



St MINVER LOWLANDS PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING

HELD VIRTUALLY ON TUESDAY, 4th May 2021 @ 7pm

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

Minute	AGENDA ITEMS	Action
	Present – Cllrs. Gisbourne (Chair), Ms Boswell-Munday, Gilbert (Vice Chair), Medland, Richards, Williams and Mrs Thompson (Clerk).	
	<p>Chairman’s Welcome and Public Forum – the Chair opened the Meeting and welcomed those present.</p> <p>Ms Celia Bishop spoke regarding 84b/2021 (PA21/02128). Her property neighbours Heol-Y-Mor. She said she was a long-term resident and she objected to the application because of the adverse impact it would have on her property. The proposal increases the mass of the building disproportionately and effectively overshadow not only 25% of her home but will cast her garden into shade. She has three windows facing the property and the new dwelling would take light from rooms as they are proposing to build 3 feet from the boundary effectively blocking her windows. She felt the ridge height had been misrepresented on both East and West neighbouring homes. They are shown on the application as being the same height as Hoel-y-Mor but both existing properties are bungalows and are much lower.</p> <p>Two other local parishioners were present.</p>	
80/2021	Apologies for Absence – Cllrs. Crowdy, Davis, Mould and Webb.	
81/2021	<p>Members’ Declarations –</p> <p>a. <i>Registerable Declarations of Interests</i> – Cllr. Williams in Minute number 82a/2021.</p> <p>b. <i>Non-registerable interest</i> – Cllr. Boswell-Munday in 86b/2021. Cllr. Medland in 84b/2021.</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>	
82/2021	<p>Minutes of Meetings –</p> <p>a. <i>Full Council Meeting</i> – 6th April 2021. Members RESOLVED to accept the Minutes as they stand.</p> <p>A request to amend the response to PA21/02066, Land off Trewiston Lane St Minver - Self Build Moderately Priced Local Residence. (Minute 64j/2021 refers) was deferred to the June meeting.</p>	Clerk

83/2021	<p>Outside Bodies / Reports –</p> <p>a. <i>St Minver Community Hub (CIO)</i> – Cllr. Boswell-Munday reported an online fundraising website had been launched and widely circulated. The Lottery application is well in hand. There was some discussion about the toilets.</p> <p>b. <i>Network Panel Meeting</i> – next Meeting to be held on 10th June 2021.</p> <p>c. <i>Padstow Harbour Commission</i> – Minutes of the meeting held on 18th March 2021 previously emailed.</p> <p>d. <i>Police</i> – details previously emailed.</p> <ul style="list-style-type: none"> • Devon and Cornwall Police Cyber Protect Team are offering free cyber security briefings tailored to the PC. • Bodmin and Wadebridge Neighbourhood Police Team Newsletters, March and April 2021. 	
84/2021	<p>Planning Applications – Members considered the following:</p> <p>a. PA21/02079, Whitehaven Rock – Macracarpa has severe storm damage, branches which are splitting and hanging downwards need removing and other branches need reducing. The Clerk had submitted the following response: “NO OBJECTION, provided the Tree Officer has no objection.”</p> <p>b. PA21/02128, Heol-Y-Mor Rock Road St Minver – demolition of existing rear garage, remodelling of house and car port incorporating rear extension. Concern was expressed that with a proposed eight bedrooms, this could be used for Air B&B or similar. OBJECT on the grounds of over development of the site; its sheer size and mass; the increased ridge height; poor access and no additional parking. All of these concerns would greatly impact on the neighbouring properties, which are much lower bungalows and radically change the street scene.</p> <p>c. PA21/02538, Trebant Rock – replacement enlarged balcony. NO OBJECTION.</p> <p>d. PA21/02943, Mallow Rock Road Rock – proposed two storey outbuilding, containing a car port/ store on the ground floor and an office above. It was pointed out that the proposed building has its own facilities and may become a separate dwelling; for this reason Members OBJECT, however, if this was annexed to the existing property Members would have no objection.</p> <p>e. PA21/03039, Rosemain Rock Road St Minver – Provision of Parking and Turning Area. NO OBJECTION.</p> <p>f. PA21/03045, Plot 5 Land to the North of Broad Park Close St Minver – proposed 6no self-contained industrial and storage units for use Classes E and B8. Members sought clarification. Cllrs. Medland and Boswell-Munday to discuss with Cllr. Mould.</p> <p>g. PA21/03134, Azime Court Rock Road Rock – alterations to existing garage building to provide first floor residential accommodation and associated rationalisation of rear parking area. OBJECT on the grounds it would be over development of the site and the access could impact on the work of the Coastguards.</p> <p>h. PA21/02710, Roskarnon House Golf Course Hill Rock – Certificate of Lawful Development for an Existing Use for continued use of Roskarnon House as an independent residential property. NO OBJECTION.</p> <p>i. PA21/04310, 1 Slipway Cottages Slipway Rock – Non-Material Amendment (1) to Application No. PA19/09106 dated 19th December 2019 for 2nd floor balconies to west and south elevations, alterations, namely, balustrade to western elevation balcony and egress landing to become glass and wall to be rendered not hung slate. NO OBJECTION.</p>	<p>Information</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr. Medland / Boswell-Munday / Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>j. PA21/04491, 1 Slipway Cottages Slipway Rock – Non-Material Amendment (1) to Application No. PA20/04844 dated 17th August 2020 for Fire egress door, platform and spiral stair connecting to recently permitted side balcony, namely, to change balustrade to glass. NO OBJECTION.</p> <p>k. PA21/03801, Mezzaluna Porthilly Lane Rock – raise crown by six metres to reduce excessive shading. NO OBJECTION provided the Tree Officer has no objection.</p> <p>l. PA21/03565, Land S of Highclere House Broad Park Close St Minver – Reserved Matters application following Outline approval PA18/00995 dated 5th April 2018 for access, appearance, landscaping, layout (including drainage scheme) and scale for a proposed detached dwelling. The outline planning application was not an environmental impact assessment application. NO OBJECTION, but the property should have a permanent residency clause in accordance with Policy 3.2 of the St Minver NDP.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
85/2021	<p>Planning Applications Approved by CC – including any decisions received after the agenda had been published. Information only.</p> <p>a. PA20/10178, Brynia Road from St Moritz Hotel to Daymer Lane Trebetherick – demolition and replacement of existing single storey detached dwelling and garage with a two-storey dwelling and integrated garage with variation of condition 1 of decision PA19/09802 dated 07.02.20.</p> <p>b. PA20/10930, 15 Higher Tristram, Polzeath – proposed extensions and improvements to existing dwelling.</p> <p>c. PA21/01047, Radoon Rock Road Rock – works to trees covered by a Tree Preservation Order namely Trees 1, 2, 3, 4,5, 6, 7, 9, 10 and group 1 including Tree 8 which is not covered by a TPO – see Appendix 1 for details.</p> <p>d. PA21/01076, 11 St Moritz Villas Trebetherick – loft conversion with construction of associated fire escape and extension to front shower area.</p> <p>e. PA21/02027, 1 The Terrace Rock Road Rock – works to trees covered by a Tree Preservation Order namely removal of leaning stem on Holm Oak due to conflict with overhead utilities and a 1m crown reduction on remaining tree to compensate for reduced mass dampening from stem removal.</p>	
86/2021	<p>Trewint Playing Fields – including any items received after the agenda had been published.</p> <p>a. <i>Children’s Play Area</i> – Members considered:</p> <ol style="list-style-type: none"> i. <u>Fortnightly H&S Inspection Reports</u> – no issues. ii. <u>CCTV</u> – in the absence of Cllr. Davis no update was available. <p>b. <i>Lease</i> – consideration of the advice from Ms Jessica Bishop was deferred to the June meeting when more Members are present.</p>	Clerk
87/2021	<p>Highway Matters – including any items received after the agenda is published.</p> <p>a. <i>Rock Road</i> – Members considered the measures requested by a resident to improve pedestrian safety but felt they were impractical. NFA.</p> <p>b. <i>Road Closure</i> – details previously circulated.</p> <ul style="list-style-type: none"> • Porthilly Spirit Festival – notice of intention to close Cant Lane, Shores Lane and Keiro Lane, St Minver, from 27th May 2021 to 31st May (24 hours). NOTE – Members indicated, via email, they had no objection to the proposal. No further action. <p>NOTE – it was thought the Festival may be cancelled.</p>	

88/2021	<p>Amenity / Environmental Matters – including any items received after the agenda is published.</p> <p>a. <i>Polzeath Notice Boards</i> – Members received an update regarding the provision of two new notice boards. Cllr. Medland had obtained quotes for a notice board similar to Highlands’, the cost is £500 per notice boards from Rock Joinery. Cllr. Boswell-Munday will obtain further quotes for comparison. Deferred to the June meeting.</p> <p>b. <i>Polzeath WCs</i> – the Clerk reported that following approval by Members, she had informed Mr Iain Thomson, CC that the Heads of Terms agreement was accepted. Noted that cash collections are not needed.</p> <p>c. <i>Tristram Cliff Footpath</i> – Cormac had fixed the handrails and footway on the bridge. Cllr. Medland reported there is a substantial subsidence, which had been reported. The Clerk and Mr Stewart to chase.</p>	<p>Cllr. Boswell-Munday</p> <p>Clerk / Andy Stewart</p>
89/2021	<p>Beach Ranger (BR) – the BR’s report had been circulated via email.</p>	
90/2021	<p>Administrative Matters – including items received after the agenda had been published.</p> <p>a. <i>Future Meetings</i> – Members RESOLVED to:</p> <ol style="list-style-type: none"> 1. Hold the Annual PC Meeting on Monday 17th May 2021 @ 6pm. The only items on the agenda to be election of the Chair and Vice Chair, etc. Given that the agenda will be very short it was further AGREED to hold the meeting outdoors. 2. Members RESOLVED to adopt a recommendation from CALC: That the Council delegates authority to the Clerk in consultation with the Chairman and Vice Chairman to take any actions necessary with associated expenditure to protect the interests of the community and ensure council business continuity during the period of the pandemic Coronavirus, informed by consultation with the members of the PC. It was explained that Advisory Council Meeting would be held to enable Members to make their views known. <p>b. <i>Code of Conduct</i> – Ms Sarah Mason, CALC, had raised some queries i.r.o. the new Code that do not work for PCs. Decision deferred to a future meeting.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
91/2021	<p>Documentation / Correspondence – not covered elsewhere on the agenda, including any items received after the agenda had been published.</p> <p>a. <i>HRH Prince Philip</i> – Messages of condolence can be emailed to lieutenancy@cornwall.gov.uk; donation, to a charity instead of leaving floral tributes see https://www.royal.uk/donations.</p> <p>b. <i>Citizens Advice Cornwall Newsletter</i> – Spring 2021. Details emailed.</p> <p>c. <i>CPRE Magazines</i> – Spring 2021.</p>	
92/2021	<p>Diary Dates – including items received after the agenda had been published.</p> <p>a. <i>Annual Council Meetings</i> – 17th May 2021. NOTE – Annual PC Meeting must be held between 10th and 24th May.</p> <p>b. <i>Planning Meeting</i> – TBC.</p> <p>c. <i>Clerk’s Leave</i> – 29th May to 6th June 2021 (inclusive).</p>	
93/2021	<p>Information Only/Future Agenda Items –</p> <p>a. <i>Election Expenses</i> – Members were reminded they must submit their expenses return, even if it is a nil return. Cllr. Gilbert offered to collate them.</p>	<p>Members / Cllr. Gilbert</p>

	<p>b. <i>Register of Interests Form</i> – to be returned to the Clerk deadline 7th June.</p> <p>c. <i>Acceptance of Office Form</i> – the Clerk to bring to the Annual PC Meeting.</p>	<p>Members</p> <p>Clerk</p>
94/2021	<p>Financial Matters – including any items received after the agenda was issued:</p> <p>a. <i>Accounts for Payment</i> – Schedule 2021/22-02 to a value of £6,931.61 was APPROVED for payment. A schedule of payments is available on the PC's website. It was AGREED to pay the Clerk's salary at the end of the month to coincide with that of the Beach Ranger.</p> <p>NOTE – the Beach Rangers' hut had been added to the insurance policy.</p> <p>NOTE – additional bank signatures are needed, including the ability to pay by BACS. The Clerk to resend the forms from Barclays Bank to the existing bank signatures.</p> <p>b. <i>Income and Expenditure 2020/21</i> – copy circulated via email.</p> <p>c. <i>Polzeath Bank Account</i> – it was RESOLVED to move the money in the Playground Account to the PC's current account. The Playground Account to then be used for any donations made to the Beach Ranger.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
95/2021	Meeting Closed – 20:36pm.	

Signature: (Cllr. xxxx)
Parish Council Chair

Date: 7th June 2021