 23<sup>rd</sup> April 2019. Details previously emailed.</p> <p>e. <i>Flood Resilience Workshop</i> – Tuesday, 19<sup>th</sup> March 9.30am-4.30pm, Chacewater Village Hall. Book via Ms Cathryn Marcus, CRCC: <a href="mailto:Cathryn.Marcus@cornwallrcc.org.uk">Cathryn.Marcus@cornwallrcc.org.uk</a>. Details previously emailed.</p> <p>f. <i>Newquay Carers' Forum</i> – Monday 18<sup>th</sup> March 2019 from 1.00-3.00 pm, Community Fire Station, Tregunnel Hill, Newquay. All Carers are welcome and expenses will be considered to enable them to attend.</p>	Clerk / Cllr. Gisbourne
44/2019	<p><u>Information Only/Future Agenda Items</u> –</p> <p>a. None.</p>	
45/2019	<u>Meeting Closed</u> – 20.42pm.	

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

Date: 1<sup>st</sup> April 2019