



St MINVER LOWLANDS PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD IN THE

METHODIST CHURCH ROCK ON MONDAY, 1st NOVEMBER 2021 @ 7pm

Minute	AGENDA ITEMS	Action
	Present – Cllrs. Gisbourne (Chair), Boswell-Munday, Davis, Leitch, Medland, Meneer, Williams (Vice Chair); County Cllr. Mould and Mrs Thompson (Clerk).	
	<p>Chairman’s Welcome and Public Forum – Cllr. Gisbourne opened the meeting and welcomed those presents. Members held a minutes’ silence in memory of Mr Rob Harris, late Chair of St Minver Highlands PC.</p> <p>Messrs. Hugo Roads and George Collins spoke regarding their business, Bluntrock Brewery (formerly Lowlands Brewing). A copy of their letter to Members had been circulated via email. Mr Collins said they had addressed the complaints that had been brought to their attention. Cllr. Morgan said she had received complaints about noise levels from outside events. Mr Collins said they are seeking ways to improve / enlarge parking. They have six places at their own premises. At present they are not yet able to brew on the premises and their only income is from the live events. During the discussion it was established that at a recent event 80 advance tickets had been sold but Members felt that four toilets and six parking spaces were woefully inadequate. Cllr. Mould said that no-one had reported issues to the Police or CC Licensing. It is essential that when an issue arises those affected must report it. The Brewery owners confirmed that they will review their policy on larger events.</p> <p>Luke & Carol Anne Marshall, Porthilly Caravans spoke regarding Minute 203c/2021. They are seeking to allow all pitches to be used for static caravans 12 months p.a. as holiday use, not permanent residency.</p> <p>Other members of the public were also present to watch proceedings: Jack Biggs Fish & Chip Shop, Paul Varcoe, neighbour of Bluntrock Brewery and Steve Hutchinson.</p> <p>Cllr. Williams then took the Chair and welcomed newly co-opted Member, Cllr. Karen Meneer.</p>	
198/2021	<p>Casual Vacancies – deadline for an Election to be called regarding the resignations listed below is 4th November 2021. The Clerk to update the candidates who had previously shown an interest in being co-opted.</p> <p>a. Resignation of Cllr. Mould from the PC.</p> <p>b. Resignation of Cllr. Crowdy from the PC.</p>	Clerk
199/2021	Apologies for Absence – Cllr. Richards.	
200/2021	<p>Members’ Declarations –</p> <p>a. <i>Registerable Declarations of Interests</i> – none.</p> <p>NOTE – Cllr. Meneer had provided the Clerk with a copy of her Financial Interests form, which had subsequently been forwarded to CC.</p>	

	<p>b. <i>Non-registerable interest</i> – none.</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>	
201/2021	<p>Minutes of Meetings –</p> <p>a. <i>Full Council Meeting</i> – 4th October 2021, AGREED as a true record.</p>	
202/2021	<p>Outside Bodies / Reports –</p> <p>a. <i>St Minver Community Hub (CIO)</i> – Cllr. Boswell-Munday reported active fundraising is underway. Applications had been submitted to various fund providers including The Bernard Sunley Trust, who will be making a recommendation to their Board to pledge some funding. Fundraising events are planned for next year. More help with this is urgently needed.</p> <p>b. <i>Cornwall Council</i> – Cllr. Mould reported the Chair of CC wants each Parish to sow a small area of land with red, blue and white seeds to commemorate the Queen’s Jubilee in 2022. It was RESOLVED to ask Mr Pentland if he would be willing to do this at Trenint Hill. CC would like local residents to plant something in these colours in their own gardens.</p> <p>c. <i>Network Panel Meeting</i> – next meeting to be held on 11th November 2021, 6.30pm via Microsoft Teams.</p> <p>d. <i>Padstow Harbour Commission</i> – Minutes of the meeting held on 16th September 2021 had been circulated via email.</p> <p>e. <i>Police</i> – details previously emailed:</p> <ul style="list-style-type: none"> • Vision Zero SW Road Safety Partnership – small fund open for applications. See: https://visionzerosouthwest.co.uk/call-for-ideas/. Further information will be at the seminar taking place at St Mellion 10.30am and 2.30pm on Monday, 8th November 2021. • Bodmin/Wadebridge Neighbourhood Police Team Newsletter – October 2021. • Police Youth Advisory Group – online survey (Closes 1/11/21): https://services.devon-cornwall.police.uk/surveys/youth-advisory/. 	Clerk
203/2021	<p>Planning Applications – Members considered the following, including any applications received after the agenda had been published:</p> <p>a. PA21/09077, Porthilly Crafts Porthilly Lane Rock – proposed change of use of former art gallery/studio to unit of holiday accommodation. NO OBJECTION provided the new unit is associated with the existing business and not to become a separate permanent residence.</p> <p>b. PA21/09655, Curlew Highcliff Polzeath – replacement roof with rooms in the roof. NO OBJECTION.</p> <p>c. 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. NO OBJECTION providing the caravans are for holiday use only.</p> <p>d. PA21/09253, 5 Gul Rock Rock Road Rock – works to a Poplar and a Sycamore. NO OBJECTION provided the Tree Officer has no objection.</p> <p>e. PA21/09635, 35 Higher Tristram Polzeath – extension and improvements to existing balcony. OBJECT on the grounds of overlooking and loss of privacy to the neighbours.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>f. PA21/09221, Roscarrock 58 Little Trelyn Rock – felling of an Ash subject to a TPO. OBJECT because Members do not like to lose their TPO trees.</p> <p>g. PA21/09569, 6 Lowenna Manor Rock Road Rock – single storey extension to form utility/WC. NO OBJECTION.</p> <p>h. PA21/10174, Kendall Rock Road St Minver – new shed/outbuilding and oil tank. NO OBJECTION.</p> <p>i. PA21/09910, Longacre, Trearden Rock Road Rock – construction of replacement 4-bedroom dwelling house. OBJECT on the grounds of layout, density and sited too close to the boundary.</p> <p>j. PA21/10011, 31 St Moritz Villas Trebetherick – loft off Conversion and Refurbishment - demolish and re-build (Revised resubmission of Application No. PA19/01788) with variation of condition 2 of decision PA19/10808 dated 25.02.2020. NO OBJECTION.</p> <p>k. PA21/10407, Truscotts Lane From Trewint Lane To Brea Road Rock – garage extension with bedroom extension over. New Dormer window. Internal alterations and living room extension. NO OBJECTION.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
204/2021	<p>Planning Applications Approved by CC – including any decisions received after the agenda had been published. Information only.</p> <p>a. PA21/06376, Croft Elms Trewint Hill Trebetherick – loft extension to existing bungalow and single storey side extension to form enlarged entrance.</p> <p>b. PA21/06697, St Enodoc View Daymer Lane Trebetherick – erection of cabin in rear garden, providing ancillary annexe accommodation to house.</p> <p>c. PA21/07872, Land S of Ferryside Rock Road Rock – Non Material Amendment (1) to Application No. PA19/10724 dated 2nd April 2020.</p> <p>d. PA21/08299, Worthy House Daymer Lane Trebetherick – proposed extension to existing dwelling and creation of parking area to rear</p> <p>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.</p>	
205/2021	<p>Other Planning Matters –</p> <p>a. <i>St Minver NDP</i> – Cllr. Mould explained the Neighbourhood Plan is up for a 5 year review, it should be an overview to see how the plan is performing, noting any issues that have arisen and deciding how to include those issues in the full review and consultation when the plan is due for formal review and consultation in 2030. She said it should be made clear that this review was intended to be a “health check” to highlight any issues and note any actions that need to be taken forward. The whole process of changing the plan is lengthy and will require going back to regulation 14 with full consultation. For any revision of the plan to be made and for a seamless transition post 2030 work to any proposed changes will have to begin in the next 2 to 3 years so a review now, will be the beginning of that process.</p> <p>Noted Ms Jo Wilson, Highlands’ Clerk had kindly agreed to set up and run the NDP Working Group meetings.</p> <p>County Cllr. Mould was unable to provide a copy of a draft Terms of Reference (TofR) to undertake a “light review” of the NDP. The Clerk to draft a TofR to be circulated to Members and Highlands.</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>Clerk</p>

	<p><i>NDP Research</i> – it was RESOLVED Cllr. Mould would participate in Mr Chris Cooper-Young's research project. The Clerk to send her details.</p> <p>b. <i>Cornwall Planning Partnership</i> - Minutes of meeting on 23rd September 2021 previously emailed.</p> <p>c. <i>Planning Update</i> – October 2021, previously emailed.</p> <p>d. <i>Planning Newsletter</i> – available to view on: Planning News for Local Councils and Agents - October 2021 (cornwall.gov.uk).</p>	Clerk
206/2021	<p>Trewint Playing Fields – including items received after the agenda was sent:</p> <p>a. <i>Children's Play Area</i> – Members considered:</p> <p>i. <u>Fortnightly H&S Inspection Reports</u> – Mr Meneer reported he had refixed rubber to slide but now all the rubber from rest of slide had been removed. There may be a problem with replacement parts.</p> <p>ii. <u>New Piece of Equipment</u> – it was AGREED to appoint Cllrs. Leitch, Meneer to join Cllr. Medland on the Playing Field Committee. The Committee to review equipment and make recommendations to the Full Council meeting.</p>	Playing Field Committee
207/2021	<p>Highway Matters – 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 4th December 2021.</p>	
208/2021	<p>Amenity / Environmental Matters – including any items received after the agenda is published.</p> <p>a. <i>Polzeath WCs</i> – Members received updates 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. Members RESOLVED to accept the Lease. The Clerk to advise CC.</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. The Clerk to request an advance of £10K to carry out urgent repairs.</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. Another month had passed but there is still no sign of the SLA or invoices. The Clerk to send a further reminder.</p> <p>b. <i>Pityme Inn Defibrillators</i> – it was reported that Mr Mike Morgan is already carrying out weekly checks on the portal access.</p> <p>c. <i>Rural Community Energy Fund programme</i> – further details: https://www.swenergyhub.org.uk/energy-fund/.</p> <p>d. <i>Sandyhills Litter Bin</i> – the bin had been installed. Mr Tony Milton, Biffa advised the annual charge for emptying this bin once a week will be £432.12p (£8.31 per collection). The Clerk to confirm acceptance.</p> <p>Members considered a request received from the Sandyhills Residents Association for the immediate removal of the bin. The Clerk to advise the Association's Chair, Mr David Elliott, that the bin has been sited on a main arterial footpath used regularly by residents and visitors alike and that numerous requests for a bin had been received. The fact that the bin quickly becomes full confirms it is needed.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

	<p>The Clerk to contact the school to establish if there is anything specific they need that Members could provide from the CIL grant.</p> <p>d. <i>New Laptop</i> – the Clerk to resend the quote from ICT Connect Ltd. to Cllrs. Williams and Leitch. It was RESOLVED to give authority to these Members to purchase of a new laptop + Microsoft Suite up to a limit of £1K.</p> <p>e. <i>Bank Signatures</i> – it was RESOLVED that Cllrs. Gisbourne, Medland and Boswell-Munday will be signatures to the bank accounts. Cllr. Gisbourne will contact Barclays to change the mandate.</p>	<p>Clerk</p> <p>Clerk / Cllrs. Leitch / Williams</p> <p>Cllr. Gisbourne</p>
215/2021	Meeting Closed – 20.49pm.	

Signature: (Cllr. Brian Gisbourne)
Parish Council Chair

Date: 6th December 2021