



St MINVER LOWLANDS PARISH COUNCIL
MINUTES OF THE FULL COUNCIL MEETING
HELD IN THE COUNCIL CHAMBER, ROCK
ON MONDAY, 3rd JUNE 2019, @ 7.30pm

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

Minute	AGENDA ITEMS	Action
	<u>Chairman's Welcome and Public Forum</u> – the Chairman opened the meeting and welcomed those present.	
84/2019	<u>Apologies for Absence</u> – Cllrs. Davis and Morgan.	
85/2019	<u>Members' Declarations</u> – a. <i>Registerable Declarations of Interests</i> – none. b. <i>Non-registerable interest</i> – Cllr. Mould Minute 91/2019. 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.	
86/2019	<u>Minutes of Meetings</u> – a. <i>Full Council Meeting</i> – 7 th May 2019, AGREED as a true record. b. <i>Planning Meeting</i> – 20 th May 2019 was cancelled.	
87/2019	<u>Outside Bodies / Reports</u> – a. <i>County Council</i> – Cllr. Mould reported the Porthilly Spirit event was cancelled but a fresh application will be made in 2020. A private party had been held over the weekend. She had arranged a meeting with Highways to look at access onto Rock Road opposite the Pavilion shops. A meeting had previously been held about parking at Wentworth Close, Polzeath. Cllr. Julian German is the new Leader of CC. Cllr. Mould said the Parking Enforcement Officer and the Beach Warden are working well. b. <i>St Minver Highlands Parish Council</i> – a copy of their May Minutes was unavailable to the Meeting. Noted Ms Amanda Lash had been appointed as Highlands' new Clerk. c. <i>Padstow Harbour Commission (PHC)</i> – a copy of their April Minutes was made available to the Meeting. d. <i>Network Panel Meeting</i> – next meetings to be held on 13 th June 2019 and 12 th September 2019, 7pm. Members made no comment on the various documents (previously circulated) aimed at 'Strengthening the Network Panels'.	Clerk

	<p>e. <i>Polzeath Futures' Summit</i> – date of next meeting TBC.</p> <p>f. <i>St Minver Community Hub</i> – Cllr. Boswell-Munday reported there is an 'online security' event booked for 12th June 2019. The next event will be on 10th July 2019. Work had been done to raise awareness. A response is awaited from the Big Lottery and other potential funding is being sought. Mr Martin Broadfoot had offered to produce a video, free of charge.</p> <p>i. <u>Community Interest Company (No. 1174796)</u> –</p> <p>ii. <u>Fundraising Development Plan</u> – standard item on the agenda.</p>	
88/2019	<p><u>Planning Applications</u> – Members considered the following, including applications received after the agenda was issued:</p> <p>a. <i>PA19/03314, Evergreen Lodge, The Greenway, Trebetherick</i> – extension and reordering of existing dwelling including the construction of new detached garage. NO OBJECTION.</p> <p>b. <i>PA19/03366, Lower Dale, Daymer Lane, Trebetherick</i> – proposed ancillary garden building to Lower Dale and replacement of existing septic tank with small treatment plant. NO OBJECTION.</p> <p>c. <i>PA19/03680, Carn Du, Rock Road, Rock</i> – works to trees covered by a Tree Preservation Order, namely re-coppice the group of Holm Oak trees. NO OBJECTION provided the Tree Officer has no objection.</p> <p>d. <i>PA19/03864, Longacre, Little Sands Rock Road Rock</i> – Non Material Amendment to Application No. PA18/06126 dated 7th September 2018 for the demolition of existing dwelling and garage and the erection of new dwelling and outdoor swimming pool, with associated landscaping works namely the small area of flat roof single storey element where sun terrace was originally proposed to become part of the two storey envelope in line with the previously approved two storey building line. Minor alterations to internal layout. Alteration to front entrance following relocation of lift.</p> <p>Noted an extension could not be granted and a 'No objection' response was made to Sam Hewitt. No further action.</p> <p>e. <i>PA19/04025, 10 Forlaze Road, Rock</i> – proposed extension and remodelling. NO OBJECTION.</p> <p>f. <i>PA19/04466, Treteyln, Trewint Lane, Rock</i> – reserved matters application for appearance, landscaping, layout and scale following outline approval PA16/03085 for erection of dwelling without compliance with Condition 1 of Decision Notice PA18/01534 dated 24th July 2018. Members want more information, i.e. there is no mention of the garage, what is the usable space in this property compared to the original design? Members continue to have concerns about the massing and bulk. County Cllr. Mould to contact the planning officer, Mr Sam Fuller.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
89/2019	<p><u>Planning Applications Approved by CC</u> – including any decisions received after the agenda had been published. Information only.</p> <p>a. <i>PA19/01791, 1 Cricketers Close, Rock</i> – works to Macrocarpa tree.</p> <p>b. <i>PA19/01915, 3 Gul Rock, Rock Road, Rock</i> – Trees 1 to 4 Sycamore Crown thin by 20% Trees 5 to 7 Crown lift to 5m and crown thin by 10% For a more detailed specification see attached letter.</p> <p>c. <i>PA19/02126, An Lys, Longhouse Lane, Rock</i> – energy efficient refurbishment including the removal of the first floor bedroom and the addition of a single storey rear extension.</p> <p>d. <i>PA19/02177, The Point at Polzeath</i> – change of use of storage shed to commercial kitchen, to include 12m² extension.</p> <p>e. <i>PA19/02227, Trevenna, Shores Lane, Rock</i> – works to trees covered by a Tree Preservation Order (Retrospective)</p>	

	<p>f. PA19/02494, Gulls Cottage, 1 Belle Vue, Rock Road, Rock – two storey extension.</p> <p>g. PA19/02502, 12 Sandyhills, Rock – enclosure of the existing balcony and the existing roofline and the construction of a new balcony.</p>	
90/2019	<p><u>Other Planning Matters</u> – including any items received after the agenda had been published.</p> <p>a. <i>Planning Application Consultations</i> – a guide for Local Councils by application type and indicates whether or not consultations are required. Previously emailed.</p> <p>b. <i>St Endellion NDP</i> – the consultation runs from 15th May to 26th June 2019. Details previously emailed.</p>	
91/2019	<p><u>Community Governance Reviews</u> – standing item on the agenda. Discussion deferred to later in the meeting.</p>	
92/2019	<p><u>Trewint Playing Fields</u> – including any items received after the agenda had been published.</p> <p>a. <i>Children’s Play Area</i> – Members to consider:</p> <p>i. <u>Fortnightly H&S Inspection Reports</u> – no issues raised.</p> <p>ii. <u>New Piece of Play Equipment</u> – Cllr. Gilbert will bring forward a proposal to the July meeting.</p>	Cllr. Gilbert
93/2019	<p><u>Highway Matters</u> – including any items received after the agenda had been published.</p> <p>a. <i>Mobile Speed Camera</i> – Minute 54a/2019 refers. It was RESOLVED to purchase (for approx. £20k) a fixed 20mph flashing school sign and one mobile camera with two / three poles for circulating around Lowlands’ area. One near Restharrow, one on Rock Road (to be agreed with Highways), one other location (to be agreed). The Clerk to request detailed costings.</p> <p>b. <i>Obstructed Vision, Trelyn</i> – Mr Oliver Jones, Cormac had removed the fir tree, which was causing a visibility problem. Cllr. Mould had requested the tree stump was also removed.</p> <p>c. <i>Lifeboat Callout</i> – the Lifeboat crew had experienced difficulties in reaching the Lifeboat Station because of inconsiderate parking. Cllr. Crowdy will raise this with the RNLI.</p>	Clerk Cllr. Mould Cllr. Crowdy
94/2019	<p><u>Environmental / Amenity Matters</u> – including any items received after the agenda had been published.</p> <p>a. <i>Greenbanks to Pavillion</i> – Minute 55b/2019 refers. Cllr. Mould to provide a photograph of the site. Permission had been sought from Highways to site a new waste bin at the entrance to the path leading from Little Trelyn. They query if the chosen site is within the limits of the highway or on the PROW. NOTE – Ms Paula Pope, Biffa had confirmed the cost of one empty per week would be £218.92 + VAT p.a.</p> <p>b. <i>Cycle Rack, Polzeath</i> – Minute 23a/2019 refers. Mr Jolyon Sharpe, CC Countryside Officer confirmed the cycle rack was on site when he was there last week (w/c 3rd May). No further action.</p> <p>c. <i>Polzeath Plastic Free Campaign</i> – deferred until a representative from Surfers Against Sewage meets with Members.</p> <p>d. <i>Trewint Notice Board</i> – Cllr. Mould reported the lock mechanism had fallen out. The Clerk had asked Duchy Locksmiths to inspect and advise if the lock can be repaired / replaced. Cllr. Mould will speak to Mr Meneer to see if he can help.</p>	Cllr. Mould Clerk / Cllr. Mould

95/2019	<p><u>Administrative Matters</u> – including any items received after the agenda had been published.</p> <p>a. None.</p>																													
96/2019	<p><u>Financial Matters</u> – including any items received after the agenda was published</p> <p>a. <i>Accounts for Payment</i> – Schedule 2019/20-03, to a value of £4,687.47 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>629.28</td> <td></td> <td>629.28</td> </tr> <tr> <td>Amenities - incl. WCs</td> <td>1,878.73</td> <td>212.00</td> <td>2,090.73</td> </tr> <tr> <td>Administration, incl. cemetery precept</td> <td>522.37</td> <td>98.09</td> <td>620.46</td> </tr> <tr> <td>Cemeteries</td> <td>845.00</td> <td>160.00</td> <td>1,005.00</td> </tr> <tr> <td>Duchy Defibrillators - Pityme</td> <td>285.00</td> <td>54</td> <td>342.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td>£4,687.47</td> </tr> </tbody> </table> <p>b. <i>End of Year Accounts 2018/19</i> –</p> <p>i. <u>Internal Auditor's Report</u> – Members considered the Auditor's report and AGREED there were no points to follow-up.</p> <p>ii. <u>Annual Governance Statement 2018/19</u> – Members considered and APPROVED the statement. Copy previously emailed.</p> <p>iii. <u>Accounting Statement for 2018/19</u> – Members received and ACCEPTED the 2018/19 accounts, prior to submission to the External Auditor. Copy previously emailed.</p> <p>c. <i>Earmarked Reserves</i> – allocated funds to be recorded in the Minutes (Minute 160b/2008 refers). It was RESOLVED to transfer £500 to the Play Equipment.</p> <p>d. <i>Portakabin, Camel Estuary Surgery</i> – Minute 77c/2019 refers. Cllr. Crowdy queried how much it would cost to purchase a clinical portakabin and lease it to the Surgery to raise money. Cllrs. Mould and Boswell-Munday have a further meeting with the Surgery and will report back with more details.</p>	EXPENSES	Price	VAT	Total	Salaries, including NI & tax	629.28		629.28	Amenities - incl. WCs	1,878.73	212.00	2,090.73	Administration, incl. cemetery precept	522.37	98.09	620.46	Cemeteries	845.00	160.00	1,005.00	Duchy Defibrillators - Pityme	285.00	54	342.00				£4,687.47	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllrs. Mould / Boswell-Munday</p>
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97/2019	<p><u>Documentation / Correspondence</u> – not covered elsewhere on the agenda, including any items received after the agenda had been published:</p> <p>a. <i>CPRE Magazine</i> – Summer / Autumn 2019.</p> <p>b. <i>SW Water Campaigns</i> – the company is launching its 'Love Your Loo' and 'Think Sink' campaigns in June, encouraging everyone only to flush the 3Ps – pee, paper and poo – and to dispose of cooking oil, fat and grease in the kitchen bin.</p>																													
98/2019	<p><u>Diary Dates</u> – including any items received after the agenda had been published</p> <p>a. <i>Full Council Meetings</i> – 1st July 2019 at 7.30pm.</p> <p>Members CONFIRMED that no meeting would be held in August, except that if anything urgent should occur an Extraordinary Meeting would be held. The Clerk to arrange to pay two sets of accounts in July.</p> <p>b. <i>Planning Meeting</i> – TBC. 17th June 2019 at 7.30pm.</p> <p>c. <i>Cyber Awareness Presentation</i> – PCSO Jenny Michell had provided details of this event to be held on Wednesday 12th June 2019 at the Betjeman Centre in Wadebridge from 14:00 – 16:00. Details previously emailed.</p>	Clerk																												
99/2019	<u>Information Only/Future Agenda Items</u> – none.																													
100/2019	<u>Community Governance Reviews</u> – standing item on the agenda. See: www.cornwall.gov.uk/governancereview . Cllr. Mould declared an interest and left the meeting at this point.																													

	<p>Review Panel will be asking for detailed reasons for any submissions made from July onwards, they will expect this to include some form of Resident Consultation. The Clerk reminded Members of their earlier decision to request that Highlands and Lowlands are merged into one Parish Council. She pointed out this was not what Highlands wanted, which is to move the boundary to include parts of Polzeath within the area they cover.</p> <p>It was RESOLVED to hold a Public Meeting in September, with the opportunity for residents to vote for their preference, i.e.:</p> <ol style="list-style-type: none"> 1. Stay the same. 2. Join with Highlands. 3. Other suggestions. <p>A display will be needed that outlines the proposals. For further discussion.</p>	Clerk
101/2019	<u>Meeting Closed</u> – 20.58pm.	

Signature: (Cllr. Gisbourne)
Chairman

Date: 1st July 2019