



St MINVER LOWLANDS PARISH COUNCIL
RECORD OF COUNCIL BUSINESS CONDUCTED
BY MEMBERS – MONDAY, 4th MAY 2020

Feedback received from:	Cllr. Gisbourne (Chairman) Cllr. Miss Gilbert Cllr. Richards	Cllr. Ms Boswell-Munday Cllr. Mrs Morgan Cllr. Mrs Webb	Cllr. Crowdy Cllr. Mrs Mould (CC/PC) Cllr. Miss Williams
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Minute	AGENDA ITEMS	Action
	Due to the Coronavirus pandemic it was not possible to meet in person, instead Members were invited to comment on agenda items. What follows is the outcome of their feedback.	
60/2020	<u>Members' Declarations –</u> a. <i>Registerable Declarations of Interests</i> – none b. <i>Non-registerable interest</i> – Cllrs. Boswell-Munday and Mould in Minute 66a/2020. 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.	
61/2020	<u>Minutes of Meetings –</u> a. <i>Full Council Meeting</i> – 6 th April 2020, AGREED as a true record. b. <i>Virtual Meetings</i> – Cllr. Gilbert said she was not happy about holding virtual meetings as she had no computer / laptop of her own and would be unable to participate. Members RESOLVED to adopt the Coronavirus amendments to Standing Orders. Copy previously circulated via email. The Clerk to place a copy on the website.	Clerk
62/2020	Planning Applications – Members considered the following: a. <i>PA19/09017, Tubestation, Dunders Hill, Polzeath</i> – addition of prayer room and new church hall to Tubestation Church as ancillary buildings at the site. Members had no issues with the proposal for a new church hall, but concern was expressed about the prayer room, which seems to be quite a “feature” situated on its own in the plot and not very attractive. It was felt it didn’t sit well on the plot or fit architecturally on the site. The applicant says the view etc. will help the occupants when they use it, but some Members felt it was totally out of keeping with the surroundings and will potentially spoil the appearance of this highly visible site for the many other users of Polzeath. It is very prominent and too overbearing for the street scene. It is not within the vicinity of the other buildings, and it is elevated and positioned right next to a [normally] very busy road which defeats rather the reason given for the purpose of it in the first place. However, the majority had NO OBJECTION .	Clerk

	<p>b. PA20/02409, <i>Owls Rest, 18 Sandyhills, Rock</i> – erection of two storey extension to house an open carport to the ground floor and living accommodation to the first floor. NO OBJECTION.</p> <p>c. PA20/02435, <i>30 St Moritz Villas, Trebetherick</i> - loft conversion creating a new master suite with associated balcony. Members had NO OBJECTION, but concerns were expressed that it provides for additional bedroom space but no additional car parking.</p> <p>d. PA20/02849, <i>St Enodoc View, Daymer Lane, Trebetherick</i> – replacement of existing two-storey extension with enlarged one; addition of garden room and associated alterations. The majority of Members wanted more clarity before making a decision. It was felt the plans were unclear as to how the new extension sits in the plot; what the ridge height is compared to adjacent buildings; what car parking is available. The site plan is confusing – does it go through the property and garage or is it semi-detached? The Clerk to advise Ms Megan Arnold, case officer.</p> <p>e. PA20/03137, <i>27 St Moritz Villas, Trebetherick</i> – loft conversion with construction of rear mono pitch dormer and associated inset balcony with internal remodelling to the first floor. Members had NO OBJECTION, but concerns were expressed that it provides for additional bedroom space but no additional car parking.</p> <p>f. PA20/03008, <i>4 The Anchorage, Slipway, Rock</i> – application for works to tree subject to TPO: Holm Oak to pollard. NO OBJECTION, providing the Tree Officer has no objection.</p> <p>g. PA20/03305, <i>Wits End, Rock Road, Rock</i> – construction of extension to dwelling. OBJECT on the grounds of (1) overdevelopment of the site; (2) it appears as if there will be an increase in bedroom accommodation hence there is probably a need for additional parking, which does not appear to be show; (3) this site is right on the front at Rock and as such is very prominent and highly visible with the proposed two balconies and roof terrace (the balcony extending round the side of the building destroys the symmetry of the terrace); (4) a roof terrace, completely changes the look of the row of three and (5) potential overlooking to the neighbouring property.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
63/2020	<p><u>Planning Applications Approved by CC</u> – including any decisions received after the agenda had been published. Information only.</p> <p>a. PA20/00787, <i>Iona Lane from Trewint Lane to Brea Road, Rock</i> – application for works to tree subject to TPO: Beech tree – reduce major limbs to balance the crown.</p> <p>b. PA20/00845, <i>Ferry Point, Rock Road, Rock</i> – re-application on PA17/02928 – change of use of existing garage to retail unit. Planning permission exists, this is just a renewal.</p> <p>c. PA20/01199, <i>Land off Francis Road, Trebetherick</i> – construction of new reception/leisure/workshop building and associated site works.</p> <p>d. PA20/01608, <i>Land N of Willow Cottage, Penmayne, Rock</i> – new dwelling including the creation of a new access.</p> <p>e. PA20/01755, <i>Trewint Playing Field, Rock</i> – Siting of a portable building or equivalent on the car park at Trewint playing field to provide for a Doctors surgery as a satellite to the Wadebridge and Camel Estuary Practice.</p>	
64/2020	<p><u>Other Planning Matters</u> – details previously emailed</p> <p>a. <i>Biodiversity Net Gain</i> – consultation runs from 9th April 2020 to 5pm 21st May 2020. Details previously emailed.</p>	
65/2020	<p><u>Financial Matters</u> –</p> <p>a. <i>End of Year Accounts 2019/20</i> – the Clerk to submit the accounts to the External Auditor.</p>	<p>Clerk</p>

	<p>i. Annual Governance Statement 2019/20 – Members CONSIDERED and APPROVED the statement.</p> <p>ii. Accounting Statement for 2019/20 – Members ACCEPTED the 2019/20 accounts.</p> <p>b. <i>Accounts for Payment</i> – Schedule 2020/21-02 to a value of £3,910.48 were APPROVED for payment.</p> <table border="0"> <thead> <tr> <th>EXPENSES</th> <th>Price</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Administration</td> <td>1,425.74</td> <td>121.54</td> <td>1,547.28</td> </tr> <tr> <td>Cemetery</td> <td>1,640.00</td> <td>320.00</td> <td>1,960.00</td> </tr> <tr> <td>Amenities</td> <td>336.00</td> <td>67.20</td> <td>403.20</td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td>£3,910.48</td> </tr> </tbody> </table> <p>c. <i>Earmarked Reserves</i> – Members RESOLVED to transfer £500 to the Play Equipment Fund. NOTE – allocated funds to be recorded in the Minutes. £500 for Play Equipment Fund (Minute 160b/2008 refers).</p> <p>d. <i>PAT Testing</i> – Mr Lee Edwards had carried out the testing.</p>	EXPENSES	Price	VAT	Total	Administration	1,425.74	121.54	1,547.28	Cemetery	1,640.00	320.00	1,960.00	Amenities	336.00	67.20	403.20	Total			£3,910.48	Clerk
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66/2020	<p><u>Trewint Playing Fields</u> – playing field is closed until further notice.</p> <p>a. <i>Trewint Ownership</i> – Minute 53b/2020 refers. Members RESOLVED to instruct Ms Beeley, CC Legal Dept. to draw up a draft lease for consideration. Cllrs. Boswell-Munday and Mould had declared an interest and made no comment.</p> <p>NOTE – advice from Ms Beeley, regarding transfer of the freehold vs a lease to St Minver Community Hub, had been circulated via email.</p> <p>b. <i>Trewint Play Area</i> – Minute 53a/2020 refers. Following further consultation with Members it had been AGREED to ask Mr Meneer to continue to inspect the play equipment.</p>	Clerk																				
67/2020	<p><u>Amenity Matters</u> – including any items received after the agenda is published.</p> <p>a. <i>Broken Bench</i> – Minute 41g/2020 refers. Mr Andy Stewart, Beach Warden had inspected the bench just across from the wooden bridge at the top of Tristram Field car park and advised it can be removed. Its removal has been deferred until after the lockdown.</p> <p>b. <i>LMP Agreement</i> – the footpath cutting is due to commence in May / June and the contractor had been advised accordingly.</p> <p>c. <i>Grass Verges</i> – the contractor has been asked to cut the verges as usual.</p> <p>d. <i>Cornwall Housing</i> – say “all routine work on Cornwall Housing sites must stop and not restart until instructed.” The contractor had been advised.</p>																					
68/2020	<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>New Heli Report</i> – April 2020. Previously circulated via email.</p>																					
69/2020	<p><u>Diary Dates</u> – including items received after the agenda had been published.</p> <p>a. <i>Full Council Meetings</i> – 1st June 2020.</p> <p>b. <i>Planning Meeting</i> – 18th May 2020. TBC.</p>																					
70/2020	<p><u>Information Only/Future Agenda Items</u> –</p> <p>a. None.</p>																					

Signature: (Cllr. Gisbourne)
Parish Council Chairman

Date: 1st June 2020