

SHEVIOCK PARISH COUNCIL

The Minutes of the Parish Council Meeting held on Monday 14th January 2013 in the Chapel Schoolroom, Craffhole at 7.00pm.

Present: Councillors C Kennedy, Chairman, M Snowling, Vice Chairman, Councillors P Harrison, D Mathias, S Medway, P Nicholas and K Baker.

In Attendance: L Coles, Parish Clerk.

There were 5 members of the public present.

Item 1. APOLOGIES: No apologies were received.

Item 2. DECLARATIONS of INTEREST.

- a) **AGENDA ITEMS** – There were no declarations
- b) **GIFTS** (All gifts and hospitality offered or received that could be seen by the public as likely to influence a Councillor's judgement) – There were no declarations.

Item 3. POLICE REPORT. The Clerk reported that no report had been received and the police were not in attendance. The Clerk will contact the police to request up to date reports for the Parish Council meetings if they are not going to attend. **Clerk.**

Item 4. PUBLIC PARTICIPATION. Councillor Harrison proposed and Councillor Nicholas seconded that Standing Orders were rescinded to receive items from members of the public. 7.05pm.

- A member of the public thanked the Council for its support of his planning applications but reported that he has had to withdraw one because of a problem with bats.
- M Hardy thanked the Parish Council for its support at the Cornwall Council Planning Meeting held at Camelford. Mr Hardy said that Councillor Trubody had mentioned a report on coast erosion and he would like to request a copy of this if it is more up to date than the report of February 2011. Councillor Kennedy will contact Councillor Trubody to ask.
Cllr Kennedy.
- D Dunn reported that the two signs that he had put up regarding fly-tipping have disappeared and he is not going to put up new ones.
- D Dunn said that the dead dolphin on Harbour Beach has not been removed. The Clerk will report this to Environmental Services, Cornwall Council. **Clerk**

It was proposed by Councillor Harrison and seconded by Councillor Baker to reinstate Standing Orders at 7.15pm

Item 5 RESPONSE TO PUBLIC PARTICIPATION AND THE PARISH SURGERY ON 19/01/13

- Councillor Harrison reported that, with regard to the 30mph speed limit through Sheviock, two repeater signs have still to be put up and the road markings have to be completed. This will be done by the end of March 2013. He also reported that the Speed Watch Team have received approval to operate in Sheviock.
- Councillor Harrison reported that there have been complaints regarding a dog continuously barking in Sheviock. Councillor Mathias said that she thought this should be reported to the RSPCA but it was agreed that Neil Bridgman, Dog Warden for the Parish, will be asked to have a friendly word with the owner in the first instance. **Cllr Kennedy**
- It was reported that there are dead rats on the footpath at the top of Sheviock Lane. Councillor Baker reported a dead rat on some rocks at the beach as well. It was agreed that this was not a matter for the Parish Council and that people should contact the Dead Animal Removal Unit on telephone number: 0300 1234 141 if they have a problem.
- Councillor Snowling reported that, outside the village towards Tregantle, a field entrance that is used as a turning point has two very large holes. He has been asked by a member of the public if the Parish Council can prevail upon the landowner to fill them in to make it easier for vehicles to turn. Councillor Kennedy said that the answer to this is no.
- Donkey Lane – Councillor Snowling reported part of the bank has collapsed and there are large stones in the road. It was reported that SAT NAVS are directing lorries and large vans down Donkey lane and when this is the case there is nowhere for pedestrians to go. Councillor Medway said that there is a sign facing the hill going down stating that the road is unsuitable for vehicles but there is no sign coming the other way. Councillor Kennedy

said that he had discussed this with Rebecca Dixon. Councillor Baker said the Royal Mail van regularly uses this lane. It was agreed that the Clerk will write to Rebecca Dixon stressing the importance of the road being cleared where the bank has collapsed. **Clerk**

- Councillor Mathias reported that the cones and fencing that Cornwall council had put around the hole east of Crafhole on the B347 have disappeared into the hole. The hedge and the road are also subsiding. This needs to be made safe particularly because it cannot be seen in the dark. The Clerk will report this to Rebecca Dixon. **Clerk**
- Councillor Mathias reported that Mr Earnshaw feels that the Parish Council does not understand the problems concerning his driveway. Vehicles are using the end of the driveway as a passing place and he feels that he shouldn't have to chain it off to prevent this but he has a problem with drivers using his private property. Councillor Kennedy said that he had taken Rebecca Dixon to look at Mr Earnshaw's drainage issues but the Parish Council cannot take this driveway issue up on his behalf.
- Councillor Medway reported that along the B374 towards Torpoint, at the Memorial junction, Trevol Road, the 'No Entry' sign has been knocked over. The Clerk will report this to the Parish Clerk of Anthony and to Rebecca Dixon. **Clerk**

Item 6. PLANNING

I. Planning applications received before the Agenda was finalised:

PA12/11798 Mr P Dawley, Serena, West Lane, Crafhole – Construction of Conservatory. Councillor Medway proposed, Councillor Nicholas seconded with all in favour to **support** the application.

II. There were no Planning Applications received after the Agenda was finalised.

III. **Parish Council's Response to Planning Applications.** None applicable.

IV. Cornwall Council's Response to Planning Applications.

PA12/07469 Mr J Earle the permanent retention of the existing Gook café, ventilation/system, fencing and ramped access together with temporary permission for a period of 6 months for the retention of the existing generator and fuel tank. **Pending.**

PA12/08602 Mr R Martin construction of detached dwelling opposite Whitsand Bay Hotel. **Pending**

PA12/05276 Erection of a single Wind Turbine with maximum blade tip height of 67m, formation of new vehicular access track and associated infrastructure. Wilton Farm. Murex Energy Ltd. **Pending**

PA12/05275 Erection of a single Wind Turbine with maximum blade tip height of 67m, formation of new vehicular access track and associated infrastructure. Land adjacent to Bake Lake Sawmill. Murex Energy Ltd. **Pending**

PA12/092939 Mr P Cade, Homeleigh. Alteration, extension and construction of new out building. **Approved.**

PA12/09346 Mr R Earle, Tremor, Portwrinkle. Increase in depth of dormer window on front elevation. **Approved with conditions.**

MINUTES or NOTES FROM THE FOLLOWING MEETINGS TO BE APPROVED AND SIGNED

- a) **Parish Council Meeting 12th November 2012.** Subject to an amendment to Item 8, page 3...Cornwall Council *through the Community Trust (wording added)* had funded Sheviok PC's £500 contribution..... the Minutes were approved as a true record. Councillor Harrison proposed and Councillor Snowling seconded with all in favour.

Item 7. TO REPORT MATTERS ARISING FROM THE ABOVE PARISH COUNCIL MEETING MINUTES NOT ON THE AGENDA.

- Page 3. Review of Planning Policy. Clerk to check that the addition to section 3.2 has been carried out. **Clerk**
- Page 3. Website Consultation page. Clerk to ask for an update on this. **Clerk**
- Page 3. The Dog warden hours have been reduced to four per month.
- Page 3. The new Clerk has been added to the bank mandate and has received an Alto Card.
- Page 3. Item 8. Councillor Medway has requested Minutes of the meeting with Cornwall Council so that the Parish Council can know exactly what was said.
- Page 4. Item 21. a) Hedge height, Sheviok Lane. The Clerk will check whether the letter has been sent to Mr Parkin. **Clerk**
- Page 4. Item 21. c) Great South West Walk. The Clerk responded and has received posters which she will display on the unofficial Notice Boards. **Clerk**
- Councillor Mathias asked about the coastal path that is still subsiding. Councillor Baker said that she had telephoned and been told that it was going to be closed but it is still open. The Countryside Officer has put up signs at Finnygook Beach.
- Page 5. The Clerk will draw up the Asset Register. **Clerk**

- Page 5. The Precept has been submitted but needs to be amended to reflect the Council Tax Support fund. This will be discussed under Finance.

Item 8. BUSINESS RATES FOR PUBLIC TOILETS.

Following the article in the Clerks Direct magazine it was agreed that the Clerk will write to Lake Parish Council expressing the support of Sheviok Parish Council and also to Sheryl Murray, MP, asking her to support this at Westminster. Councillor Medway proposed and Councillor Harrison seconded with all in favour. **Clerk**

Item 9. RAME CLUSTER GROUP NEIGHBOURHOOD DEVELOPMENT PLAN

Councillor Harrison said that he felt that the Rame Cluster Group should adopt the Code of Conduct and also publish a timetable of the steps that they are going to take and how this will fit in with Cornwall's strategy. Councillor Baker said that the steps had been mapped out but the timeframe has not been matched to them yet. It was agreed to support the Terms of Reference but to point out that Sheviok Parish Council would like the NDP to adopt the Code of Conduct and submit an outline of the timeframe. Proposed by Councillor Mathias, seconded by Councillor Harrison with all in favour. **Cllrs Baker and Medway.**

Item 10. DEVOLUTION.

Councillor Kennedy said that there was a need to resolve whether there was to be a final public meeting to gauge the level of public support for devolution. Councillor Kennedy said that the Parish Council would receive an initial grant of £500 to improve the flower beds and, hopefully, have more control over the signage around the car park. Councillor Medway proposed, Councillor Snowling seconded and all were in favour of a final meeting. **Clerk and Cllr Kennedy**

Item 11. DISPENSATION POLICY. Changes to Standing Orders.

Under Section 7 (f) of the Proposed Changes to Standing Orders it was agreed to adopt the second proposal.....*All gifts and hospitality offered or received that could be seen by the public as likely to influence your judgement in these matters must be recorded in the Register of Interests maintained by the Proper Officer of the Council.*

New Section 8. Dispensation. Councillor Kennedy discussed this and suggested that the Parish Council will have the delegated power and not the Clerk. Councillor Kennedy proposed that option g under section 8 will not be included in Standing Orders. This was agreed. The Clerk will print this up as an appendix and attach it to the Minutes. The revisions to standing orders will be considered as an agenda item and resolved at the February meeting of the Parish Council. **Clerk**

Item 12. A374/HIGHWAYS. It was agreed to close this as an agenda item.

Item 13. THE EROSION OF SEAWALL AND BASKETS IN PORTWRINKLE.

No action has been taken to date and it was agreed that the Clerk will write requesting an update. Councillor Mathias will put a notice up asking for volunteers to form a working party to help clear between Finnygook Beach and Harbour Beach. **Cllr Mathias**

Item 14. PORTWRINKLE SIGNAGE

Keith Waterfield arranged for Rebecca Dickson to meet with him on 18th December. He also invited Phil Browning from Dog Control who would only attend if the Parish Council was present. Councillor Harrison and Councillor Kennedy attended. The aforementioned five people and five residents all met and walked viewing all of the signs. Most of the signs were within the remit of Cornwall Council. It was agreed that the Dog Control Order signs are correct but could be simplified to make them smaller. It was felt that Mr Waterfield was not entirely happy with the response from Cornwall Council who said that the Parish Council had done everything, within its remit, correctly. Mr Waterfield wanted the Parish Council to consider another (new) sign on the Harbour wall and there was a discussion about the location of the signs. It was agreed to put the signs where they were but perhaps to make them smaller. The signs need to be where people can see them. Councillor Kennedy said that there had been a number of letters from Mr Waterfield but he feels that the matter was resolved at that meeting. If Mr Waterfield still has issues then he must take these up with Cornwall Council. Councillor Baker said that she had spoken to Mr Waterfield who wanted to see a copy of the original application and she has signposted him to Cornwall Council. The clerk will draft another letter to Mr Waterfield and submit it for approval. **Clerk**

Item 15. SEWAGE ODOUR PROBLEM, CRAFTHOLE.

The odour is sporadic but still noticeable. Work appears to have been started but this will be left as an Agenda item. The Clerk will contact Marcus at South West Water for an update to be reported at the next meeting. **Clerk**

Item 16. VILLAGE OPEN SPACE.

Councillor Baker attended a meeting this morning and was advised that the Trustees would like to see a plan of what the Parish Council wants to do with the park area. They will then give a letter provisionally granting a 40 year lease. Councillor Baker handed round copies of a map showing the location of the proposed area. A questionnaire needs to be put out to find out what parishioners would like to see; seating areas, park equipment etc. The information would then be collated to help produce the design and the funding can be sought. A sub group, Councillors Baker and Kennedy and Peter McLaren will bring a draft questionnaire, along with details of the layout and dimensions, to the next meeting. Councillor Nicholas will supply a location map. **Cllrs Baker and Kennedy and Peter McLaren**

Item 17. FOOTPATH NO.5.

This footpath is boggy and there is the issue of the barbed wire. Councillor Kennedy has contacted Sophie Hunkin but the footpath officers are very busy at the moment. The Clerk is to write an email to Sophie Hunkin acknowledging that they are busy but pointing out that the barbed wire is on the footpath side of every 3 post and the Parish council would like this to be taken forward with the Estate, with which the Parish Council wishes to maintain an open and cooperative approach, as soon as they are able. **Clerk**

Item 18. CLERK'S APPRAISAL

Nancy did very well in her appraisal and Councillors Kennedy and Snowling recommend that she is given the annual increment in her salary dating back to 1st December 2012 and to come into force when she returns to post from maternity leave. Councillor Harrison proposed, Councillor Medway seconded and all were in favour. **Clerk**

Item 19. CORRESPONDENCE

- a) Letter from Mr K Waterfield. **Dealt with under Item 14.**
- b) Email from Ken Rickard, Chair, CWFSD. It was felt that this does not affect Sheviock Parish. **Noted.**
- c) Letter from Cornwall Air Ambulance. There was some discussion around giving to Countywide Charities as opposed to more local ones. Agreed not to donate. **No reply required.**
- d) Road Closure. To be put on Notice Boards. **Clerk**
- e) Councillor Kennedy received a letter from The Cinnamon Trust. It was agreed that this was not a Parish Council matter.

UPDATES FROM OTHER GROUPS:

Rame Cluster Parish Meeting-Neighbourhood Development Plan. The NDP met at Sheviock Parish Hall with a representative from South West Housing who gave a talk on the merits of affordable housing. There was some discussion around this and, in particular, about the figures that had been quoted.

Councillor Medway reported that Derek from St John Parish has asked for support against the Mendennick Wind Farm. It was said that access for construction vehicles could be a problem to this Parish. Councillor Harrison said that the Wind Farm will affect our parishioners and if Sheviock Parish Council was presented with a similar planning application it would be looking to St John Parish for support. Councillor Medway asked for dispensation to voice opposition to the scheme through the NDP. **Cllr Medway**

Rame Peninsular Public Transport Users Group. Councillor Harrison reported that the next meeting of this group is on the 5th February and that a new timetable came into force today.

Renewable Rame. Nothing to report.

CALC Executive. Mainly concerned with the Code of Conduct and changes to Standing Orders.

The Standards Board. Councillor Kennedy said that there are voting issues and he still had an issue with how it is being run.

Item 20. FINANCE.

Outgoing Cheques. Councillor Mathias proposed and Councillor Nicholas seconded and all agreed to approve payment of the following cheques:

- 300044 Mrs N Gray. Clerk's worked hours for November. £383.40
- 300045 Linda Coles. Acting Clerk's hours for November. £314.00

- 300046 Mr N Bridgman. Dog Warden hours for November. £28.93
- 300047 HMRC. PAYE for L Coles and N Bridgman. £85.60
- 300048 Sheviock Memorial Hall. Rent for Clerk's Office December. £60.00
- 300049 Dean Leonard. Invoices 16 &17, grass cutting. £345.00
- 300050 Mrs N Gray. Expenses. £9.50
- 300051 Linda Coles. Clerks hours for December. £314.95
- 300052 Mr N Bridgman. December Dog Warden hours. £27.20
- 300053 HMRC. PAYE for L Coles and N Bridgman. £85.60
- 300054 ASG Security. Maintenance Contract for Alarm. £36.76
- 300055 Sheviock Memorial Hall. Rent for Clerk's Office January. £60.00

Alto Card Expenditure:

- Euro Office Supplies. Invoice: 0001835398. £47.61 (Nancy Gray)
- British Telecom. Invoice: VP77540470 Q01901 ZK. £134.47 (Linda Coles)

Incoming receipts:

- Anthony Taxi's fee for website, 2013, £15.00

It was resolved to amend the dates on the grass cutting tenders and prepare to send them out to the relevant parties to invite to tender. **Clerk**

Precept: The Precept had already been submitted requesting £15,682.50. Councillor Kennedy informed the Council that in view of the Government's decision to award a Council Tax Support Grant of £693.18 he would like to reduce the Precept request by this amount. It was agreed that the Clerk will contact the Finance Officer, Cornwall Council, and take advice on how to proceed. Councillor Harrison proposed, Councillor Nicholas and all were in favour. **Clerk**

In accordance with the Local Government Act 1972 the members of the public were asked to leave and the Council moved into Closed Session to discuss costs of a commercial nature. It was proposed by Councillor Mathias and seconded by Councillor Nicholas with all in favour that Paul Hambly is awarded the contract for the installation of the bollards by the gas tanks.

It was proposed by Councillor Mathias and seconded by Councillor Nicholas, with all in favour, that the tender from Simon Zinn for the metal 'No Parking' sign is accepted. The Clerk will inform both that their tenders have been accepted. **Clerk.**

Item 21. ITEMS FOR INCLUSION IN FUTURE MEETINGS.

Item 22 DATE OF NEXT MEETING

The next meeting of the Parish Council will be held on 11th February 2013.

There being no further business the Chair closed the meeting at 9.10pm.

Linda Coles, Clerk, Clerk's Office, Memorial Hall, Crafthole PL11 3DG Tel: 01503 232996
Parish website – www.sheviockparish.org.uk