

ST MINVER LOWLANDS PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING TO BE HELD ON

MONDAY 4 DECEMBER 2023 19:00 IN THE HUB, TREWINT LANE, ROCK

All Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business about to be transacted at the meeting as set out hereunder. Press and Public are invited to attend. Meetings are held in public and could be filmed or recorded by broadcasters, the media, or members of the public.

Minute	AGENDA ITEMS	Action
	<p>Chairman's Welcome and Public Forum – Members of the Public may address the Council for a maximum of three minutes prior to the commencement of the meeting. All comments are to be directed to the Chair of the meeting.</p> <p>Matt Hawcroft Councillor on behalf of St Minver School, part of Aspire Academy Trust. School has a capacity of 210, but only 148 are enrolled. The school is currently making an effort to improve external areas and seeking additional sources of funding. Play equipment in key stage 1 in a state of disrepair. Years 3/4/5/6 do not have any play equipment. Mr Hawcroft is trying to determine if £15k is a realistic ask from both Highlands and Lowlands in order to request appropriate quotes. PC has previously granted £1,000 in Jan 2023, £10,900.95 in Dec2021, £2,000 in April 2019. The £10.9k was given to be used as an outdoor gym, this was later advised as being used for all weather surfacing. Councillors have requested Mr Hawcroft to come back at a later date after further research to make a specific request. Councillors would also like to see PTA trying new ways to raise funds such as sponsorship or crowdfunding. PC would like to help in principle.</p> <p>A Neighbour attending to support planning application PA23/09462 Shores Cottage as a next door neighbour. He is in favour of developing the site as it is currently uninhabitable and a health hazard. Proposed plans are in keeping with the area, and noted RSSC have a responsibility regarding the reverse of the new smoke hut, which has improved the area.</p> <p>Mathew Cock representative of RSSC speaking to oppose the plans PA23/09462 for several concerning reasons impacting the trade of the club. The footprint has moved close to boundary wall and the new suntrap patio area. The new area has proven to increase trade. The proposed roof is not in keeping with any other property in PL27 6LY area. The overbearing height and shape of the roof will put the new patio area in shade all afternoon and evening and have a detrimental effect on trade on club (est 1946). There is also concern that the Air Source heat pump will be noisy.</p> <p>In addition the RSSC is licenced from 8am to midnight, and so the residents of the new property must be aware of potential noise.</p> <p>A representative of the application PA23/08839 is available for questions, but has no comment.</p>	
200/2023	<p>Present: Cllr Brian Gisbourne (Chair), Cllr Neil Davis, Cllr Paul Hancock, Cllr Ben Leitch, Cllr Ange Medland, Cllr Karen Meneer, Cllr Mark Richards, Cllr Charlie Turner, Cllr Carol Mould, Clerk</p> <p>Apologies for Absence: Cllr Lauren Williams (Vice-Chair), Cllr Mark Lawrence</p> <p>Note if a Councillor misses more than 6 consecutive meetings they leave the Council.</p>	
201/2023	<p>Members' Declarations –</p> <ol style="list-style-type: none"> <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. <i>Non-registerable interest</i> – Members must declare non-registerable interests at the start of the meeting or when the interest becomes apparent. <i>Declaration of Gifts</i> – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds. <i>Dispensations</i> – Members to consider any requests for dispensations. 	

202/2023	Minutes of Meeting – Members to approve the following Minutes a. <i>Full Council Meeting</i> – 30 October 2023	agreed
203/2023	Outside Bodies /Reports – a. <i>St Minver Community Hub</i> report to be emailed. Cllr Turner request clarification on Documents to be shared with public which the hub will address in January. b. <i>Cornwall Council</i> – Check website is up to date with members. PZ CIC briefing note to manage Polzeath Beach 2025 onwards, sent by Sarah Sims, to be distributed to the council. After the meeting, by email, Cllrs confirmed they are in agreement of CIC and accept any grant moneys through the Polzeath Beach Bank account. c. <i>Community Area Networks</i> – Next meeting on 8 Jan 2024 d. <i>Police Report</i> – Members to received weekly updates, emailed	Clerk Cllr Mould Cllr Gisbourne Clerk
204/2023	Planning Applications – Members to consider the following, including any applications received after the agenda has been published: PA23/08816 Proposed rear balcony. Silver Minch Rock Road, Rock PL27 6JZ Proposed Cllr P Hancock Seconded Cllr C Turner PA23/07580 First Floor rear extension Highfield Penmayne, Rock PL27 6NQ Proposed Cllr P Hancock Seconded Cllr C Turner PA23/08492 Works to trees under a tree preservation order (TPO) namely: Austrian Pine (G37) Remove lowest branch Guinea Liggan Rock PL27 6LP Unanimous Support provided Tree Officer in agreement PA23/08839 Demolition of existing residential dwelling, garage and outbuilding and replacement with new residential dwelling plus additional dwelling, garage, access and associated site works. Westcroft Trewint Lane Rock PL27 6LU Proposed Cllr M. Richards Seconded Cllr P. Hancock IT HAS BEEN LATER DISCOVERED THAT THE PLANS EXTEND OVER THE NDP BOUNDARY, AND MUST BE SUBJECT TO A PLANNING INVESTIGATION PA23/09462 The applicant wishes to apply for permission for a replacement dwelling with a smaller footprint than the existing bungalow on site but benefit by creating additional first floor accommodation. Shores Cottage Shores Lane Rock Wadebridge Cornwall PL27 6LY Cllr K. Meneer declared interest as Rock Sports and Social Club (RSSC) Committee Member and stated concern that the location, shape and height of roof would be overbearing and cause shadow to the patio area. Application Rejected Proposed Cllr P. Hancock Seconded Cllr A Medland. Reasons for rejection included location of footprint adjacent to RSSC (to the financial detriment of the club), 1 st floor footprint considerably larger than original, 1 st floor shape is overbearing and doesn't fit with the streetscene and NDP and finally the Airsource Heat pump will be very noisy in the proposed confined space. The Council has no objection to the redevelopment and may consider an amended plan incorporating a dormer roof with the location of the building in its original location. PA23/09396 Reserved matters application for access, appearance, landscaping, layout and scale (details following outline consent PA22/04774 dated 31.08.2022 for construction of a new replacement dwelling in lieu of existing cottage at Roskarnon Cottage, Rock) Roskarnon Cottage Golf Course Hill Rock Wadebridge Cornwall PL27 6LD Proposed Cllr C. Turner Seconded Cllr M. Richards	

205/2023	Planning Applications Decision by Cornwall Council – including any decision received after the agenda has been published. Information only. As Agenda	
206/2023	Withdrawn Planning Applications None Noted	
207/2023	Other Planning Matters a. Shepherds hut original complaint has been rejected – Parties have submitted legal case to release planning process. Cllr Mould confirms this is now under enforcement and subject to investigation. Email contact Janette Dudy. b. <i>Affordable Housing</i> – Members to receive an update and survey results. Cllr Gisbourne asked for an apology for residents of Menefreda way, Cllr Richards refused. Survey to be discussed in Closed Session.	Clerk Cllr Richards
208/2023	Trewint Playing Fields – including any items received after the agenda had been published. <i>Childrens Play Area</i> – Members to consider i. Fortnightly H&S Inspection Reports – to be shared ii. Repair/Replacement Play Equipment – Rhinoplay quotation of £5,385 has been accepted. Work to commence on 19 December. Cllr Hancock will remove wood.	Clerk
209/2023	Highway Matters – including any items received after the agenda had been published. a. <i>Footpaths</i> – Footpath 9 remains Closed to 26 December. Cllr Hancock often walks the paths and will notify if there are any trees blocking paths. b. <i>Road Closures</i> Rock Road, Rock, 7th December 2023 to 8th December 2023 (20:00 to 05:00 hours) South West Water - Tel: 0344 3462020 https://one.network/?tm=135432014 <i>Intentions</i> Trewint Lane, Rock 22-26 Jan (09:30 to 15:30 hours daily) Sunbelt Rentals Ltd - Tel: 03700 500792 https://one.network/?tm=136119850 Rock Road, Rock 31 Jan - 2 Feb (22:00 to 05:00 hours daily) Kelly Communications - Tel: 02476 642814 https://one.network/?tm=136104482 Dunders Hill, Polzeath 15 Jan (09:30 to 15:30 hours) Sunbelt Rentals Ltd Tel: 03700 500792 https://one.network/?tm=136085423 Dunders Hill, Polzeath 20th February 2024 (08:00 to 18:00 hours) Kelly Communications - Tel: 02476 642814 https://one.network/?tm=136418687 c. <i>Clock Garage Bus Shelter</i> – Completed and Invoice to be paid d. <i>Speeding Rock Road</i> – Parishioners have been encouraged to join Community Speedwatch. Also Oliver Jones has been requested to move the roving vehicle activated sign between Pityme and Nursery Stores. e. <i>Potholes St Minver School</i> – Highways confirmed that this is the responsibility of the leaseholder f. <i>Double Yellow Lines</i> – Cllr Mould reconfirmed that there are several sites on one activity plan, which would commence when all parts had been signed off. This includes Pityme, Trenant Vale	Clerk Clerk Clerk Clerk
210/2023	Amenity / Environmental Matters Update from Cornwall Community Flood Forum Conference 3 Nov. Cllr Hancock spoke to Jolyon Sharpe Programme Manager CC with a tie-in to DEFRA. Programme allocated £5m. There are still ongoing discussions regarding loss of sand, losing Car Park and location of Beach Franchises. Cllr Mould left the meeting	Cllr Hancock
211/2023	Beach Ranger / Polzeath a. Beach Ranger – Members to receive the BR's report b. Coronation Garden WC Refurbishment and drains – Full Sanitaryware replacement deposit invoice submitted for approval c. <i>Community Enforcement Officer, Parking</i> – SLA for April 2024 is £12,508 with Highlands paying the same amount. Clerk to speak with Highlands, to challenge figure. Budget was £6k	Mr Stewart Cllr Medland Clerk

	d. <i>BR Costs</i> – Invoices Submitted	Clerk
212/2023	Staffing Committee Update Meeting to be arranged Wednesday 13 December 2023	
213/2023	Administrative Matters - including any items received after the agenda had been published. a. Councillor email addresses – Review any outstanding issues. Emails still not fixed especially outbound messaging. Ben Karen & Paul still having outbound issues. Requested 5 Feb 2024 b. Standing Orders – Review updated document. Main Changes are pronouns from him to his/her/they. Proposed Acceptance Cllr Richards Seconded Cllr Medland c. Code of conduct – Cllr Medland reiterated the importance of attending the zoom meeting training. All invited to next scheduled meeting via email Feb/March	Clerk Clerk Clerk
214/2023	Documentation / Correspondence – not covered elsewhere on the agenda, including any items received after the agenda had been published.	
215/2023	Diary Dates - including any items received after the agenda had been published. a. <i>Full Council Meeting</i> – Wednesday 3 January 2024 b. <i>Cemetery</i> – 29 November 2023 c. <i>Other diary Dates</i> - CAP Monday 8 January 2024 6:30pm-8:30pm, Wadebridge Town Hall	Cllr Gisbourne
216/2023	Information Only / Future Agenda Items – none noted	
217/2023	Financial Matters - - including any items received after the agenda had been published. a. <i>Accounts for Payment</i> – November Schedule to follow – Proposed accepted Cllr Medland Seconded Cllr Hancock. b. <i>Budget Monitor</i> – emailed 1 st draft of budget queries to be emailed in advance c. <i>Grants Outside Organisation</i> – St Minver School Play Equipment, FOWLS to be carried over d. <i>Savings Account</i> – NS&I Account pays 1% interest, Unity Trust Bank 2.75%. Clerk confirms to cap £85k limit to this account e. <i>Clerk to sign contract</i> . Councillors requested to approve permanent position Proposed Cllr Turner Seconded Cllr Richards.	Clerk Clerk Clerk Clerk
218/2023	Closed Session Affordable Housing from 21:00	
219/2023	Meeting Closed	

Signature

Date