



## St MINVER LOWLANDS PARISH COUNCIL

### MINUTES OF THE VIRTUAL COUNCIL MEETING HELD ON

**MONDAY, 1<sup>st</sup> JUNE 2020 @ 7pm**

Present: Cllr. Miss Gilbert (Meeting Chair)      Cllr. Ms Boswell-Munday      Cllr. Crowdy  
 Cllr. Mrs Morgan      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> – in the absence of Cllr. Gisbourne, Cllr. Gilbert took the Chair and welcomed those present.	
71/2020	<u>Apologies for Absence</u> – Cllrs. Davis and Gisbourne.	
72/2020	<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.	
73/2020	<u>Minutes of Meetings</u> – a. <i>Virtual Meetings</i> – it was <b>RESOLVED</b> to adopt supplementary Standing Orders to meet the statutory requirements for the holding of remote meetings, and this lasts until 7 <sup>th</sup> May 2021 or the repeal of legislation whichever is the earlier. Copy to be placed on the website. b. <i>Full Council Meeting</i> – 4 <sup>th</sup> May 2020, <b>AGREED</b> as a true record.	Clerk
74/2020	<u>Outside Bodies / Reports</u> – a. <i>St Minver Community Hub (CIO)</i> – the draft lease from Ms Beeley, CC Legal Dept had been circulated to Members. There was some discussion about the wording of the lease and it was <b>RESOLVED</b> to set up a Working Group to check the lease and make recommendations to Full Council. Members of the WG to be Cllrs. Gisbourne, Richards and Morgan. Cllr. Gilbert will arrange a meeting. The Clerk had requested that Chisholms (solicitor) and the Pre-school provide a copy of any documents / emails that you hold relating to Pre-school lease. No response had been received to date. b. <i>Community Network Panel</i> – Cllr. Gilbert to represent the Parish Council at the planned virtual Meeting. Clerk to advise Ms Raper, CC.	Cllr. Gilbert  Clerk
75/2020	<u>Planning Applications</u> – Members considered the following:	

	<p>a. <i>PA20/02849, St Enodoc View, Daymer Lane, Trebetherick</i> – replacement of existing two-storey extension with enlarged one; addition of garden room and associated alterations. Deferred from the May meeting.</p> <p>NOTE – Ms Megan Arnold, case officer had provided clarification and Members had subsequently agreed they had <b>NO OBJECTION</b>.</p> <p>b. <i>PA20/03120, 1 Little Treverrow, Rock</i> – demolition of existing detached utility room and storage outbuilding of timber construction and the proposed construction of additional detached bedroom suite. <b>NO OBJECTION</b>.</p> <p>c. <i>PA20/03693, The Edge, 32 Higher Tristram, Polzeath</i> – single storey side/rear extension. <b>NO OBJECTION</b>.</p> <p>d. <i>PA20/03775, Elsyngge, Worthy Hill, Trebetherick</i> – retrospective approval for conversion of garage to residential accommodation. <b>NO OBJECTION</b>.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
76/2020	<p><u>Planning Applications Approved by CC</u> –</p> <p>a. <i>PA18/11030, Treverra Farm, Rock</i> – extension of existing access driveway to serve cottage.</p> <p>b. <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.</p> <p>c. <i>PA20/00634/PREAPP, Land N of Higher Weaver Barn, Trewiston Lane</i> – pre-application advice for construction of 47 residential dwellings (use class C3) with associated access, Highways improvements, landscaping, infrastructure drainage and public open space.</p> <p>d. <i>PA20/00981, Land N. of Broad Park Close, St Minver</i> – erection of a Commercial Unit for Class B1 and B8 use.</p> <p>e. <i>PA20/01717, 39 Higher Tristram, Polzeath</i> – replacement of two-storey extension at rear with larger extension; addition of painted cladding to end gables; enlargement of front terrace and change of guarding; conversion of integral garage to habitable accommodation and associated internal alterations; erection of small garden store.</p> <p>f. <i>PA20/01747, Pityme-Not, Pityme Farm Road, St Minver</i> – construction of a dwelling and garage with hobbies room over.</p> <p>g. <i>PA20/01880, Sunny Nook, Rock Road, Rock</i> – application for works to trees subject to blanket TPO. Crown raise and remove branches up to and including 15-20ft, remove snapped branches.</p> <p>h. <i>PA20/02269, Lanhay, 46 Little Trelyn, Rock</i> – planning permission for single storey oak framed garden room/porch extension to front.</p> <p>i. <i>PA20/02435, 30 St Moritz Villas, Trebetherick</i> - loft conversion creating a new master suite with associated balcony.</p>	
	<p><u>Planning Applications Refused by CC</u> – including any decisions received after the agenda had been published. Information only.</p> <p>a. <i>PA20/01622, Elsyngge, Worthy Hill, Trebetherick</i> – Certificate of Lawfulness for existing development for conversion of garage to a bedroom.</p>	
77/2020	<p><u>Trewint Playing Fields</u> –</p> <p>a. <i>Children’s Play Area</i> – Cllr. Gilbert had received a report that children were gathering in the area.</p> <p>i. <u>Fortnightly H&amp;S Inspection Reports</u> – not able to pick up. Cllr. Gilbert will speak to Mr Meneer about possible repairs to the shelter roof.</p> <p>ii. <u>Annual RoSPA Inspection</u> – copy of the RoSPA report had been circulated via email and Mr Meneer had been asked to carry out the minor repairs. The remaining items to be referred to Ms Sandra Crawford, Cormac Solutions Ltd.</p>	<p>Cllr. Gilbert</p> <p>Clerk</p>

	<p>b. <i>Trewint Toilets</i> – it was <b>RESOLVED</b> to re-open the toilets. It was further <b>RESOLVED</b> to pay the Contractor for cleaning the toilets during lockdown. The Clerk to write a risk assessment.</p> <p>c. <i>Polzeath FC</i> – letter from the Club i.r.o. their “Search for a Home” previously circulated via email. Members were fully supportive of football provision for young people. Cllr. Mould explained the pitch used by St Minver FC at Trewint is to be relocated on the site and would accommodate youth football. The view of Highlands will be known next week and Cllr. Mould will then look into the possibility of holding a meeting of interested parties.</p>	<p>Clerk</p> <p>Cllr. Mould</p>																				
78/2020	<p><u>Amenity Matters</u> – including any items received after the agenda is published.</p> <p>a. <i>Grass Verge Cutting</i> – Ms Nicola Riley, CC has now given the go ahead for cutting the grass on Cornwall Housing sites and A1 Tree and Grounds Ltd. had been asked to commence the work. A copy of their risk assessment had been requested.</p>																					
79/2020	<p><u>Financial Matters</u> – including any items received after the agenda is published.</p> <p>a. <i>Accounts for Payment</i> – Schedule 2020/21-03 to a value of £3,688.56 was <b>APPROVED</b> for payment.</p> <table border="0"> <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>Administration</td> <td>1,275.05</td> <td>98.09</td> <td>1,373.14</td> </tr> <tr> <td>Cemetery</td> <td>850.00</td> <td>160.00</td> <td>1,010.00</td> </tr> <tr> <td>Amenities</td> <td>1,144.07</td> <td>161.35</td> <td>1,305.42</td> </tr> <tr> <td><b>Total</b></td> <td></td> <td></td> <td><b>£3,688.56</b></td> </tr> </tbody> </table> <p>b. <i>Barclays Bank</i> – the interest rate has been reduced to 0.01%.</p>	<b>EXPENSES</b>	<b>Price</b>	<b>VAT</b>	<b>Total</b>	Administration	1,275.05	98.09	1,373.14	Cemetery	850.00	160.00	1,010.00	Amenities	1,144.07	161.35	1,305.42	<b>Total</b>			<b>£3,688.56</b>	
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80/2020	<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>Clerks &amp; Councils Direct</i> – May 2020.</p> <p>b. <i>Citizen’s Advice Bureau</i> – invitation to join. Details emailed. See <a href="https://www.citizensadvicecornwall.org.uk/volunteer-with-us/">https://www.citizensadvicecornwall.org.uk/volunteer-with-us/</a>.</p> <p>c. <i>Dog Control in Public Spaces</i> – deadline for re-consultation 21<sup>st</sup> August 2020. Members will respond to the consultation individually.</p>	Members																				
81/2020	<p><u>Diary Dates</u> – including items received after the agenda had been published.</p> <p>a. <i>Full Council Meetings</i> – 6<sup>th</sup> July 2020.</p> <p>b. <i>Clerk’s Leave</i> – 27<sup>th</sup> June – 5<sup>th</sup> July 2020 (inclusive).</p> <p>c. <i>Polzeath</i> – the car park is closed as are the toilets. Cllr. Mould will discuss the options with Mr Peter Marsh, CC.</p> <p>d. <i>Civil Enforcement</i> – it was thought this was due to start on 1<sup>st</sup> June 2020.</p>	Cllr. Mould																				
82/2020	<p><u>Information Only/Future Agenda Items</u> –</p> <p>a. <i>Rock Surgery</i> – the surgery has closed. The clinical mobile unit is due to be delivered shortly.</p> <p>b. <i>Volunteers</i> – Cllr. Mould said local volunteers were owed a huge thanks for all they had done to support local people during the pandemic lockdown.</p>																					
83/2020	<u>Meeting Closed</u> – 20.10pm.																					

Signature: ..... (Cllr. Gisbourne)  
Parish Council Chair

Date: 6<sup>th</sup> July 2020