



St MINVER LOWLANDS PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD IN THE METHODIST CHURCH, ROCK ON MONDAY, 6th SEPTEMBER 2021

Minute	AGENDA ITEMS	Action
	Present – Cllrs. Gisbourne (Chair), Cllr. Boswell-Munday, Crowdy, Davis, Leitch, Medland, Mould (CC/PC), Richards, Williams (Vice Chair). Mrs Thompson (Clerk) attended remotely.	
165/2021	Minute 165/2021 was taken at this point. Casual Vacancy – it was RESOLVED to appoint Cllr. Williams as Vice-Chair.	
	Chairman’s Welcome and Public Forum – Cllr. Mould took the Chair for the meeting and welcomed those present. Mr Nick Ely read a statement in support of PA21/02066 (Minute 167a/2021). Copy on file. Others spoke in support of Mr Ely and the application.	
162/2021	Apologies for Absence – all present.	
163/2021	Members’ Declarations – a. <i>Registerable Declarations of Interests</i> – Cllr. Williams in 167a/2021. Cllr. Mould reminded Cllrs. Davis and Leitch of the need to provide the Clerk with a copy of their Financial Interests form. 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.	Cllrs. Davis / Leitch
164/2021	Minutes of Meetings – a. <i>Full Council Meeting</i> – 16 th August 2021, AGREED as a true record.	
165/2021	Casual Vacancy – see above. The Clerk advised the vacancy had been advertised and the deadline for an election to be called was 13 th September 2021; after which Members would be free to consider any applications for co-option.	
166/2021	Outside Bodies / Reports – a. <i>St Minver Community Hub (CIO)</i> – Cllr. Boswell-Munday said fundraising is continuing. A grant application had been submitted to the Lottery Fund and the Bernard Sunley Foundation. To date approximately £150K had been raised. b. <i>Cornwall Council</i> – County Cllr. Mould reported work continues but the challenges are huge.	

	<p>c. <i>Network Panel Meeting</i> – next meeting to be held on 16th September 2021. Members were asked to attend.</p> <p>d. <i>Padstow Harbour Commission</i> – copy of the May and June Minutes were previously emailed.</p> <p>e. <i>Police</i> – details previously emailed:</p> <ul style="list-style-type: none"> • <u>Police and Crime Plan</u> – survey can be found on: <u>Safe, resilient and connected communities – Alison Hernandez launches survey into Police and Crime Plan - Devon & Cornwall Police & Crime Commissioner (devonandcornwall-pcc.gov.uk)</u> • <u>Bodmin/Wadebridge Neighbourhood Police Team Newsletter</u> – August 2021. 	
167/2021	<p>Planning Applications – Members considered the following, including any applications received after the agenda had been published:</p> <p>a. PA21/02066, Land off Trewiston Lane St Minver – deferred from the June meeting. The affordable housing team do not support the application (report previously circulated). Cllr. Mould explained that she cannot support this application as it does not meet the criteria for an “Exception Site”. She understood that it was the cost involved in submitting a full application for the whole site that was the stumbling block for the applicants. Members OBJECT as they believe that a full application for the whole site is needed.</p> <p>b. PA21/04959, St Moritz Hotel – the replacement of 8 permitted 'super suites' with two luxury self-contained holiday villas, one of which includes annexed accommodation. NO OBJECTION.</p> <p>c. PA21/07418, St Enodoc Golf Club – proposed refurbishment of roof terrace. NO OBJECTION.</p> <p>d. PA21/07457, Sanderlings Road from St Moritz Hotel to Daymer Lane Trebetherick – first floor extension to create an additional bedroom and new chimney. NO OBJECTION.</p> <p>e. PA21/07613, Guinea Liggan Rock – reduce crown of Austrian Pine. NO OBJECTION providing the Tree Officer has no objection, but Members would like to receive a copy of the report, giving reasons for the decision.</p> <p>f. PA21/07764, Brynia Trebetherick – Certificate of Lawfulness for a proposed use for the siting of two shepherd huts within residential curtilage. Decision deferred to allow Cllr. Mould time to seek clarity from Mr Samuel Fuller, case officer.</p> <p>g. PA21/08299, Worthy House Daymer Lane Trebetherick – proposed extension to existing dwelling and creation of parking area to rear. NO OBJECTION.</p> <p>h. PA21/08041, Sandy Corner Porthilly Lane Rock – new residential dwelling and associated site works. OBJECT on the grounds of over development and being too close to the boundary; if granted a Permanent Residency clause would be needed, in accordance with Policy 3.2 of the St Minver NDP.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Cllr. Mould</p> <p>Clerk</p> <p>Clerk</p>
168/2021	<p>Planning Applications Approved by CC – information only.</p> <p>a. PA21/01714/PREAPP, Gybe-O Sycamore Close St Minver – pre-application advice for demolition of existing timber frame dwelling and replacement dwelling. CC had given advice and closed this case.</p> <p>b. PA21/01797/PREAPP, Rosemain Rock Road St Minver – pre-application advice for the construction of 2 detached dwellings. CC had given advice and closed this case.</p> <p>c. PA21/02128, Heol-Y-Mor Rock Road St Minver – demolition of existing rear garage, remodelling of house and car port incorporating rear extension.</p>	

	<p>d. PA21/04642, Kendall Rock Road St Minver – proposed new open porch and new extension to comprise bedrooms 4 and 5 with ensembles and a rear extension under permitted developments.</p> <p>e. PA21/05463, Green Court Golf Course Hill Rock – to cut back and remove branches from two Sycamore trees subject to a TPO.</p> <p>f. PA21/05564, Choughs Trebetherick – ground mounted domestic photovoltaic array.</p> <p>g. PA21/05653, 12 Dingles Way Penmayne Rock – raise the ridge height to provide space for additional bedroom and study area.</p> <p>h. PA21/06754, Upper Trehayl Rock Road Rock – works to trees namely:- (G1) Sycamore, reduce height - (G2) Sycamore, reduce height - (T1) and (T2) Macrocarpa, reduce height - (T3) Macrocarpa, remove - subject to a Tree Preservation Order (TPO).</p>	
169/2021	<p>Other Planning Matters – Members considered:</p> <p>a. <i>Bude and Stratton Town Council</i> – details previously emailed. Members considered the request from the Town Council but DECLINED to take any further action.</p> <p>b. <i>St Minver NDP</i> – Minute 133a/2021 refers. Cllr. Boswell-Munday said Terms of Reference for a “light review” of the NDP is needed. The Clerk to ask Ms Jacquie Rapier, CC for guidance. Cllr. Mould will report to Highlands at their next meeting. Consideration to then be given to setting up of a Working Group (WG) to review any issues that need addressing with the existing NDP.</p> <p>NOTE – the existing plan can be viewed on: https://www.cornwall.gov.uk/media/usdc03a2/st-minver-neighbourhood-development-plan.pdf. Further information can be found on https://www.cornwall.gov.uk/media/fnkctb00/do-we-need-to-review-our-neighbourhood-development-plan.pdf.</p> <p>c. <i>Planning Induction</i> – a series of three training sessions to be held by CC, details previously emailed. NOTE – the training will be available on YouTube for those unable to attend the “Teams” sessions. Cllr. Mould urged Members to attend as they are very useful.</p> <p>d. <i>Draft Cornwall AONB Management Plan 2022-2027</i> – circulated via email. See: https://letstalk.cornwall.gov.uk/aonb-management-plan-review. Deadline 8th October 2021.</p> <p>e. <i>St Minver CLT</i> – Members considered the letter, previously circulated. More detail had been requested.</p>	Clerk Cllr. Mould
170/2021	<p>Trewint Playing Fields – incl. items received after the agenda was published.</p> <p>a. <i>Children’s Play Area</i> – Members considered:</p> <p>i. <u>Fortnightly H&S Inspection Reports</u> – unavailable. The Clerk reported the hand sanitiser had been broken. If it cannot be repaired, she will order a replacement.</p> <p>ii. <u>Picnic Table</u> – Members had selected the rounded picnic table at a cost of £400+VAT. This was now on site.</p> <p>b. <i>Local Business Waste Collection</i> – the company using the Trewint Playing Field to decant the wire cage lorries into bigger lorries had been asked to cease the activity with immediate effect.</p> <p><i>Overnight Parking</i> – a large grey van is regularly parked on the site and is allegedly being slept in. Cllr. Richards will speak to the owner and explain that overnight camping is not permitted.</p>	Clerk

173/2021	<p>Beach Ranger – Members considered the BR’s report.</p> <p>Noted the seasonal BR were initially contracted to finish on the 12th September. It is now planned to keep them until the 30th September. It was RESOLVED to have seasonal cover for the October half term.</p> <p>October Half-Term – BR coverage (see note above).</p>	Clerk
174/2021	<p>Administrative Matters – including items received after the agenda had been published.</p> <p>a. <i>Code of Conduct Training</i> – Members were reminded they must watch the YouTube training session and advise the Clerk accordingly.</p> <p>NOTE – Cllrs. Boswell-Munday, Mould, Richards, Williams and the Clerk had undertaken the training.</p> <p>b. <i>Risk Assessment (RA)</i> – Members to considered and AGREED the draft RA (copy previously emailed) for use of the Rock Methodist Church as a venue for PC meetings during the pandemic.</p> <p>c. <i>Cornwall Association of Local Councils</i> – applications are invited to fill two vacancies on the CALC Executive Board. Details previously emailed.</p> <p>d. <i>Governance Review</i> – the Constitution and Governance Committee of the Council will be considering the deferred proposals so that final recommendations and decisions can be made by Cornwall Council in respect of the same. Details previously emailed.</p> <p>Cllr. Mould will seek the views of Highlands and report to the October meeting as to whether or not to pursue the proposal to merge Lowlands and Highlands Parish Councils.</p>	Cllr. Mould / Clerk
175/2021	<p>Documentation / Correspondence – not covered elsewhere on the agenda.</p> <p>a. <i>Wellbeing and Public Health at Cornwall Council</i> – details of availability of mental health and suicide prevention training previously circulated, see: https://www.healthycornwall.org.uk/training/.</p> <p>b. <i>Kernow Connect</i> – leaflet previously circulated outlining support services for young people</p>	
176/2021	<p>Diary Dates – including items received after the agenda had been published.</p> <p>a. <i>Full Council Meeting</i> – 4th October 2021, 7pm in the Rock Methodist Church.</p> <p>b. <i>Planning Meeting</i> – TBC.</p> <p>c. <i>Royal Cornwall Hospitals</i> – Annual Public Meeting had now been published on their website, ahead of the meeting on Thursday, 2nd September at 4.30pm. You can find the papers, including our annual report and accounts, on: https://doclibrary-rcht.cornwall.nhs.uk/</p>	
177/2021	<p>Information Only/Future Agenda Items –</p> <p>a. <i>Trenint Hill Verge</i> – the Clerk to contact Mr Oliver Jones, Highways and request that responsibility for the verge is passed to the PC to facilitate the work of a local volunteer in maintaining the grass verge.</p>	Clerk
178/2021	<p>Financial Matters – including any items received after the agenda is published</p> <p>a. <i>Accounts for Payment</i> – Schedule 2021/22-05 to a value of £11,904.22 was APPROVED for payment. A list of payments is available on the PC’s website.</p> <p>b. <i>Budget Monitor</i> – copy had been circulated prior to the meeting.</p>	Clerk

	c. <i>Cyber Risk Insurance Cover</i> – the Clerk advised she backs-up to the Cloud and to a box on her desk but added she would feel happier if someone checked to make sure that it had been done correctly. Members considered taking out this addition to their insurance policy and AGREED to revisit in six months or when online banking is started.	Clerk
179/2021	Meeting Closed – 20.44pm.	

Signature: (Cllr. Brian Gisbourne)
Parish Council Chair

Date: 4th October 2021