

## SHEVIOCK PARISH COUNCIL

The minutes of the meeting held on Monday 10<sup>th</sup> January 2011 in the Methodist Church School Room, Crafhole at 7.00 PM.

**PRESENT:** Councillors C K Kennedy Chairman, J M Snowling Vice Chairman, Councillors, Mr P Nicholas, Mrs D. Mathias, Mr P Harrison, Mrs K Baker and Mr S. Medway There was one member of the public present and Simon Foster, the temporary Gateway Community Network Manager.

### **PUBLIC PARTICIPATION.**

Public Participation was included under Agenda Item 5.

#### **1. APOLOGIES.**

Cornwall Councillor G W Trubody and Police

#### **2. Investiture of two new councillors**

The Parish council welcomed the New Parish Councillors Mrs Karen Baker and Mr Stephen Medway. Who signed their declarations of acceptance and Registers of Interest.

#### **3. DECLARATIONS OF INTERESTS.**

There were no declarations of interest on agenda items or gifts over £25.00p.

#### **4. POLICE REPORT.**

There was one crimes reported in the Parish during the last month. The theft of tools from Dwelling at Kerslake House.

In 2010 Crime levels fell in comparison with year ending 2009, from 14 to 11 in the Parish and from 684 down to 580 in the Area.

#### **5. PUBLIC PARTICIPATION AND THE COUNCILS RESPONSE.**

It was proposed by Councillor Nicholas, seconded by Councillor Mathias and resolved unanimously that Standing Orders be suspended at 7.06 PM for Public Participation.

Councillor Peter Harrison reported on the surgery in Sheviock on the 8<sup>th</sup> of January in which one member of the public complained about the amount of mud on Sheviock lane. It was agreed that the Clerk write a letter to the Antony Estate asking them to clear it. **CLERK**

It was proposed by Councillor Snowling, seconded by Councillor Nicholas and resolved unanimously that Standing Orders be re-instated at 7.09 PM ending Public Participation.

#### **6. PLANNING.**

- Construction of 2 storey extension, Dawney terrace, Crafhole, PA10/07997. Nothing to report no further news received.
- Construction of conservatory to incorporate replacement roof to existing outbuilding - Mr Wilkinson - PA10/06645 Cruikies Corner Sheviock Torpoint Cornwall PL11 3EN. Nothing to report no further news received.
- East Car Park Finnygook Lane Portwrinkle Torpoint Cornwall PL11 3BT Replacement and repositioning of cafe/kiosk (amendment to approved scheme E2/10/00754/FUL) - Mr A Collins - PA10/06505. Nothing to report no further news received. Although Councillor Mathias commented that she spoke to Ross Baker in Planning regarding her concerns over the promised Disabled access as the ground floor level currently seemed quite high.

#### **7. MINUTES OF THE MEETING HELD ON December the 13th 2010 to be approved and signed**

The minutes were proposed by Councillor Nicholas, seconded by Councillor Mathias and carried unanimously. The Chairman signed the minutes.

#### **8. MATTERS ARISING FROM THE MINUTES**

- **Torpoint Police Front Desk Closure.** Following the letter of enquiry sent by the clerk asking for clarification over the possible closure of the front Desk a response was received from PC Patrick Libby stating that "The Torpoint office is one that is shortlisted to close, the only enquiry office left open out of the existing 5 five for the old Caradon will be liskeard" Clarification regarding issues dealt with locally i.e. producing documents has not yet been made. The Police Community Network officer will keep us informed and notify us of any decisions. It was agreed that the clerk send an email to Mr John Riggles - the

contact for neighbourhood watch in Torpoint to enquire if and when the neighbourhood watch office is open in Torpoint. **CLERK**

- **Green Energy within the Parish** –ongoing. **Councillor M. Snowling**. To be an agenda item for February -**Clerk**
- A response was issued following the Parish Councils complaint made against the irregularities in procedure of the East Cornwall Planning committee. It was agreed that the Parish Council should review the procedure to attach minutes of special planning meetings when using electronic planning response forms as there is no allocated area to upload them at present. **Clerk**
- **Grit Bins** – Following last months vote it was agreed that the Clerk should purchase one grit bin to be placed under the Parish Council notice boards near the Community Shop. **Clerk**
- **Issue of ice /water hazard on road to Tredis near Homeligh and Polscoe above the woodlands**. Councillor Kennedy has arranged an onsite meeting with Rebecca Dixon the Highways Manager Thursday the 13<sup>th</sup> of Jan to which local residents have been invited.
- **Footpath Clearance**. Councillors C. Kennedy and P Nicholas reported on their meeting with Whitsand Bay Hotel who agreed that they would trim the hedges on Finnygook Lane from Portwrinkle up to Crafthole. It was noted that both the Hotel and Mr Kevin Andrews are doing a very good job on Sanders Lane footpath and that work is on-going.
- **Register of Interests**. It was discussed that the move to update the Councillors register of interests every 6 months instead of annually was inappropriate. The Councillors were in agreement that if there were any significant changes then the councillors would automatically let the Clerk and Council know. It was agreed that a letter should be sent to Sharon Holland, and Richard Williams –the Monitoring officer and Sarah Mason of CALC. Outlying these views. **Clerk**
- **Journal of local Planning**. It was agreed that the Parish Council would not subscribe to this magazine due to costs.

## **9. THE PARISH PLAN – ONGOING**

Concerns were raised by councillor Snowling that the Parish Plan may have no relevance as the Cornwall Planners are not bound to accept it as material consideration in planning applications and would be seen as a “wish list” only.

Councillor George Trubody was welcomed to the meeting. He confirmed that the Parish Plan would not hold weight as was not listed as a statutory policy. It was discussed that If the Parish council were to write a plan then the working group should look at the “Caradon 1<sup>st</sup> Alteration” and detail requests that fit in with their policies specific to Sheviock which when submitted would be difficult for them to turn down. It was mentioned that garden developments and 3 storey buildings would not be something that would be welcomed in Sheviock. It was agreed however that the plan would be drafted and submitted before Cornwall’s core strategy on local development framework is set – which Councillor G Trubody estimated would be is approx 12 months from now. –**working group Councillors Snowling, Medway and Nicholas**.

## **LOCAL POLICING PRIORITIES**

The Parish Council has received a request from the Neighbourhood Community Police Team to advise them of the three top priority issues for the year. It was proposed by Councillor Mathias, seconded by Councillor Snowling and carried unanimously that the three policing priorities for Sheviock Parish should be:

Visibility (police presence), Dog Fouling and Speeding.

It was considered that it would be helpful if the cluster achieved a consensus on this issue and the Parish council requested that this be an agenda item at the next Cluster meeting –**Simon Foster**

## **12 VILLAGE OPEN SPACE**

The Whitsand Bay Hotel has had to pull out of its offer to the Parish to use a section of the golf course as village open space.

Councillor Kennedy is to try and resurrect the 2<sup>nd</sup> location offer (Top of field, end of West lane beside middle Barn) with Antony Estate. To be an agenda item in February meeting - **CLERK**

## **13. RAME PENINSULA COMMUNITY EMERGENCY ACTION PLAN.**

### **Working group councillors Harrison, Kennedy and Baker – ongoing.**

Councillor Harris briefed the council on the first draft version of the plan. He explained that the plan details Parish points of contact/ resources/communication/facilities and outlines what to do in an emergency i.e. shipwreck on Portwrinkle beach, calor gas tanker explosion... but does not replace the role of the emergency services. It was agreed that the group work on version 2 to circulate to the other councillors before taking it to the Rame peninsular Parish Cluster meeting, with an aim to complete the document by Easter/May - **Emergency Action plan working group**

### **14 Updates from other groups – to be an agenda item in February -Clerk**

- I. **Gateway Community Network.** Simon Foster has taken over from Simon Swales. Councillor P Nicholas to attend network meeting on Jan the 19<sup>th</sup> and report back at February Parish Council meeting
- II. **Rame Peninsula Transport Users group.** Councillor Harrison reported that they last met in July. Posters detailing the services have been produced and put up around the Parish. The Bus services are subsidised and may be effected by the cuts, the providers have not decided what to do yet and therefore the Transport users group cannot react until decisions are made.  
It was noted that dated updates for services are available on the Parish website which also lists the National Coach Service from Tideford.

### **15 Clerk training update.**

The first module is to commence in April. Nancy Gray (Clerk) will provide a short presentation to the councillors following the completion of each module. Allocated Funding for the training is to be returned from CALC into Parish Bank account –**Clerk**

### **16. CORRESPONDANCE**

- I. **Gritting Finnygook to Portwrinkle.** Councillor Kennedy has requested from Highways that this be placed on the official pre-emptive gritting route. Rebecca Dixon from Highways has agreed to put it forward for evaluation. Councillor Trubody agreed to support this. In the meantime it has been agreed with the Whitsand Bay Hotel that if Cornwall Highways can provide the salt the hotel would spread it.
- II. **CALC AGM**(Cornwall association of Local Councils) . Councillor Chris Kennedy to attend the AGM at cost of £32 and provide a power point presentation to fellow councillors. **Clerk to send off booking form**
- III. **Dog control orders.** Cornwall Council will no longer be funding Dog control orders but have stated that Parish Councils can fund and arrange their own Dog control orders. Councillor Harrison proposed that the Clerk and Councillor Kennedy investigate costs and implications in applying for a Dog control order for the Harbour Beach at Portwrinkle as it was originally agreed upon following public consultation. Councillor K Baker seconded and the motion was carried unanimously. It is to be an agenda item for February where costings and implications could be further discussed **Clerk/Councillor Kennedy**
- IV. **Single Yellow Lines, Whitsand Bay View Portwrinkle.** An email enquiry was sent direct to Councillor Karen Baker prior to her investiture as a parish Councillor asking where the promised single yellow line was for Whitsand Bay view, Portwrinkle. Councillor Kennedy stated that he had recently spoken to Rebecca Dixon from Highways who had said that the money would be allocated for them this financial year. Councillor George Trubody said that placing the traffic order was waiting on final details for only one site and he believed that it would definitely be placed this Calendar year. It was noted that the line is needed as soon as possible prior to the busy season. **Councillor Trubody to Chase Cornwall Council.**  
An email response should be sent back to Mr J Harris detailing the action above –  
**Councillor Baker.**

**17. Finance.** The Following Cheques were proposed by Councillor Mathias and seconded by Councillor Nicholas and carried unanimously.

- K Johnson path clearance cheque 100914 £64
- Shevioc Memorial Hall, rent for clerk's office January, cheque 100915 £60
- Mrs Nancy Gray clerks wages December, cheque 100916 £387.81
- Mrs Nancy Gray December Clerk Expenses, cheque 100917 £27.92

- Sheviok Memorial Hall, rent of lounge for Clerk interviews November 2010 cheque 100918 £14

**Laptop.** The need to purchase of a Parish Council laptop was discussed for the following reasons:

- I. For the Parish Council to use as a security backup.
- II. Prevents the need to print hard copies of all incoming and outgoing correspondence which is very wasteful in paper and ink. It has been proved that it will save money in the long run as will reduce the cost of ink/stationary.
- III. It can be brought to the Parish Council meetings so that all correspondence can be looked at if necessary and presentations made.
- IV. It can enable the clerk to work remotely when required instead of using a personal computer.

It was proposed by Councillor Mathias and seconded by Councillor Harris that 3 quotes should be obtained for low specification cheap laptop with backup/technical support. Maximum limit £450 - **Clerk**

**Tender for Grass Cutting.**

It was discussed whether the three areas for grass cutting be kept separate or put together allowing contractors to quote on all three as a whole. It was proposed by Councillor Snowling seconded by Councillor Nicholas and carried unanimously that one tender be drawn up listing the 3 different areas but there would not be a need to quote for all three areas. The work would be given to those with the most competitive quote(s). It was agreed that the tender be set up ready for next month – **Councillor Kennedy/Clerk**

**18. ITEM OF CONFIDENTIALITY TO BE DISCUSSED WHEN MEMBERS OF THE PRESS AND PUBLIC ARE EXCLUDED.**

There was no discussion under this item.

**14. ITEMS FOR INCLUSION IN FUTURE MEETINGS.**

Three items were proposed for inclusion in the next meeting:

- Updates from other groups e.g. Rame Cluster Parish meetings, Rame Peninsula Trust meetings, Rame Peninsula Public Transport Users Group meetings.
- A374 speed limits to be an agenda item
- Dog control orders
- Village open space
- Green Energy within the parish –Councillor Snowling

**20. DATE OF NEXT MEETING.**

The date of the next meeting was fixed for Monday February the 14<sup>th</sup> 2011.

The Chairman closed the meeting at 9.10 PM.

**Nancy Gray, Clerk, Clerk's Office, Memorial Hall, Crafhole PL11 3DG 01503 232996**