

## SHEVIOCK PARISH COUNCIL

The minutes of the meeting held on Monday the 9<sup>th</sup> January 2012 in the Methodist Church School Room, Crafhole at 7.00pm

PRESENT: Chairman C K Kennedy, Vice Chairman M Snowling, Councillors: Mrs K Baker, Mr P Harrison, Mrs D Mathias, Mr S Medway and Mr P Nicholas. There were 8 members of the public present including 2 representatives for Mr R Martin's pre-application presentation. Plus Cornwall Councillor G Trubody and Mr Joylon Sharpe, Senior Beach Ranger Cornwall Council East.

### **MINUTES**

1. APOLOGIES: None
2. DECLARATIONS OF INTERESTS. 1 AGENDA ITEMS. 2 GIFTS OVER £25. None
3. POLICE REPORT. 1 crime has been reported since Nov the 14<sup>th</sup> 2011 that of abusive behaviour in a public place. Councillor Matthias reported that car tyres had been let down outside Lynher House and Hillside cottage. PC Libby advised that the victims had to make an official police report if they want the incidents to be investigated. It was noted that 4 volunteers were currently in the process of joining the parish speed watch campaign.
4. PUBLIC PARTICIPATION & RESPONSE TO PUBLIC PARTICIPATION. Councillor Mathias proposed and Councillor Nicholas seconded to rescind standing orders and standing orders were rescinded at 7:06pm
  - Mr D Dunn asked Cornwall Councillor G. Trubody when the virtual pavement in Crafhole would be implemented. Councillor Trubody advised that Cormac is due to take fiscal measurements for all Traffic Orders within all the Parishes from February the 17<sup>th</sup> 2012.
  - Mr M Hardy requested if the Parish Council could request a copy of the enforcement notice appeal questionnaire APP/D0840/C/11/2162296 carried out on the Gook café, Portwrinkle. It was agreed that the clerk should email Councillor Trubody to formally request a copy and to forward it to Mr Hardy once received. **Clerk/Councillor Trubody**
  - Councillor P Harrison reported that 1 parishioner had visited them during councillor's surgery in St Mary's Sheviock to report that rubbish in Church Row was being left out 2-3 days in advance of the collection. It was agreed unanimously to issue a letter to the 4 cottages in Church Row requesting that they put their rubbish out after 7:30 am on the day of collection. **Clerk**
  - Councillor Kennedy reported that Mr Campos has requested an update regarding the replacement of the damaged Post Box once sited in Cross Park. It was reported that the clerk has already requested that the post box be returned and re-sited to the new location of the Bus shelter opposite Sheviock lane following instructions from the Parish Council. Clerk to Chase Royal mail for update. **Clerk**

It was proposed by Councillor Harrison and seconded by Councillor Nicholas to reinstate standing Orders and standing orders were reinstated at 7:12.

### 5. PLANNING.

- i. To receive notices of new planning applications received after the agenda finalised: PA11/11011 – listed building consent and PA11/11012 Mr & Mrs Fisk, 2 storey Barn conversion higher trethill Barton. It was agreed that Councillor Mathias would circulate the plans after site visits on Thursday the 11<sup>th</sup>. Councillors could decide and agree via email unless the application proved contentious.
  - ii. To receive Cornwall Council's response to planning applications:
    - a. P8351 New café/Kiosk application, Mr J Earle: refused
    - b. PA11/08715, Mr & Mrs Entwistle, Construction of ground floor extension and alterations, the Old barn, Crafhole. Approved
  - iii. Pre-application presentation of sustainable dwelling, Finnygook lane, Mr Martin/Mr Ian Armstrong of Arco2. Portwrinkle to include
  - iv. Public participation concerning item 6.iii and
  - v. Response to public participation
- Councillor Kennedy noted that this is an exchange of views only and neither side is beholden to any decisions implied. No indication of support or objection can be implied at this stage. Councillor Snowling Proposed, Councillor Nicholas seconded and the motion carried to rescind standing Orders and standing orders were rescinded at 7.17 pm. Mr Peter Whitehead, planning consultant and Mr Ian Armstrong of Architects Arco 2 gave a presentation on behalf of future applicant Mr R Martin regarding the possible erection of a single dwelling located between Sea view and the Gook café, Portwrinkle. Mr Whitehead quoted policy H06 which allows in principle infield development and EV6 as the proposed build lies within an area of local significance. He stated that the design of the build is

discreet and tucked into the valley so as to preserve the openness and not seriously impact upon the significance of the view. Mr Armstrong stated that the build is designed to be low impact, sustainable and of modern contemporary design. The plan is to enhance the site by removing the fence and replacing it with a Cornish hedge and footpath to link the bottom of Sea view to the footpath before the Gook café. The only visible part of house from the road would be the green, living, pitched roof; the house would not be viewed from the beach. The front would be clad with a dark timber. The property would be 4 bedroom open plan with the bedroom and services located at the back and the living space at the front with 206.5 square meters of living space. It was confirmed to Councillor Mathias that it is intended to be used as a private dwelling only. Following questions it was confirmed that sewage would be pumped to the mains. Councillor Mathias inquired if there would be an impact to the view of the property Sea view and it was confirmed that the new build would not impact on their view as the building is sited lower than the natural line of vision to the sea. The flow of water drainage ditch would have to be diverted. Mr Phillips questioned if the footpath could be widened, the applicant stated that they would need to remove the large Cedar and Lebanon trees, which he and other members of the public and council were not keen on doing, however, a survey would be needed to ascertain their safety and remedial work /screening would be placed along the footpath to the beach. Councillor Kennedy cited that if increased, peak flows could cause overflow and damage the footpath to the beach, larger pipe work would be needed. Mr Armstrong confirmed that a ground stability report and phase 1 ecological survey would be completed. Councillor Kennedy summarised that the council had been suitably impressed with the presentation. Councillor Harrison, Councillor Nicholas seconded to reinstate Standing Orders and standing Orders were reinstated at 8.35 pm.

**Item 18ii a)** Mr Taylor, email received regarding suggestions relating to planning applications 9th Dec 2011. It was agreed to move this item forward to allow the planning officer Councillor Mathias to be involved in the response prior to leaving. It was proposed by Councillor Snowling, seconded by Councillor Harrison to respond to Mr Taylor stating that Shevioc Parish Council carried out the review of the application in accordance to planning procedures regarding points 1-3 raised however the parish council would write to Cornwall Council regarding point 4, stating that from an organisational point of view 28 days would prove more effective for the Parish Council to review an application and would refer to them to this email/application as a case for extending the consultation period.

**Item 10** moved forward FEASIBILITY OF BLUE BUCKET BEACH LITTER PICKING SCHEME. The parish council welcomed guest speaker Joylon Sharpe, Senior Beach Ranger Cornwall Council East. Who gave a presentation and statistics regarding beach litter and schemes to manage beach litter. He stated that Cornwall Council would be supportive of the scheme and where it can assist, it will assist and may be able to help source outside "lag" funding. He advised of the following steps required to move the blue bucket scheme forward: Obtain permission from landowners; look into legal implications i.e. duty of care for people handling waste; Risk assessment and health and safety – Cornwall Council could provide risk assessments for litter picking; look into local sponsorship; brand buckets required to deter people from taking them by making them easily recognisable; to ensure that the scheme would be supported by Cory environmental services. He advised that Cory Environmental Services had won the waste contract to take over from Cornwall Council as from April the 1<sup>st</sup>. After discussion it was agreed that Mr Sharpe would look into the legal side of the scheme and forward his contact for Cory. **Clerk to email Mr J Sharpe.** It was also agreed to verify if there would be any implications for Shevioc Parish area bins and the bins on top of the Finnygook and harbour beaches. **Councillor G Trubody.**

6. MINUTES FROM THE FOLLOWING MEETINGS TO BE APPROVED AND SIGNED.

Councillor Harrison proposed, Councillor Snowling seconded and the minutes from Special Planning meeting re: PA11/08715 the Old Barn, 9<sup>th</sup> November and Special Planning meeting PA11/08204 10 Whitsand bay View, 27<sup>th</sup> October 2011 were signed as a true record by the chairman

Councillor Nicholas proposed, Councillor Medway seconded, and the minutes from Parish Council meeting November 14th 2011 were signed as a true record by the chairman

7. TO REPORT MATTERS ARISING FROM THE ABOVE PARISH COUNCIL MEETING MINUTES, which are not covered by agenda items.

- **Dog Biting incident, Portwrinkle:** No further action to be taken as neither the dogs nor owner involved could be identified.
- **Virtual pavement and parish TROs** –covered in response to public participation and TROs. Crafhole 1 consultation response to proposed TRO build out at Memorial hall. It was agreed to oppose build out as would increase risk to road users and people using the memorial hall. This scheme was not one requested by the Parish

Council. It was agreed to approve proposed plans for other TROs in the Parish but request that the Tredis build out be withdrawn unless an alternative option can be offered. This decision was taken reluctantly so as not to delay the peninsular TRO.

**Clerk. Councillor Trubody to look into options.**

- **Calor Gas Tanks risks frontage/ parking, Portwrinkle.** Calor gas is looking into a no parking sign. **Clerk** to chase response. **Councillor Trubody** to chase Rebecca Dixon from highways regarding 'keep clear' road markings.
  - **Emergency Action plan.** It was agreed to look into of basic ring binders to house plans prior to issuing copies to street coordinators so that future updates could be added easily rather than reprinting 33 copies of the entire plan. **Clerk**
8. SWW RESPONSE TO CRAFTHOLE SEWAGE ISSUES RAISED AT PUBLIC MEETING ON DECEMBER 16<sup>th</sup>. It was noted that a team from South West water had commenced investigative work on the 9<sup>th</sup> of Jan. It was agreed to wait until work undertaken and act on update report to be issued by the 6<sup>th</sup> of February. It was agreed to, a) place SWW response on the notice boards b) email a copy to all who originally emailed through their concerns c) make and agenda item for February parish council meeting **CLERK**
9. Item brought forward before item 7.
10. NEW FOOTPATH FOR PARISH VIA THE COMMUNITY ACCESS FORUM, Councillor Kennedy reported that a new circular walk had been discussed with the vice chairman of the community access forum.
11. DEVOLUTION PROPOSALS:  
It was agreed to a) further research options for traffic orders and their enforcement **Councillor Kennedy**. Hold a public meeting on Thursday 2<sup>nd</sup> of February to discuss the proposals with residents. **Clerk** to check availability of Memorial hall. Notification drop to be sent to Portwrinkle residents and Councillor Trubody. **Clerk/Councillors**
12. VILLAGE OPEN SPACE –Paul Cressy to respond following a meeting with the trustees on Jan 23<sup>rd</sup>. On-going
13. NEIGHBOURHOOD DEVELOPMENT PLAN: After discussion it was agreed to write to Councillor Trubody to formally acknowledge the Neighbourhood development plan cluster group. **Clerk**. To add as an agenda item to resolve vision for the peninsula, principles and themes looking to the next 20 year to take to the next NDP cluster meeting. To add as an appendix to minutes/notice boards a definitive definition of Development Orders and Neighbourhood Development Plans. **Clerk**. *For further details regarding Neighbourhood planning please refer to the following web link: <http://www.pas.gov.uk/pas/aio/1256514> also the printout accompanying these minutes on the notice board/ parish website: [sheviocckparish.org.uk](http://sheviocckparish.org.uk).*
14. FOOTPATH NUMBER 5: It was agreed to provide Jeremy Oatey Managing Director - Agricola Growers Ltd time to perform the actions as listed in his email on Jan 8<sup>th</sup> in order to rectify the current problems.
15. ORDNANCE SURVEY OPEN SOURCE MAPPING AGREEMENT: It was agreed unanimously to sign up for the free software. **Clerk/Councillor Nicholas** to complete online form
16. LONE WORKER PROCEDURES:  
i. Thanks were given to the effort made by Councillor Snowling to draw up policy and procedures. It was mentioned that a few additional points submitted by the clerk would be considered prior to finalisation. **Councillor Snowling**  
ii. To add to the February agenda to resolve whether to adopt procedures. **Clerk**.
17. CORRESPONDENCE.  
i. It was reported that an Email had been received from Mr J Earle, clarifying discussion at Parish Council meetings in June. B) A complaint was noted that the dog Bin at the Cross in Crafhole was surrounded by mud making access difficult. C) Cornwall's Core Strategy and consultation details/exhibition received on 8<sup>th</sup> Jan. It was agreed to make an agenda item for February. d) Invite from REG wind power to attend open day of Roskrow Barton Wind Farm on 20 and 21 January 2012. Councillors to check diaries and book via clerk by the 16<sup>th</sup> of Jan. **Clerk/All Councillors**.  
ii. To resolve what action should be taken on the following items: item a) brought forward after item 6. b) The Affordable housing Questionnaire was resolved to submit to Cornwall Council. **Clerk**. c) Email, 27th December Mr M Harris it was agreed to respond to Mr Harris stating that the Emergency Action Plans would be updated to include location of fire hydrants and to ask him if he would consider being one of the parish Dog wardens. **Clerk**. It was noted that Mr N Bridgeman had applied for the position – clerk to issue response acknowledging his application and offering him an interview. **Clerk**

18. UPDATES FROM OTHER GROUPS – **Rame Parish Cluster meetings**- it was reported that two cluster meetings had taken place, one to discuss the Neighbourhood Development Plan and the other to discuss the Mendennick wind farm proposal, notes from both cluster meetings have been circulated to all councillors within the cluster. **The Rame Peninsula Trust:** no meeting had occurred. **Wacker Quay:** Councillor Nicholas reported that a team of 30-40 strong had cleared the footpath almost up to Antony village. **Rame Peninsula Public Transport Users group:** awaiting the results out on the 7<sup>th</sup> of February regarding the tender put out by Cornwall Council to see if there is a) any enhancement to commercial routes, b) subsidised services, c) to verify the concession rate . **Renewable Rame:** Clerk to respond to Mr Kevin Mattholie thanking him for offer to speak to the parish Council, however declining at this moment in time as Councillor Snowling is a member of Renewable Rame so will feed back any information. **Clerk.** It is hoped that renewable Rame could eventually help inform the cluster regarding renewable energy. **CALC Executive,** nothing to report, no meeting.

#### 19. FINANCE

- Councillor Snowling proposed, Councillor Medway seconded and the motion was carried unanimously to approve payment to cover the 14.25 overtime accrued by the clerk during November 2010- to December 2011.chq:101008 Mrs N Gray £118.84.
- The following cheques were reported as signed for in December as no Parish Council meeting was held in December:

100999, Mrs N Gray Clerks wage November £387.81.

101000. Mrs N Gray clerks expenses £96.71

- Councillor Snowling proposed the following cheques to be raised, Councillor Nicholas seconded, all agreed and the following cheques were signed by Snowling and Kennedy bar Councillor Kennedy's expenses signed for by Councillor Snowling and Nicholas:

101006 Clerks wages, Mrs N Gray Dec work hours £396.18

101007 Mrs N Gray Clerks expenses, £5.2

101008 Mrs N Gray Clerk's overtime of 14.25 hours £118.84

101001 Councillor Medway, Car Travel expenses to councillor Training event October 3<sup>rd</sup> £25.20

101002 Sheviok memorial Hall Rent for December, clerk's office £60

101009 Sheviok memorial hall rent for January Rent For January 2012 £60

101005 Mr K Johnson, Roadside verges/amenity cut 3 hours £50

101004 Mr K Johnson, Path clearance £130

101003 ASG Security Installation of alarm, clerk's office £360

101010 BT Clerk's office phone/line & broadband £183.30 note- reduced package will be reflected on next bill

101011 Mr Morby, £399.96 parish amenity grass cutting

101013 Uniglass £383.80 Replacement glass for bus shelter. £383.80 Note this can be reclaimed bar £100

101015 Deltor printing £87 Emergency action plan previous cheque chq number 100998 for £104 is now void

101016 Mr C Kennedy £24.80 Councillor Training – Planning st Austell 29<sup>th</sup>

- It was agreed to report the list of cheques to be raised prior to each Parish Council meeting via email to all councillors rather than reading each one out individually.
- Incoming receipts total of £85. From sale of Royal wedding mugs. £41 following Christmas fair and £44 from shop to be finalised.
- Following a report by the clerk, Councillors Snowling proposed, Councillor Nicholas seconded and carried unanimously that the parish bank accounts be transferred from Barclays to Unity Trust – affiliated with The Post Office. **Clerk**
- Internet email access for the Clerk. For time being it was agreed that clerk keep to the current system but only file emails on the outlook email service at the office rather than the laptop via thunderbird as synchronisation not possible at present. Emails to be downloaded prior to meetings. **Clerk**
- Royal wedding mugs – Councillor Mathias had left earlier so could not report.
- It was agreed to issue the updated version of tender for the 2012 grass, amenity and footpath grass cutting contractors to bid. **Clerk**

20. ITEM OF CONFIDENTIALITY TO BE DISCUSSED WHEN MEMBERS OF THE PRESS AND PUBLIC ARE EXCLUDED. None

21. ITEMS FOR INCLUSION IN FUTURE MEETINGS. Core strategy, need to elect memorial hall committee representative from parish council.

22. DATE OF NEXT MEETING. 13th of February 2012. The Chairman closed the meeting at 10:25pm

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