



**St MINVER LOWLANDS PARISH COUNCIL**  
**MINUTES OF THE VIRTUAL COUNCIL MEETING**  
**HELD ON 4<sup>th</sup> JANUARY 2021 @ 7pm**

NOTE – it is the responsibility of all those joining a ‘Zoom’ meeting to check their security settings.

Minute	AGENDA ITEMS	Action
	<b>Present</b> – Cllrs. Gisbourne (Chair), Ms Boswell-Munday, Crowdy, Davis, Morgan, Mould (CC/PC), Richards, Webb, Williams and Mrs Thompson (Clerk)	
	<b>Chairman’s Welcome and Public Forum</b> – the Chair opened the meeting and welcomed those present.	
1/2021	<b>Apologies for Absence</b> – Cllr. Gilbert.	
2/2021	<b>Members’ Declarations</b> – 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.	
3/2021	<b>Minutes of Meetings</b> – Members to approve the following: a. <i>Full Council Meeting</i> – 7 <sup>th</sup> December 2020, <b>AGREED</b> as a true record.	
4/2021	<b>Outside Bodies / Reports</b> – a. <i>St Minver Community Hub (CIO)</i> – Cllr. Boswell-Munday reported a newsletter had been circulated. The first £100K fundraising target had been met. Further grant applications are being made. b. <i>Network Panel Meeting</i> – next meeting to be held on 21 <sup>st</sup> January 2021. c. <i>Cornwall Council</i> – Cllr. Mould said it had been very quiet over Christmas. PA20/09912, Bodeive, Wadebridge – Members were asked to look at this application, which would impact on the B3314, and were asked to forward any comments to the Clerk for submission to the case officer. Cllr. Mould was asked about progress on the Beach Rangers service. She said it was essential to know the “guaranteed” income from the car park levy. She felt the Anti-Social Behaviour was a separate issue. d. <i>Police</i> – Special Constables who agree to complete a set number of shifts will be paid an allowance as the force strengthens its response to policing the coronavirus pandemic. Details previously emailed.	All Members / Clerk
5/2021	<b>Planning Applications</b> – Members considered the following, including any applications received after the agenda had been published:	

	<p>a. PA20/10496, Trecarrek, Golf Course Hill, Rock – works to trees covered by a Tree Preservation Order namely one Austrian Pine G1 to remove one branch at ground level and one branch at terrace level. NOTE – given the short deadline, the Clerk had responded: “No objection, providing the tree officer has no objection”.</p> <p>b. PA20/10758, The Oystercatcher, Dunders Hill, Polzeath – Non-Material Amendment to Application No. PA17/06720 dated 23rd October 2017 for the Refurbishment and extend the existing Public House &amp; Hotel, and provide an external seating/dining area for Alfresco Dining including 2 No external covered seating booths and new bin store namely a New exterior chimney/flue with associated cowl for a new log burner which will be located internally. Only 14 days was allowed to comment and in view of this and the nature of the application, <b>NO COMMENT</b> was made.</p> <p>c. PA20/10661, The Rookery, Shores Lane, Rock – works to Trees namely - T1 Acer and T2 Laburnum - subject to a Tree Preservation Order (TPO). NOTE – given the short deadline, the Clerk had responded: “No objection, providing the tree officer has no objection”.</p> <p>d. PA20/11083, Windwhistle, Trebetherick – non-material Amendment to Application No. PA16/01882 dated 22<sup>nd</sup> April 2016 for the Construction of a replacement single dwelling house namely to change the type of slate to be used. Only 14 days was allowed to comment and in view of this and the nature of the application, <b>NO COMMENT</b> was made.</p> <p>e. PA20/10385, 28 St Moritz Villas, Trebetherick – construction of loft conversion with rear mono pitch dormer and balcony with associated access stairs, ground floor rear extension with terrace and associated internal remodelling. <b>NO OBJECTION.</b></p> <p>f. PA20/10547, 4 Brea Road, Rock – ground floor and loft extension. <b>OBJECT</b> on the grounds the height and mass impacts on the whole ethos of the estate. If permission is granted, then Members request obscure glazing to protect neighbours’ privacy.</p> <p>g. PA20/10920, Land N of Willow Cottage, Penmayne – proposed garage to serve approved dwelling under construction. PA20/01608. <b>NO OBJECTION.</b></p> <p>h. PA20/10011, Plot 4 Land N of Broad Park Close St Minver – proposed 7no Self Contained Industrial Units for Use Classes B1 and B8. <b>OBJECT</b> because the yard to the side of the proposed building is outside the development boundary (Policy 2.1 of the St Minver NDP); in addition, the proposed units should be no higher than the units planned for the site as per PA20/00981.</p> <p>i. PA20/10930, 15 Higher Tristram, Polzeath – proposed extensions and improvements to existing dwelling. <b>COMMENT</b> – Members are sympathetic to the objections made by neighbours but felt the estate overall had been significantly changed since it was built and there are no grounds to object.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
6/2021	<p><b>Planning Applications Approved by CC</b> – including any decisions received after the agenda had been published. Information only.</p> <p>a. PA20/06597, Broadagogue, Trebetherick – demolition of existing part two storey dwelling house and replacement with the construction of new two storey dwelling house.</p> <p>b. PA20/07489, The Point at Polzeath – construction of single storey changing room and football pitch together with sports floodlights to maximise the usage of the pitch.</p> <p>c. PA20/08532, The Willows, Trewiston Lane, St Minver – completion and retention of the demolition of existing dwelling and erection of replacement dwelling (amended scheme to that approved under PA19/11227.</p>	

	<p>d. PA20/08974, Chy-An-Mor, Tristram Cliff, Polzeath – extend first floor balcony by an additional 2.1m.</p> <p>e. PA20/08079, <i>Elm Cottage, Trebetherick</i> – single storey side extension to replace sunroom, single storey rear extension and internal alterations.</p> <p>f. PA20/08985, Stepper Watch, Highcliff, Polzeath – variation of condition 2 (approved plans) of decision no. PA18/09616 (Revised position of proposed dwelling [following approval ref. no. PA17/01706]), to allow for some minor alterations to the design of the dwelling to vary Condition 2 (approved plans) of Decision Notice PA19/06984 dated 29<sup>th</sup> October 2019</p> <p>g. PA20/09045, Mallow, Rock Road, Rock – proposed rear ground floor extension and proposed car port to the side of the dwelling.</p> <p>h. PA20/09155, Pencarrick, Green Lane, Rock – taking side limbs off Macrocarpa Trees that overhang driveway and access road.</p> <p>i. PA20/02635/PREAPP, Sparnal Stitch, Trewint Lane, Rock – pre-application advice for the extension of an existing outbuilding creating a dwelling. Closed advice given.</p> <p>j. PA20/09411, Lower Cockmoyle, Porthilly Lane, Rock – application for works to a tree subject to a tree preservation order - Felling of an Ash (T40).</p>	
7/2021	<p><b>Trewint Playing Fields</b> – including any items received after the agenda had been published.</p> <p>a. <i>Children’s Play Area</i> – Members to consider:</p> <p>i. <u>Fortnightly H&amp;S Inspection Reports</u> – no issues were raised. Noted repairs had been made to the toilet lights.</p> <p>ii. <u>CCTV</u> – Minute 167a[iii]/2020 refers. Cllrs. Crowdy and Davis had done extensive research into the provision of CCTV and drew Members attention to the system managed by CC/Fire Brigade. The Clerk to find out more information, to include any conditions relating to CCTV in play areas.</p> <p>b. <i>Lease</i> – no update was available. The Clerk to chase Ms Fiona Salmon, CC Legal Dept.</p>	<p>Clerk</p> <p>Clerk</p>
8/2021	<p><b>Highway Matters</b> – including any items received after the agenda is published.</p> <p>a. <i>Bus Shelter, Opposite Clock Garage</i> – Cormac had installed the shelter.</p> <p>b. <i>Mobile Speed Activated Sign</i> – it was <b>RESOLVED</b> to request for the sign to be sited [1] Rock Road opposite Pavilion building (already a post in situ) [2] Trenint lane towards Trebetherick adjacent to Restharrow, [3] road from Trebetherick Stores towards Polzeath. The Clerk to advise Ms Jacquie Rapier, CC</p>	<p>Clerk</p>
9/2021	<p><b>Amenity Matters</b> – including any items received after the agenda is published.</p> <p>a. <i>Policeman’s Corner Verge</i> – Minute 171b/2020 refers. Ms Jax Buse advised she had looked at the verge and thinks it would be best to start the wild flower turf from the beginning of the pedestrian path, which leaves the 'wet' corner and the area past the bus stop to be cut as before. The cost of the turf for this middle section would be £1,656 plus labour for laying it. It was <b>RESOLVED</b> to proceed with the project. The Clerk to send the quote to Mr Alex Roads for his information.</p> <p>Noted Mr Andy Hoskin, Highways had granted permission for the Pityme grass verge (by bus shelter) to be re-wilded with “wildflower” turf.</p> <p>Cllr. Morgan will provide the Clerk with the address of the householder who had made an exit from her property onto the grass verge. The Clerk to then write and point out this is not permissible.</p>	<p>Clerk</p> <p>Cllr. Morgan / Clerk</p>

	b. <i>Millennium Oak Trust</i> – Minute 9c/2020 refers. It was <b>RESOLVED</b> to offer to repay the grant as it had not been possible to carry out the work due to the Covid pandemic.	
10/2021	<p><b>Financial Matters</b> – including items received after the agenda is published.</p> <p>a. <i>2021/22 Budget</i> – costings for the Polzeath Beach Ranger Service had not been received from CC and Members were, therefore, unable to consider their budgetary requirements and to set the precept for the next financial year. Deferred to the February meeting.</p> <p>b. <i>Accounts for Payment</i> – Schedule 2020/21-10 to a value of £2,370.11 was <b>APPROVED</b> for payment. A list of payments is available on the PC's website. The Clerk had added the bus shelter to the Asset Register and Insurance Policy.</p> <p>c. <i>Internet Banking</i> – Minute 107c/2020 refers. Bank signatures to cheques and online banking to give some thought to their willingness to stand for re-election.</p>	<p>Clerk</p> <p>Clerk Clerk</p> <p>Bank signatories</p>
11/2021	<p><b>Administration Matters</b> – not covered elsewhere on the agenda.</p> <p>a. <i>Risk Assessment</i> – it was <b>RESOLVED</b> to accept and adopt the following revised risk assessments. A copy to be placed on the website.</p> <ul style="list-style-type: none"> <li>• <i>Council Chamber</i> –</li> <li>• <i>Financial Risks</i> –</li> <li>• <i>Trewint Playing Field</i> –</li> </ul> <p>b. <i>PAT Testing</i> – annually in January. Deferred until it is possible to use the Council Chamber again.</p> <p>c. <i>Police Newsletters</i> – Bodmin and Wadebridge, December 2020.</p> <p>d. <i>Local Election, May 2021</i> – Members <b>RESOLVED</b> to grant permission for the use of the WiFi connection during the Election.</p>	<p>Clerk</p> <p>Clerk</p>
12/2021	<p><b>Documentation / Correspondence</b> – not covered elsewhere on the agenda, including any items received after the agenda had been published.</p> <p>a. <i>Citizens Advice Cornwall</i> – winter newsletter. Circulated via email.</p> <p>b. <i>Climate Emergency Development Plan Document</i> – consultation runs from Monday 14<sup>th</sup> December and runs until Friday 5<sup>th</sup> February 2021.</p> <p>c. <i>The Watchtower</i> – copy of a Jehovah's Witnesses newsletter.</p> <p>d. <i>2021 Census</i> - the Census will be held 21<sup>st</sup> March 2021. Posters to promote the event are available and Ms Heidi Clemo extends an invitation to speak to Councillors on request. Details previously emailed</p> <p>e. <i>Neighbourhood Planning E Bulletin</i> – December 2020. Circulated via email</p>	
13/2021	<p><b>Diary Dates</b> – including items received after the agenda had been published.</p> <p>a. <i>Full Council Meetings</i> – 1<sup>st</sup> February 2021. The Clerk gave her apologies.</p> <p>b. <i>Planning Meeting</i> – TBC. 20<sup>th</sup> January 2021.</p>	
14/2021	<p><b>Information Only/Future Agenda Items</b> – none.</p> <p>a. None.</p>	
15/2021	<b>Meeting Closed</b> – 20.20pm.	

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

Date: 1<sup>st</sup> February 2021