

# St MINVER LOWLANDS PARISH COUNCIL

## AGENDA OF THE FULL COUNCIL MEETING TO BE HELD IN THE METHODIST CHURCH ROCK ON MONDAY, 1<sup>st</sup> NOVEMBER 2021 @ 7pm

Attendee numbers are limited due to Covid Restrictions. Members of the public who wish to attend and make representations on any of the items listed below are asked to contact the Clerk by noon on 1<sup>st</sup> November 2021.

**NOTE – face coverings should be worn**

Minute	AGENDA ITEMS	Action
	<b>Present –</b>	
	<b>Chairman’s Welcome and Public Forum</b> – members of the public may address the Parish Council, prior to the commencement of the meeting, but should advise the Clerk as numbers are limited due to Covid restrictions.	
198/2021	<b>Casual Vacancies</b> – deadline for an Election to be called regarding the resignations listed below is 4 <sup>th</sup> November 2021. a. Resignation of Cllr. Mould from the PC. b. Resignation of Cllr. Crowdy from the PC.	
199/2021	<b>Apologies for Absence –</b>	
200/2021	<b>Members’ Declarations –</b> a. <i>Registerable Declarations of Interests</i> – Members must declare an interest, which has been declared on their Register of Financial Interests form, relevant to the agenda. NOTE – new Members to provide the Clerk with a copy of their Financial Interests form. b. <i>Non-registerable interest</i> – Members must declare non-registerable interests at the start of the meeting or when the interest becomes apparent. c. <i>Declaration of Gifts</i> – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds. d. <i>Dispensations</i> – Members to consider any requests for dispensations.	
201/2021	<b>Minutes of Meetings</b> – Members to approve the following Minutes: a. <i>Full Council Meeting</i> – 4 <sup>th</sup> October 2021.	
202/2021	<b>Outside Bodies / Reports –</b> a. <i>St Minver Community Hub (CIO)</i> – Members to receive an update. b. <i>Cornwall Council</i> – Members to receive a verbal report. c. <i>Network Panel Meeting</i> – next meeting to be held on 11 <sup>th</sup> November 2021, 6.30pm via Microsoft Teams. d. <i>Padstow Harbour Commission</i> – Minutes of the meeting held on 16 <sup>th</sup> September 2021 had been circulated via email. e. <i>Police</i> – details previously emailed:	Cllr. Mould

	<ul style="list-style-type: none"> <li>• Vision Zero SW Road Safety Partnership – small fund open for applications. See: <a href="https://visionzerosouthwest.co.uk/call-for-ideas/">https://visionzerosouthwest.co.uk/call-for-ideas/</a>. Further information will be at the seminar taking place at St Mellion 10.30am and 2.30pm on Monday, 8<sup>th</sup> November 2021.</li> <li>• Bodmin/Wadebridge Neighbourhood Police Team Newsletter – October 2021.</li> <li>• Police Youth Advisory Group – online survey (Closes 1/11/21): <a href="https://services.devon-cornwall.police.uk/surveys/youth-advisory/">https://services.devon-cornwall.police.uk/surveys/youth-advisory/</a>.</li> </ul>	
203/2021	<p><b>Planning Applications</b> – Members to consider the following, including any applications received after the agenda had been published:</p> <ol style="list-style-type: none"> <li>PA21/09077, Porthilly Crafts Porthilly Lane Rock – proposed change of use of former art gallery/studio to unit of holiday accommodation. <a href="https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QZ44PQFG1FD00">https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QZ44PQFG1FD00</a></li> <li>PA21/09655, Curlew Highcliff Polzeath – replacement roof with rooms in the roof. <a href="https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QZXS19FGMVO00">https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QZXS19FGMVO00</a></li> <li>PA21/09165, Porthilly Caravan Site 15A Porthilly Lane Rock – lifting of condition 6 on decision notice E1/C/61/14919/SA3 to allow for all pitches to be used for static caravans (45 instead of 30) previously undertaken without consent for removal of condition 1 of decision E1/95/2413 dated 29/04/1996. <a href="https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QZ80C6FGG0J00">https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QZ80C6FGG0J00</a></li> <li>PA21/09253, 5 Gul Rock Rock Road Rock – works to a Poplar and a Sycamore. <a href="https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QZEYFCFG0JQ00">https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QZEYFCFG0JQ00</a></li> <li>PA21/09635, 35 Higher Tristram Polzeath – extension and improvements to existing balcony. <a href="https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QZW5T7FGLSO00">https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QZW5T7FGLSO00</a></li> <li>PA21/09221, Roscarrock 58 Little Trelyn Rock – felling of an Ash subject to a TPO. <a href="https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QZDKG9FGH4100">https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QZDKG9FGH4100</a></li> <li>PA21/09569, 6 Lowenna Manor Rock Road Rock – single storey extension to form utility/WC. <a href="https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QZTZOJFG1YY00">https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QZTZOJFG1YY00</a></li> </ol>	
204/2021	<p><b>Planning Applications Approved by CC</b> – including any decisions received after the agenda had been published. Information only.</p> <ol style="list-style-type: none"> <li>PA21/06376, Croft Elms Trewint Hill Trebetherick – loft extension to existing bungalow and single storey side extension to form enlarged entrance.</li> <li>PA21/06697, St Enodoc View Daymer Lane Trebetherick – erection of cabin in rear garden, providing ancillary annexe accommodation to house.</li> <li>PA21/07872, Land S of Ferryside Rock Road Rock – Non Material Amendment (1) to Application No. PA19/10724 dated 2<sup>nd</sup> April 2020.....</li> <li>PA21/08299, Worthy House Daymer Lane Trebetherick – proposed extension to existing dwelling and creation of parking area to rear</li> </ol>	

	e. PA21/08346, Flintstones Golf Club Hill Rock – revised design for proposed boathouse to that previously approved on 03.02.2021 under reference number PA20/09643.	
205/2021	<p><b>Other Planning Matters</b> – Members to consider:</p> <p>a. <i>St Minver NDP</i> – Members to receive an update.</p> <p>NOTE – Ms Jo Wilson, Highlands’ Clerk had kindly agreed to set up and run the NDP Working Group meetings.</p> <p>NOTE – County Cllr. Mould to provide a copy of a draft Terms of Reference (ToFR) to undertake a “light review” of the NDP.</p> <p>Lowlands representatives to the NDP WG – Cllrs. Ange Medland, Brian Gisbourne and Mark Richards.</p> <p>Highlands representatives are – Cllrs. Mike Parnell, Henry Mably and Natalie Mably.</p> <p>b. <i>Cornwall Planning Partnership</i> - Minutes of meeting on 23<sup>rd</sup> September 2021 previously emailed.</p> <p>c. <i>Planning Update</i> – October 2021, previously emailed.</p>	<p>Cllr. Mould</p> <p>Information</p>
206/2021	<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> –</p>	
207/2021	<p><b>Highway Matters</b> – including any items received after the agenda is published.</p> <p>a. <i>Trenint Hill</i> – the volunteer had agreed to abide by the conditions and the Clerk had submitted the “Planting Licence” application to Highways.</p> <p>b. <i>Free Parking</i> – notification there will be free parking in Cornwall Council car parks on Saturday 4<sup>th</sup> December 2021.</p>	<p>Information</p> <p>Information</p>
208/2021	<p><b>Amenity / Environmental Matters</b> – including any items received after the agenda is published.</p> <p>a. <i>Polzeath WCs</i> – Members to receive an update regarding:</p> <p>i. Heads of Terms Lease – copy circulated. NOTE – there is no plan attached as it would be the same that is used in the tenancy at will.</p> <p>NOTE: Refurbishment Grant from CC. We have now been told that the grant will not be made until the lease (not the Tenancy at Will) is signed.</p> <p>NOTE – Mr Rob Andrews, CC had agreed to authorise Cormac to carry out repairs to the hand dryer in the gents’ toilet and the pipework from the urinals that is blocked.</p> <p>ii. Service Level Agreement (SLA) and invoices from Cormac.</p> <p>b. <i>Duchy Defibrillators</i> – Members to appoint responsible officer to monitor the portal access.</p> <p>c. <i>Rural Community Energy Fund programme</i> – further details: <a href="https://www.swenergyhub.org.uk/energy-fund/">https://www.swenergyhub.org.uk/energy-fund/</a>.</p> <p>d. <i>Sandyhills Litter Bin</i> – the bin had been installed and Ms Donna Latham asked to add it to the waste collection rota. Members to consider a request received from the Sandyhills Residents Association requesting its removal.</p>	
209/2021	<b>Beach Ranger</b> – Members to consider the BR’s report.	

210/2021	<p><b>Administrative Matters</b> – 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>CALC AGM</i> – details previously emailed. Members to consider:</p> <ol style="list-style-type: none"> <li>i. Calling for an AGM. Deadline 3<sup>rd</sup> November 2021.</li> <li>ii. Co-option to fill two seats on the Board of Directors.</li> </ol>	
211/2021	<p><b>Documentation / Correspondence</b> – not covered elsewhere on the agenda, including any items received after the agenda had been published.</p> <p>a. Citizens Advice – Autumn Newsletter. Details previously emailed.</p> <p>b. <i>Cornwall Transport Plan</i> – consultation deadline 24<sup>th</sup> December 2021. Details previously emailed</p> <p>c. DWP Household Support Fund – more information on:  <a href="https://www.gov.uk/government/news/government-launches-500m-support-for-vulnerable-households-over-winter">https://www.gov.uk/government/news/government-launches-500m-support-for-vulnerable-households-over-winter</a></p>	
212/2021	<p><b>Diary Dates</b> – including items received after the agenda had been published.</p> <p>a. <i>Full Council Meeting</i> – 6<sup>th</sup> December 2021, 7pm in the Rock Methodist Church Meeting Room.</p> <p>b. <i>Planning Meeting</i> – TBC.</p>	
213/2021	<p><b>Information Only/Future Agenda Items</b> –</p> <p>a.</p>	
214/2021	<p><b>Financial Matters</b> – including any items received after the agenda is published.</p> <p>a. <i>Accounts for Payment</i> – Schedule 2021/22-08.</p> <p>b. <i>Budget Monitor</i> – copy to be circulated prior to Meeting. Members to review the following items, included on this year's budget but not yet spent, and consider how/if to proceed:</p> <p>c. <i>CIL Payment</i> – CC advise a total of £25,900.94 will be received shortly. Members to consider a proposal to allocate £10K to The Hub project and perhaps the rest can be used for other projects such as Polzeath Beach Management or any other items that will enhance the community that the councillors feel appropriate.</p> <p>d. <i>New Laptop</i> – Members to consider the purchase of a new laptop + Microsoft Suite.</p>	Cllr. Boswell-Munday
215/2021	<p><b>Meeting Closed</b> –</p>	

Signature: ..... (Mrs Gillian Thompson)  
Parish Clerk

Date: 26<sup>th</sup> October 2021

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