



**St MINVER LOWLANDS PARISH COUNCIL**  
**MINUTES OF THE FULL COUNCIL MEETING**  
**HELD IN THE COUNCIL CHAMBER, ROCK**  
**ON MONDAY, 6<sup>th</sup> JANUARY 2020, @ 6.45pm**

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

Minute	AGENDA ITEMS	Action
	<p><u>Chairman's Welcome and Public Forum</u> – Cllr. Gisbourne opened the meeting and welcomed those present.</p> <p>Mr Peter Watson from Higher Tristram to support the 6 Higher Tristram amendment and the application for 29 Higher Tristram. He asked: "What will happen with the smokers that presently use the decking area at the Oyster Catcher?" and pointed out the area cannot be used after 10pm.</p> <p>Mr Michael Somers to listen to the Trewint project presentation.</p> <p>Cllr. Boswell-Munday gave a presentation (previously circulated via email) i.r.o. progress of the Trewint Hub project. She discussed the cost and pointed out planning was agreed 2017 but will expire in October 2020. They are in the process of submitting a new application. They are a CIC (Community Interest Company) this means they are a limited company and have a bank account and a Board of Directors. The Parish Council had agreed to lease the land with a default clause so that if anything went wrong it would come back to the Parish Council. Cllr. Boswell-Munday had discussions about trying to keep a service for the doctors within this, unfortunately they will close prior to this happening. The Board are looking at getting a Portakabin for this purpose. NHS England will have to approve but will be for dispensing and a Nurse only not a Doctor to be available. South West Community Builds have the expertise and will be employed to manage the project.</p> <p>The events held so far have raised £8,500. There is still a lot of work to do to get the project progressed.</p>	
01/2020	<u>Apologies for Absence</u> – Cllr. Morgan and the Clerk (both with ill health).	
02/2020	<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> <p>Noted an update from CC Standards Committee had previously been circulated via email.</p>	

03/2020	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 2<sup>nd</sup> December 2019, <b>AGREED</b> as a true record.</p>	
04/2020	<p><u>Outside Bodies / Reports</u> –</p> <p>a. <i>County Council</i> – Cllr. Mould said there was little to report since the last meeting.</p> <p>b. <i>St Minver Highlands Parish Council</i> – a copy of their December Minutes was made available to the Meeting.</p> <p>c. <i>Padstow Harbour Commission (PHC)</i> – a copy of their November Minutes was made available to the Meeting.</p> <p>d. <i>Network Panel Meeting</i> – next meeting to be held on 16<sup>th</sup> January 2020.</p> <p>e. <i>Polzeath Futures’ Summit / Polzeath Place Shaping Board</i> – next meeting of the Polzeath Place Shaping Board is 17<sup>th</sup> January 2020, 2pm, The Council Chamber, Rock.</p> <p>f. <i>St Minver Community Hub</i> – covered by presentation in Public Forum.</p>	
05/2020	<p><u>Planning Applications</u> – Members to consider the following, including any applications received after the agenda had been published:</p> <p>a. <i>PA19/08588, St Enodoc Golf Club, Rock</i> – additional water storage lake. <b>NO OBJECTION.</b></p> <p>b. <i>PA19/09885, Land SE of Pityme Industrial Estate, Rock</i> – development of the existing boat storage yard to provide 20 small light industrial units use class B1 and B8 to include boat sales showroom, chandlery, spares and engine sales and office area together with a boat park, boat storage racking, parking areas and service roads. Cllrs. Davis and Crowdy declared an interest and left the room. <b>NO OBJECTION.</b></p> <p>c. <i>PA19/09941, 6 Higher Tristram Polzeath</i> – variation of condition 2 of PA17/10332 – replacement dwelling. <b>NO OBJECTION.</b></p> <p>d. <i>PA19/10506, Moonriver, Rock Road, Rock</i> – proposed extension. <b>NO OBJECTION.</b></p> <p>e. <i>PA19/10518, The Oystercatcher, Dunders Hill, Polzeath</i> – new entrance lobby to Public House formed by remodelling an existing external seating decking zone into a single storey enclosed entrance lobby. <b>NO OBJECTION</b> to the planning application but Members query if this is compatible with the licence, as to where will the smokers now go.</p> <p>f. <i>PA19/10596, Donner Ridge, Rock Road, Rock</i> – pebble roof covering to replace previously approved wildflower green roof (PA18/07399). Main house carport and associated landscape remains as previously approved. <b>NO OBJECTION.</b></p> <p>g. <i>PA19/10724, Land S of Ferryside, Rock Road, Rock</i> – erection of a new 5-bedroom dwelling and garage without compliance with Conditions 2 and 6 of Decision Notice PA17/05185 dated 6<sup>th</sup> September 2017.</p> <p>Ms Emily Robinson, Laurence Associates (planners) had asked Members to defer discussion of this application to the February meeting, to allow time for her and her client to attend and address the meeting.</p> <p>Members completely disagree with the application and fully support the Inspector’s earlier decision which was in line with the Neighbourhood Plan and underpins our decision. The 5-bedroom property should be for permanent residency only. Members do not want the condition lifted.</p> <p>h. <i>PA19/10808, 31 St Moritz Villas, Trebetherick</i> – loft Conversion and Refurbishment – demolish and re-build (Revised resubmission of Application No. PA19/01788). <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>i. <i>PA19/10950, Land E of Windwhistle, Trebetherick</i> – non-material amendment in respect of decision notice PA17/03514 (Proposed new dwelling. Re-design of approval PA16/02586). NW elevation: alteration to dining room window drop sill to floor to create glazed doors; move the wood burning stove; alteration to door to office to form a double door. NE elevation reposition of snug window. <b>NO OBJECTION.</b></p> <p>j. <i>PA19/10998, 29 Higher Tristram, Polzeath</i> – erection of replacement dwelling. <b>NO OBJECTION.</b></p>	<p>Clerk</p> <p>Clerk</p>
06/2020	<p><u>Planning Applications Approved by CC</u> – including any decisions received after the agenda had been published. Information only.</p> <p>a. <i>PA19/08012, 4 The Anchorage, Slipway, Rock</i> – first floor extension over existing ground floor accommodation plus repositioning of existing balcony.</p> <p>b. <i>PA19/09568, Ty Ros Veane, Penmayne, Rock</i> – non-material amendment in respect of decision notice PA19/05675 (Extension to the existing dwelling, porch, replacement windows and associated works). Reduction of dining room/bedroom 1 extension by 500mm and realignment/resizing of windows, doors and roof lights. Existing kitchen windows no longer reduced in height, existing windows openings to remain. First floor to bedroom 1 and ensuite raised by 200mm. Eaves to first floor extension raised by 130mm. Porch external walls widened. Overall size of porch reduced in size. Structural post for ff extension shown at rear.</p> <p>c. <i>PA19/07507, Land Adj to Pen-y-Bryn, Trebetherick</i> – proposed new dwelling on Land Adjacent to Pen-y-Bryn, Trebetherick.</p> <p>d. <i>PA19/08565, Trethwaite, Rock Road, Rock</i> – proposed stability works.</p> <p>e. <i>PA19/09076, Sunleas, Dunders Hill, Polzeath</i> – reserved matters application for Plot B following outline approval PA17/00741 for replacement of existing dwelling with 2 dwellings.</p> <p>f. <i>PA19/09106, 1 Slipway Cottages, Rock</i> – 2<sup>nd</sup> floor balconies to west and south elevations, alterations.</p> <p>g. <i>PA19/09246, Sea Salt, Shores Lane, Rock</i> – works to various trees subject to a Preservation Order.</p> <p>h. <i>PA19/09338, Land Adj. to High Field Business Park, Pityme</i> – proposed change of use of land currently used for external storage to car park (staff).</p> <p>i. <i>PA19/09396, Iona, Rock</i> – works to trees covered by a Tree Preservation Order, namely for a copper beech raise the crown by 3 metres thinning the crown by 20 per cent and reducing the spread by 5 metres.</p> <p>j. <i>PA19/09494, Tregillan, Porthilly Lane, Rock</i> – Proposed Extension and enlargement of existing dormer for variation of Condition 2 (plans) of Application No. PA17/03236 dated 9<sup>th</sup> May 2017.</p>	
07/2020	<p><u>Trewint Playing Fields</u> – including items received after the agenda is published.</p> <p>a. <i>Children’s Play Area</i> –</p> <p>i. <u>Fortnightly H&amp;S Inspection Reports</u> – the play area is closed but see Minute 07a[iii]/2020 below.</p> <p>ii. <u>Play Equipment</u> – Cormac’s quotation for repairs to the equipment had been accepted and work is due to start on 7<sup>th</sup> January 2020. Cllrs. David and Crowdy will ensure they have access and Cllr. Gilbert will advise Cormac accordingly.</p>	<p>Cllrs Davis, Crowdy, Gilbert</p>
08/2020	<p><u>Highway Matters</u> – including any items received after the agenda is published.</p> <p>a. <i>Road Closures</i> –</p> <p>i. <u>Daymer Lane, Trebetherick</u> – 13<sup>th</sup> to 17<sup>th</sup> January 2020 (09:30 to 16:30 hours).</p>	

	<p>ii. <u>Bodieve, Road Wadebridge and B3314 between Tregorden Lane and Bodieve Road, Bodieve and B3314 between Gutt Road and Tregorden Lane, St Minver and Gutt Road, Chapel Amble and B3314 between Higher Rosewin and Camel Road, St Minver and B3314 between Menefreda Way and Higher Rosewin, St Minver and B3314 between Windmill Road and Menefreda Way, St Minver and B3314 between Plain Street and Windmill Road, St Minver</u> – 3<sup>rd</sup> to 14<sup>th</sup> February 2020. The prohibition will be in force between the hours of 0800 and 1700 on a daily basis, weekdays only with the exception of 12<sup>th</sup> to 13<sup>th</sup> February 2020 when the prohibition will be in force 1900 to 0700 hours.</p> <p>b. <i>Bus Shelter, Opposite Clock Garage</i> – Cllr. Mould had met with Mr Oliver Jones, Highways, and he had subsequently agreed to grant permission for a bus shelter on the grass verge. Members chose the Heritage design, with a seat, in Navy Blue. The Clerk to check if we can have the largest version without having to apply for planning permission. Up to ten users at a time will occupy the shelter, three times a week, plus school pupils daily.</p> <p>NOTE – a grant of £3,000 is available towards the cost of a new shelter.</p> <p>c. <i>School Speed Signs (Wig-Wags)</i> – Minute 191c/2019 refers. Mr Oliver Jones, Highways advised the Wig-Wags are likely to be installed in January. Cllr. Mould is liaising with Mr Jones as to timing.</p> <p>d. <i>Polzeath Parking Congestion</i> – December Public Forum refers. County Cllr. Mould had asked Mr Jones, Highways to add extending the proposed parking restrictions from Francis Road to the Oystercatcher. Cllr. Mould is in discussion with Mr Oliver Jones, Highways.</p> <p>e. <i>Pedestrian Safety</i> – the Clerk to send an email to Neil Davis pointing out it has come to our attention that the Harbour Commissioners are no longer responsible for the road from Golf Course Hill to the car park and it is the intention to remove the traffic calming. Members want to know who will be responsible for the general lining and pedestrian safety.</p>	<p>Clerk Clerk</p> <p>Cllr. Mould</p> <p>Cllr. Mould</p> <p>Clerk</p>																				
09/2020	<p><u>Financial Matters</u> – including any items received after the agenda is published</p> <p>a. <i>Accounts for Payment</i> – Schedule 2019/20-10 to a value of £1,541.34 was <b>APPROVED</b> for payment.</p> <table border="1" data-bbox="343 1276 1276 1433"> <thead> <tr> <th>EXPENSES</th> <th>Price</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Administration</td> <td>839.88</td> <td>6.89</td> <td>846.77</td> </tr> <tr> <td>Amenities</td> <td>574.57</td> <td></td> <td>574.57</td> </tr> <tr> <td>Cemetery</td> <td>120.00</td> <td></td> <td>120.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td><b>£1,541.34</b></td> </tr> </tbody> </table> <p>b. <i>2020/21 Budget</i> – a draft budget was circulated by the Clerk and Members <b>RESOLVED</b> to adopt it with the following amendments:</p> <ol style="list-style-type: none"> <li>i. An increase of 5% for Footpaths, Trewint WC and playing Field and Weed spraying.</li> <li>ii. Street furniture and renewals increased to £400.</li> <li>iii. From April 2020 Members resolved to merge the budget headings of Polzeath WCs and Polzeath Beach Manager to become Polzeath Beach Management. The budget for this to be £17,500.</li> <li>iv. Parking Enforcement to increase by £2,000 to £4,000.</li> </ol> <p>It was further <b>RESOLVED</b> to raise the precept by £2,750 to £54,250 for 2020/21. The Clerk to circulate a revised copy of the Approved Budget.</p> <p>c. <i>Millennium Oak Trust</i> – a grant of £3,000 had been received from the Trust for the upkeep of the public grass areas in front of Polzeath Beach. It was pointed out there is only six months to spend this grant as per the Trustees donation. Cllr. Davis will speak to Andy Stewart and seek a price to “sort out the beach” and report back to Members.</p>	EXPENSES	Price	VAT	Total	Administration	839.88	6.89	846.77	Amenities	574.57		574.57	Cemetery	120.00		120.00				<b>£1,541.34</b>	<p>Clerk</p> <p>Cllr. Davis</p>
EXPENSES	Price	VAT	Total																			
Administration	839.88	6.89	846.77																			
Amenities	574.57		574.57																			
Cemetery	120.00		120.00																			
			<b>£1,541.34</b>																			

	d. <i>PAT Testing</i> – Cllr. Mould will forward a contact for Lee Edwards (electrician) to the Clerk.	Cllr. Mould / Clerk
10/2020	<u>Documentation / Correspondence</u> – not covered elsewhere on the agenda, including any items received after the agenda had been published: a. <i>Guide to Heritage in Neighbourhood Plans</i> – issued by National Trust, Link circulated via email. b. <i>Clerks &amp; Councils Direct</i> – January 2020. Taken by Cllr. Mould.	
11/2020	<u>Diary Dates</u> – including items received after the agenda had been published. a. <i>Full Council Meetings</i> – 3 <sup>rd</sup> February 2020. b. <i>Planning Meeting</i> – 20 <sup>th</sup> January 2020. Apologies from the Clerk. c. <i>Cornwall Association of Local Councils AGM</i> – 30 <sup>th</sup> January 2020 at County Hall, Truro, 7.30pm. d. <i>Cornwall Community Land Trust</i> – Community Led Housing Seminar. Monday 3 <sup>rd</sup> February 2020, One for All Community Centre, Lanivet.	
12/2020	<u>Information Only/Future Agenda Items</u> – a. <i>PC Laptop</i> – Cllr. Crowdy will look into prices and suitability for a new laptop to view planning applications.	Cllr. Crowdy
13/2020	<u>Community Governance Reviews</u> –Minute 162/2019 refers. In response to Highlands advised they are awaiting a response from Mr John Simmons, CC as to whether it is permissible to use the Electoral Register for a mailshot. At Highlands’ December meeting their Members agreed they were happy to discuss the content of a mailshot and their Clerk will take this further with their CGR Working Group. Highlands suggest that Lowlands drafts up what they think the insert should look like, they can do then do the same. Members continue to believe it would be better to hold a joint meeting to agree one letter for this. Public consultation began on 11 <sup>th</sup> December 2019 and will end on 10 <sup>th</sup> March 2020. See <a href="http://www.cornwall.gov.uk/governancereview">www.cornwall.gov.uk/governancereview</a> for more information.	Clerk
14/2020	<u>Meeting Closed</u> – 8:55pm	

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

Date: 3<sup>rd</sup> February 2020