



St MINVER LOWLANDS PARISH COUNCIL

MINUTES OF THE VIRTUAL COUNCIL MEETING HELD

17th AUGUST 2020 @ 7.15pm

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

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

Minute	AGENDA ITEMS	Action
	<p><u>Chairman’s Welcome and Public Forum</u> – Cllr. Gilbert took the Chair and welcomed those present.</p> <p>Members met with Mr Joe Tamblin regarding cars parked at the junction of Pityme Farm Road and Rock Road (see Minute 105b[iii]/2020 below). He had provided photographs as examples of parked vehicles that are creating problems; together with a plan which illustrated where he thought yellow lines would improve the situation. County Cllr. Mould said she will speak to the Parking Enforcement Officer and request that penalty tickets are issued to drivers parked inappropriately.</p> <p>Mr Ian Day addressed Members regarding Minutes 102[c]/2020, 102[g]/2020 and 105[a]/2020. With regards to the latter item, Mr Day explained that all the debris from cutting the footpath on both sides of the stream had ended up on or near his property.</p> <p>Speaking about the Trefresa Farm planning applications, he had concerns that if planning permission was granted for “lodges” this would “open up a real can of worms” and create opportunities for further development. Mr Day believed the proposals contravened a number of provisions in the St Minver Neighbourhood Plan.</p> <p>Mr Jeremy Varcoe also spoke regarding Minutes 102[c]/2020, 102[g]/2020 commented. He pointed out the AONB unit say an EIA is needed given the scale and sensitivity of the site within the AONB area. In his opinion the PC should now state that an EIA is essential. He urged Members to object to the PREAPP which will be resubmitted.</p>	Cllr. Mould
98/2020	<p><u>Apologies for Absence</u> – Cllrs. Crowdy, Davies, Morgan and Richards. It was RESOLVED to grant Cllr. Davis an extended leave of absence of one month. The Clerk to advise him of the situation.</p>	Clerk
99/2020	<p><u>Members’ Declarations</u> –</p> <ul style="list-style-type: none"> a. <i>Registerable Declarations of Interests</i> – Cllr. Gilbert in 102[c] and 102[g]/2020 b. <i>Non-registerable interest</i> – Cllrs. Mould and Boswell-Munday in 101a/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. 	

100/2020	<p><u>Minutes of Meetings</u> – Members to approve the following:</p> <p>a. <i>Full Council Meeting</i> – 6th July 2020, AGREED as a true record.</p>	
101/2020	<p><u>Outside Bodies / Reports</u> –</p> <p>a. <i>St Minver Community Hub (CIO)</i> – Minute 87a/2020 refers. Cllrs. Mould and Boswell-Munday declared an interest and took no part in the discussion. Members RESOLVED to make the following response to Ms Beeley, CC Legal Dept., the Clerk to submit:</p> <ol style="list-style-type: none"> 1. Please confirm the address of the CIO. The Charity Commission’s address to be used, if that is not possible, the address to be Mrs Carol Mould, Lynam Cottage, Rock, St Minver, PL27 6JZ. 2. Is the whole of the field land being leased, or are there parts which are being retained by the Parish Council? The whole field. 3. Clause 11.1 covers items which the Landlord might have to pay towards that are also used by adjoining properties i.e. service media. Retain Clause 11.1 4. With regards to the building that the CIO will be constructing on the property, you have stated that this will be owned by the CIO. However, ordinarily with leases for land to build on, the title to the building will revert to the landowner at the end of the lease. You can either require them to remove it at the end of the lease term, or the building ownership can revert to the Parish Council. Revert to the Parish Council if a new lease is not negotiated. 5. With regards to alterations, the works to construct the building are set out in the lease. We can amend clause 22.1 if you wish to allow the CIO to make alterations/additions, but I would suggest that this is only with the prior written consent of the Parish Council, so that the PC retains control over what happens on the land. Must be by consent with the Parish Council. 6. Please confirm when the break dates will be. Every 5 years. 7. Please confirm the usual execution clause that the Parish Council uses to execute legal documents. By discussion of the full Parish Council 8. It is up to the Parish Council whether you ask the CIO to pay the Parish Council’s costs. The Parish Council and the CIO to each pay its own costs. 9. Deferral of the lease – a potential option could be to require them to enter into the lease and include a break clause for either party so that the lease can be terminated if the CIO has not raised the funds and commenced building by a specific date. Agree the potential option <p>Noted WG Members are Cllrs. Gisbourne, Morgan and Richards.</p> <p>b. <i>Network Panel Meeting</i> – notes of the meeting held on 16th July previously emailed. The next meeting is scheduled to be held 10th September 2020.</p> <p><i>Network Highway Scheme</i> – Oystercatcher / Trewiston Lane, St Minver speed limit extension and safety signing to be implemented but delayed due to lockdown. Details emailed. Cllr. Mould reported temporary measures had been introduced and this had resulted in marked improvements.</p>	Clerk
102/2020	<p><u>Planning Applications</u> – Members considered the following:</p> <p>a. <i>Trewiston Lane Development, Rock</i> – Mr Alex Cave, Origin3 had provided further information. Details emailed on 10th July 2020.</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>PA20/05600, 27 Higher Tristram, Polzeath</i> – first floor extension, including dormer windows and balcony and minor alterations following previous planning approval No. PA19/09676. Cllr. Williams said no heights are given on the plans. NO OBJECTION. Cllr. Mould will speak to the case officer to ensure he is satisfied there are no significant overlooking issues.</p> <p>c. <i>PA20/06028, Trefresa Farm, Rock</i> – Environmental Impact Assessment screening opinion request for development of a Boutique Hotel. Members are not formally consulted on this type of application. Members agreed an EIA is essential and there was no need to comment.</p> <p>d. <i>PA20/05644, Land off Francis Road, Trebetherick</i> – application for the modification/discharge of a planning obligation in respect of decision notice PA16/07503. NO OBJECTION.</p> <p>e. <i>PA20/06143, Ferryside, Rock Road, Rock</i> – replacement of cottage with a six-bedroom building (three linked buildings) and the creation of a subterranean garage to vary Condition 2 (approved plans) of Application No. PA16/11752 dated 20th June 2017. Members OBJECT on the grounds:</p> <ul style="list-style-type: none"> • Window in east elevation despite not being in original plan is in position, if it is to be locked shut, that implies it could be open. Members would like this removed completely (please refer to email from neighbours). • Creation of balcony and full-length windows. The reason given for creating a balcony is to shade the downstairs to minimise solar gain. Members consider this a disingenuous reason because if solar inclusion was designed correctly this “necessary” extra would have been included. This could be done without creating a balcony and does not necessitate extending the windows to floor length. • It is Members view this is a householder application submitted to gain what was thought a step too far for approval on the first application. This site has already had to bear the brunt of a two-bed house below Ferryside being turned into a five-bed. Members feel to allow the change of this condition would be overbearing in the extreme, and over development of the site. <p>f. <i>PA20/06694, Choughs, Trebetherick</i> - Non Material Amendment to PA19/08359 dated 20th November 2019 for Fenestration alterations, new window and door openings; loft conversion including roof dormer to rear, rooflights and gable windows; garage conversion to living accommodation; single storey rear extension; small scale outbuildings for refuse and general storage namely a revised layout in single storey part of the house giving rise to new window positions. Reduction in size of single storey rear extension. NO OBJECTION.</p> <p>g. <i>PA20/01622/PREAPP, Trefresa Farm, Rock</i> – pre-application advice for new tourism led, mixed use development. This application had been removed from CC website. No further action at this stage.</p>	<p>Clerk / Cllr. Mould</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
103/2020	<p><u>Planning Applications Approved by CC</u> – including decisions received after the agenda had been published. Information only.</p> <p>a. <i>PA20/01198, Land off Francis Road, Trebetherick</i> – reserved matters following outline approval PA18/01515 (Construction of 10 new holiday dwellings).</p> <p>b. <i>PA20/01970, Hay Barn and Farmhouse at Trefresa Farm, Rock</i> – temporary use of Hay Barn and Farmhouse for Porthilly Spirit Festival.</p> <p>c. <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.</p> <p>d. <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.</p>	

	<p>e. PA20/03693, <i>The Edge, 32 Higher Tristram, Polzeath</i> – single storey side/rear extension.</p> <p>f. PA20/03775, <i>Elsynge, Worthy Hill, Trebetherick</i> – retrospective approval for conversion of garage to residential accommodation.</p> <p>g. PA20/04184, <i>Rock Sailing Club</i> – Listed Building Consent for replacement bar window to allow use as a serving point.</p> <p>h. PA20/04322, <i>Wildways, Highcliff, Polzeath</i> – replacement house.</p> <p>i. PA20/04423, <i>St Margarets, Rock Road, Rock</i> – erect a ground floor extension to include a bedroom and en-suite.</p> <p>j. PA20/04430, <i>Whispers, Trewint Lane, Rock</i> – construction of outbuilding.</p> <p>k. PA20/04772, <i>Greystones Cottage, Daymer Lane, Trebetherick</i> – proposed extensions to existing dwelling.</p>	
104/2020	<p><u>Trewint Playing Fields</u> – including items received after the agenda was issued.</p> <p>a. <i>Children’s Play Area</i> –</p> <p>i. <u>Re-opening of Play Area</u> – the following action had been taken:</p> <ul style="list-style-type: none"> • Laminated signs had been placed advising visitors how to use the equipment safely. • Hand sanitisers had been provided. • Mr Meneer had cleared the area of rubbish and cut the grass. <p>Cllr. Mould had given the Pre-school a grant from her County Members’ fund to provide CCTV. She wondered if Members would like to consider extending the CCTV to cover the play area. She will speak to the Pre-school to see if this would be possible.</p> <p>ii. <u>Fortnightly H&S Inspection Reports</u> – not available.</p>	Cllr. Mould / Clerk
105/2020	<p><u>Highway Matters</u> – including items received after the agenda is published.</p> <p>a. <i>Trefresa Footpath</i> – Minute 91a/2020 refers. Cllr. Mould reported that Mr Will Hermann had agreed to pay the costs to remove debris from the site and to replace the shrubs. The Clerk to obtain a quotation from A1. It was also noted that various outstanding works, had been put on hold in March by Mr Ed Dolman, Loka Event Consultancy and Production.</p> <p>b. <i>Highway Issues</i> – Members considered the following matters:</p> <p>i. <u>On the Road Opposite the Old White House and White Heron</u> – entering Polzeath from Trebetherick. Members felt both sides of the road need to be considered when the Network Highway Scheme consultation comes out.</p> <p>ii. <u>Around the Oystercatcher, Polzeath</u> – Minute 101b/2020 above refers. Mr Oliver Jones, Highways had introduced a Temporary Traffic Regulation Order (TTRO).</p> <p>iii. <u>Pityme Farm Road</u> – Members to consider introduction of double yellow lines to the junction with Rock Road when the next round of the Network Highway Scheme opens.</p> <p>iv. <u>Rock Road</u> – Highways had previously carried out a traffic survey and advised that Rock Road would not meet the criteria to meet the requests listed below. However, Mr Oliver Jones had indicated that the various traffic calming measures had been added to the traffic scheme request list for future consideration.</p> <ul style="list-style-type: none"> • Possible introduction of additional double yellow lines. • Proposal from a resident for: [1] action to reduce traffic speed; [2] pedestrian crossing at Nursery Stores; [3] speedometers and sleeping policemen on the road. 	Clerk

106/2020	<p><u>Amenity Matters</u> – including items received after the agenda is published.</p> <p>a. <i>Polzeath FC</i> – Minute 92a/2020 refers. Cllr. Mould said this matter is ongoing. Cllr. Gisbourne said he understood the FC has received funding.</p> <p>b. <i>Broken Bench</i> – Members were grateful to Mr Peter Watson for providing advice to repair the bench, just across from the wooden bridge at the top of Tristram Field car park. Minute 92b[i]/2020 refers. Members felt the long-term solution is a new stone and slate bench and the existing bench needs to be removed.</p> <p>c. <i>Public Rights of Way (PROWs)</i> – the following issues had been reported to Countryside Team.</p> <p>i. The wooden bridge above the cliff car park on the way to Daymer Bay, where the earth beneath it and 30cm to the right is giving way and becoming difficult to negotiate.</p> <p>ii. The small footpath coming down from Dunder Hill to join the road into Polzeath down towards Vanilla Ice Cream Shop is very unsuitable with certain bits of concrete falling away and twigs and branches obstructing the walkway.</p> <p>d. <i>Rock Road Waste Bin</i> – the Clerk to ask Ms Donna Latham, CC to consider removing the bin outside the former doctors' surgery and assume instead responsibility for the new bin opposite the Spar shop.</p> <p>If Ms Latham is unable to agree to this proposal, the Clerk to advise Mr Paul Hiatt, Biffa that Members want the bin emptied daily from 1st April – 30th September and weekly outside this period.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>																				
107/2020	<p><u>Financial Matters</u> – including any items received after the agenda is published.</p> <p>a. <i>Legal Expenses</i> – Members to agree which organisation (PC or The Hub) that is to pay the legal fees for drawing up the Trewint lease.</p> <p>b. <i>Accounts for Payment</i> – Schedule 2020/21-06 to a value of £6,025.85 was APPROVED for payment.</p> <table border="1" data-bbox="311 1220 1228 1377"> <thead> <tr> <th>EXPENSES</th> <th>Price</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Administration</td> <td>672.25</td> <td>6.89</td> <td>679.14</td> </tr> <tr> <td>Amenities</td> <td>3,253.76</td> <td>172.95</td> <td>3,426.71</td> </tr> <tr> <td>Council Chamber</td> <td>1,600.00</td> <td>320.00</td> <td>1,920.00</td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td>£6,025.85</td> </tr> </tbody> </table> <p>c. <i>Internet Banking</i> – Members RESOLVED to move towards payment by BACS to come into effect after the Parish Council elections in May 2021.</p> <p>d. <i>Grant Applications</i> – Members RESOLVED to make a grant to:</p> <p>i. <u>Cornwall Air Ambulance</u> – £500.</p>	EXPENSES	Price	VAT	Total	Administration	672.25	6.89	679.14	Amenities	3,253.76	172.95	3,426.71	Council Chamber	1,600.00	320.00	1,920.00	Total			£6,025.85	<p>Clerk</p>
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108/2020	<p><u>Administration Matters</u> – not covered elsewhere on the agenda, including any items received after the agenda had been published.</p> <p>a. <i>CC Legal SLA</i> – Members considered signing up to receive Legal Services from CC, but agreed to take no further action at this point.</p>																					
109/2020	<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>Tree Preservation Order</i> – CC has decided not to confirm the TPO on trees at Penmayne, Rock (TPO/00003/JB).</p> <p>b. <i>Bodmin Neighbourhood Police Team</i> – July newsletter.</p> <p>c. <i>New Street Name and Numbering</i> – Members had agreed via email to name Mr Rob Mably's development Trewenna Lane.</p> <p>d. <i>Wadebridge Neighbourhood Police Team</i> – July newsletter.</p>																					

	<p>e. <i>Cornwall Council Community Governance Review</i> – an email regarding a “specific request for information following stage 3 consultation” was circulated via email. Deadline was 10th August 2020.</p> <p>f. <i>Carbon Neutral Cornwall Hive</i> – details previously emailed. See: https://letstalk.cornwall.gov.uk/carbon-neutral-cornwall</p> <p>g. <i>Neighbourhood Planning</i> – E-Bulletin (July 2020). Details previously emailed</p> <p>h. <i>Planning News for Local Councils and Agents</i> – July 2020 edition. Details previously emailed.</p> <p>i. <i>CPRE</i> – Summer 2020 newsletter.</p> <p>j. <i>Ocean Group Corporate Strategy Summary 2020-25</i> – sent via email.</p> <p>k. <i>Climate Change Development Plan Document (DPD)</i> – formal consultation on the Pre-Submission Report which will be from 10 August to 25 September 2020. Details circulated via email.</p> <p>l. <i>The Cornwall We Want</i> – the clerk to send the posters to Cllr. Mould to be placed on the notice boards.</p>	Clerk
110/2020	<p><u>Diary Dates</u> – including items received after the agenda had been published.</p> <p>a. <i>Full Council Meetings</i> – 7th September 2020.</p> <p>b. <i>Clerk’s Leave</i> – 22nd August – 6th September 2020 (inclusive).</p> <p>c. <i>Planning Reform Event</i> – 18th August 2020. Details previously emailed.</p>	
111/2020	<p><u>Information Only/Future Agenda Items</u> –</p> <p>a. None.</p>	
112/2020	<u>Closed Session</u> –	
113/2020	<u>Planning Enforcement</u> – Members RESOLVED to consider supporting a possible planning enforcement issue (details previously emailed).	
114/2020	<u>Meeting Closed</u> – 20.55pm.	

Signature: (Cllr. Gisbourne)
Chairman

Date: 7th September 2020