



St MINVER LOWLANDS PARISH COUNCIL

MINUTES OF THE VIRTUAL COUNCIL MEETING HELD

MONDAY, 6th JULY 2020 @ 7pm

NOTE – it is advisable for all those joining a ‘Zoom’ meeting to check their security settings.

Present: Cllr. Gisbourne (Chairman) Cllr. Ms Boswell-Munday 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> – Cllr. Gilbert took the Chair, opened the meeting and welcomed those present.</p> <p>Members met with Mr Ian Day regarding the Trefresa Footpath (Minute 91a/2020 below refers). He said the photographs do not do justice to the position “on the ground”. He referred to the site meeting with Cllr. Mould at which it was agreed to clear up the mess that had been left and replace the shrubs that had been cut down. He asked for an update.</p> <p>Cllr. Mould said A1 Tree and Grounds Ltd. had just returned to work. Mr Day said that he was particularly concerned about the loss of the Exochorda. Cllr. Mould reminded Members that Mr Will Herman had previously agreed to pay for the work. The Clerk to set up a meeting with Cllr. Mould and Mr Day on site to discussing clearing the site and to see what needs doing.</p>	Clerk
84/2020	<u>Apologies for Absence</u> – Cllrs. Crowdy, Davis and Morgan (all with work commitments); Webb (leave).	
85/2020	<p><u>Members’ Declarations</u> –</p> <p>a. <i>Registerable Declarations of Interests</i> – Cllr. Gilbert in 88a/2020.</p> <p>b. <i>Non-registerable interest</i> – Cllrs. Mould and Boswell-Munday in 87a/2020.</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>	Clerk Clerk
86/2020	<p><u>Minutes of Meetings</u> –</p> <p>a. <i>Full Council Meeting</i> – 1st June 2020, AGREED as a true record.</p>	
87/2020	<p><u>Outside Bodies / Reports</u> –</p> <p>a. <i>St Minver Community Hub (CIO)</i> – Members RESOLVED to accept the recommendations from the Working Group regarding the draft lease, including a proposal that all costs (including solicitors in preparing this lease) be the responsibility of the Tenant.</p> <p>Ms Beeley, CC Legal Dept. to be asked if signing the lease should be deferred until the CIO has funding in place to commence building and whether the CIO should be asked to pay all the costs.</p>	Clerk

	<p>b. <i>Network Panel Meeting</i> – a private meeting for the parish town councillors / clerks and respective Cornwall Councillors only will be held on Thursday 16th July at 6.30pm via Microsoft Teams.</p> <p>Notes and documents for the meeting held on 12th March 2020 previously circulated via email.</p>	
88/2020	<p><u>Planning Applications</u> – Members considered:</p> <p>a. <i>PA20/01970, Hay Barn and Farmhouse at Trefresa Farm, Rock</i> – temporary use of Hay Barn and Farmhouse for Porthilly Spirit Festival. Revised plans have been received by CC. NO OBJECTION.</p> <p>b. <i>PA20/02285, The Studio, Chy An Gwyth, Penmayne, Rock</i> – change of use from a workshop and artist gallery to residential with additional balcony and changes to fenestration. NO OBJECTION, providing there is a Permanent Residency clause to be retained as previously agreed, in accordance with Policy 3.2 of the St Minver NDP.</p> <p>c. <i>PA20/04184, Rock Sailing Club</i> – Listed Building Consent for replacement bar window to allow use as a serving point. NO OBJECTION.</p> <p>d. <i>PA20/04322, Wildways, Highcliff, Polzeath</i> – replacement house. NO OBJECTION but Members would like to see additional parking.</p> <p>e. <i>PA20/04410, 35 Higher Tristram, Polzeath</i> – extension and improvements to existing balcony. OBJECT on the grounds of overlooking and loss of privacy to the neighbour; noise created by increased occupancy numbers; increased height will dominate the neighbours. Members consider this proposal to be overbearing. This is very similar to the original planning application, which was refused.</p> <p>f. <i>PA20/04423, St Margarets, Rock Road, Rock</i> – erect a ground floor extension to include a bedroom and en-suite. NO OBJECTION.</p> <p>g. <i>PA20/04430, Whispers, Trewint Lane, Rock</i> – construction of outbuilding. NO OBJECTION.</p> <p>h. <i>PA20/04844, 1 Slipway Cottages, Rock</i> – fire egress door, platform and spiral stair connecting to recently permitted side balcony. NO OBJECTION.</p> <p>i. <i>PA20/04606, Rock Surgery, Rock Road, Rock</i> – change of use of building back to original use as residential following period of use as surgery which ended on the 31.05.2020. NO OBJECTION.</p> <p>j. <i>PA20/04772, Greystones Cottage, Daymer Lane, Trebetherick</i> – proposed extensions to existing dwelling. NO OBJECTION.</p> <p>k. <i>PA20/04733, Land SW of Wenadoc, Rock Road</i> – new dwelling on land at Wenadoc adjacent to existing dwelling. NO OBJECTION, providing there is a Permanent Residency clause to be retained as previously agreed, in accordance with Policy 3.2 of the St Minver NDP.</p> <p>l. <i>PA20/04911, Flintstones, Golf Course Hill, Rock</i> – proposed extension. NO OBJECTION.</p> <p>m. <i>PA20/04607, Tristram Cliff, Carn Cobba Access to Tristram Car Park Polzeath</i> – non-material amendment for change of position of archive room window from west to north elevation and change of balustrade design to PA18/03758 - proposed boat store in garden. Noted CC had decreed this application is not acceptable as a “non-material amendment”.</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>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
89/2020	<p><u>Planning Applications Approved by CC</u> – including any decisions received after the agenda had been published. Information only.</p> <p>a. <i>PA19/09481, Porthilly Greys, Porthilly Lane, Rock</i> – extension and internal modifications to existing dwelling.</p> <p>b. <i>PA19/09482, Porthilly Greys, Porthilly Lane, Rock</i> – LBC for extension and internal modifications to existing dwelling.</p>	

	<p>c. <i>PA20/01142, Land off Francis Road, Trebetherick</i> – reserved matters following outline approval PA16/07503 (construction of 10 restricted occupancy holiday units).</p> <p>d. <i>PA20/02231, Land N of Willow Cottage, Penmayne</i> – proposed new dwelling.</p> <p>e. <i>PA20/02409, 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.</p> <p>f. <i>PA19/10998, 29 Higher Tristram, Polzeath</i> – erection of replacement dwelling.</p> <p>g. <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.</p> <p>h. <i>PA20/03008, 4 The Anchorage, Slipway, Rock</i> – application for works to tree subject to TPO: Holm Oak to pollard.</p> <p>i. <i>PA20/03137, 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.</p>	
	<p><u>Other Planning Matters</u> –</p> <p>a. <i>Trewiston Lane Development, Rock</i> – the Clerk to ask Mr Alex Cave, Origin3 to provide:</p> <ul style="list-style-type: none"> • Detailed plans showing the pedestrian way, and • Any work proposed to Trewiston Lane accessing onto Rock Road <p>b. <i>Neighbourhood Plan Revision</i> – Ms Sue Walters, Situ8 had written requesting two plots of land are considered for inclusion when the NDP is revised (which will be in 2022). The Clerk to acknowledge receipt.</p> <ul style="list-style-type: none"> • Site No 1: Land to the East of Above Town Close, Rock Road, Pityme • Site No 2: Land to the West of Niblicks, Penmayne 	<p>Clerk</p> <p>Clerk</p>
90/2020	<p><u>Trewint Playing Fields</u> – including items received after the agenda was issued:</p> <p>a. <i>Children’s Play Area</i> – Members considered:</p> <ol style="list-style-type: none"> i. <u>Re-opening the Play Area</u> – government guidance had been received, and circulated to Members, regarding how to re-open safely: https://www.gov.uk/government/publications/covid-19-guidance-for-managing-playgrounds-and-outdoor-gyms/ The Clerk to provide signage to Cllr. Gilbert who will arrange to have them laminated for users. Cllr. Gilbert will also provide hand sanitisers. The Clerk to ask Mr Meneer to cut the grass, clear the rubbish, etc. ready for re-opening. ii. <u>Fortnightly H&S Inspection Reports</u> – copies had been provided to the Clerk. iii. <u>Annual RoSPA Inspection</u> – Cormac had completed the repairs identified in the RoSPA report. <p>b. <i>Trewint Toilets</i> – Minute 77b/2020 refers. Members RESOLVED to adopt the risk assessment to re-open the WCs (copy previously circulated). Noted the toilets had been re-opened.</p> <p>c. <i>Trewint Ownership</i> – covered by Minute 87a/2020 above.</p>	<p>Clerk</p> <p>Cllr. Gilbert</p>
91/2020	<p><u>Highway Matters</u> – including any items received after the agenda is published.</p> <p>a. <i>Trefresa Footpath</i> – covered by the Public Forum above.</p>	

	<p>b. <i>Polzeath Parking</i> – Highlands’ Chair had spoken to Cllr. Mould regarding problem parking around the Oystercatcher. Cllr. Mould had contacted Ms Jacquie Rapier regarding the obstruction to seek a solution. The Clerk to report the matter to Mr Oliver Jones, Highways and point out that emergency vehicles can’t get through.</p>	Cllr. Mould Clerk																								
92/2020	<p><u>Amenity Matters</u> – including any items received after the agenda is published.</p> <p>a. <i>Polzeath FC</i> – Minute 77c/2020 refers. Cllr. Gisbourne said a new adult team as well as a youth football team is planned. Cllr. Boswell-Munday will seek clarification.</p> <p>b. <i>Benches</i> – Members considered:</p> <p>i. <i>Broken Bench</i> – an email from a resident asking that the bench, just across from the wooden bridge at the top of Tristram Field car park, be repaired rather than removed. The Clerk to contact Mr Watson regarding his suggestion for repairs. Minute 67a/2020 (May) refers.</p> <p>ii. <i>Greenaway Path</i> – a request to place a memorial bench between Daymer Bay and Polzeath. The PC does not own any land in the area and are unable to grant permission, but Members advise a concrete bench would be preferable to a wooden one.</p> <p>c. <i>Grass Verge Cutting</i> – A1 Tree and Grounds Ltd. had provided a copy of their risk assessment for grass cutting and weed spraying.</p>	Cllr. Boswell-Munday Clerk Clerk																								
93/2020	<p><u>Financial Matters</u> – including any items received after the agenda is published.</p> <p>a. <i>Accounts for Payment</i> – Schedule 2020/21-04 to a value of £9,075.88 was 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>1,028.49</td> <td>6.89</td> <td>1,035.38</td> </tr> <tr> <td>Cemetery</td> <td>92.00</td> <td></td> <td>92.00</td> </tr> <tr> <td>Amenities</td> <td>6,616.64</td> <td>583.86</td> <td>7,200.50</td> </tr> <tr> <td>Council Chamber</td> <td>748.00</td> <td></td> <td>748.00</td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td>£9,075.88</td> </tr> </tbody> </table> <p>b. <i>Budget Monitor</i> – copy had been circulated via email.</p> <p>c. <i>CIL Payment</i> – Ms Gemma Arthur, CC advised the CIL money due from planning permission PA19/03308 is due before 30th September. Anything that CC receive will be paid to the Parish Council in October. As we have an adopted Neighbourhood Development Plan, the amount due is £7,850. It had previously been agreed that CIL payments should be made available to the CIO.</p>	EXPENSES	Price	VAT	Total	Administration	1,028.49	6.89	1,035.38	Cemetery	92.00		92.00	Amenities	6,616.64	583.86	7,200.50	Council Chamber	748.00		748.00	Total			£9,075.88	
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94/2020	<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>Polzeath Car Park</i> – Ms Jacquie Rapier, CC advised the car park and Coronation Garden WCS will be open for 4th July 2020.</p> <p>b. <i>Calor Gas Grant Fund</i> – details previously emailed.</p> <p>c. <i>Office of the Police and Crime Commissioner</i> – Members are invited to nominate a representative of your council to join the to join the Councillor Advocate Scheme. Details previously emailed.</p> <p>d. <i>Reopening of Your Town/Village High Streets</i> – details of a new fund previously circulated via email.</p> <p>e. <i>Cornwall Community Resilience Network</i> – details previously emailed. Ruth Rockley, e: ruth.rockley@cornwall.gov.uk t: 01872 327526.</p> <p>f. <i>Licensing Applications</i> – Taco Boys Yard, Portreath Bee Centre, St Minver.</p>																									

	<p>g. <i>Citizens Advice Cornwall</i> – launched Scams Awareness Fortnight on 15th June 2020. Details previously emailed.</p> <p>h. <i>Cornwall Community Land Trust</i> – newsletter includes details of a new grant fund for community-led housing groups to help them build new homes to meet local needs. Details emailed.</p> <p>i. <i>Citizens Advice Cornwall</i> – summer newsletter, circulated via email.</p> <p>j. <i>Mustard Seed Project</i> – launch a community share offer, to raise funds to develop additional housing that will provide urgent support for vulnerable adults with learning disabilities in Cornwall. Details previously emailed.</p> <p>k. <i>Neighbourhood Policing Newsletter</i> – Summer 2020.</p> <p>l. <i>Business and Planning Bill</i> – draft Planning Guidance and new Permitted Development Rights. Details circulated via email.</p>	
95/2020	<p><u>Diary Dates</u> – including items received after the agenda had been published.</p> <p>a. <i>Full Council Meetings</i> – 17th August 2020.</p> <p>b. <i>Community Crisis Recovery</i> – webinar on Wednesday 8th (18:00-19:30), repeated on Wednesday 22nd July (12:00-13:30). Details on: https://www.communitiesprepared.org.uk/events/</p> <p>c. <i>Clerk’s Leave</i> – 18th – 26th July 2020 (inclusive).</p>	
96/2020	<p><u>Information Only/Future Agenda Items</u> –</p> <p>a. None.</p>	
97/2020	<p><u>Meeting Closed</u> – 20.20pm.</p>	

Signature: (Cllr. Gisbourne)
Parish Council Chair

Date: 17th August 2020