

SHEVIOCK PARISH COUNCIL

The minutes of the Parish Council Meeting held on Monday 12th of Nov 2012 in the Chapel Schoolroom, Craffthole at 7.00 p.m.

PRESENT: Councillors C. Kennedy Chairman, M Snowling Vice Chairman, Councillors, P Harrison, D Mathias, S Medway and P Nicholas. There were 6 members of the public

Minutes

- 1. APOLOGIES:** Councillor K Baker, Cornwall Councillor Trubody and the police
- 2. DECLARATIONS OF INTERESTS. 1 AGENDA ITEMS.** Councillor Mathias declared a non registerable interest in agenda item 24. **2 GIFTS OVER £25:** None
- 3. POLICE REPORT.** There were four crimes within the Parish between 8th Oct and 12th Nov 2012; they were Criminal Damage to motor vehicles, 1 at Finnygook Inn and two in West Lane and also a criminal damage to property at Polbathic wood. It was agreed to chase up the speed watch request with the police using an unmarked car at the bottom of Finnygook lane hill/Portwinkle.
- 4. PUBLIC PARTICIPATION:** Councillor Nicholas proposed, Councillor Snowling seconded to rescind standing orders and standing orders were rescinded at 7:03 pm
 - Mrs F Hardy informed the council that she had written to Building Control regarding the certificates for the Gook cafe and requesting the dates of the site visits – however she was refused. She raised concerns regarding the lack of certificate for Foul water/surface water; structural defect under the kitchen; grease deposits on the disabled access. She questioned whether if the building control issues are still outstanding and certificates not given that it raises concerns regarding public safety and if the café has a valid Public liability insurance. Mr Hardy had written to Mrs McCann planning consultant for Mr J Earle requesting where and how to view the fire and general H&S certificates that Mr Earle stated the Gook café held in the Public meeting. They also stated that they were keeping evidence for environmental Health regarding the grease build up on their windows from the extractor fan in prevailing winds which resulted in them cleaning the windows daily throughout the October half term.
 - Mr Hardy stated 2 concerns that he has raised with Cornwall Planning and legal services regarding the planning application for the new dwelling neighbouring his property in Portwinkle applicant Mr Martin: That the wrong certificate had been signed on the planning application which may invalidate the whole application; that the site location plan is incorrect as it includes some of Mr Hardy's land.
 - Mr Phillips of the Whitsand bay Hotel stated that people had been throwing garden waste from the surrounds of the pathway leading from Whitsand Bay View down to Finnygook Lane which had subsequently blocked a drainage pipe causing a flood on Finnygook lane. He and he team had unblocked the pipe. He also stated that he had spoken to Mr P Cressy of Antony Estate who confirmed that they would be happy for a permissive pathway to run down through the wooded area along the eastern side of Finnygook lane adjacent to the golf course.
 - Mr D Dunn thanked the Parish Council for encouraging Cormac/Cornwall Council to improve and rebuild the wall/ create an earth Bund on the sharp bend along the A374 at the bottom of Polscoe hill that had been the site of a fatal accident.
 - Mr D Dunn reported fly tipping of garden waste in the gap in the hedge opposite Sydenham house.
 - Mr Earnshaw reported that water enters his property (the Forge) during rainy periods since the road had been resurfaced. He had contacted the council 7 times but the problem has not yet been rectified and requested the Parish Council to intervene. Also that since the road calming measures have been installed, road users are using his private driveway as a passing area and damaging the tarmac. He requested that a solution be found other than a reflective bollard.
 - Councillor Mathias noted that Marlborough house has a similar problem with dampness since the new road surface was laid. Also that water rises through the asphalt outside the Post office during wet weather.
 - Councillor Mathias reported that a number of parishioners had asked if the Parish Council could stress to the owner of the Mercedes van in West Lane the concerns raised regarding the lack of visibility and road space due to the current parking location of the van and if he could reconsidered parking it in the disabled access.
 - Councillor Mathias reported that tomato ketchup had been thrown over three cars near the post office in Craffthole.

It was proposed by Councillor Nicholas and seconded by Councillor Harrison to reinstate standing Orders and standing orders were reinstated at 7:20

- 5. RESPONSE TO PUBLIC PARTICIPATION.**

- **Gook café.** It was agreed to contact Building Control to enquire if Building regulations have been met; request updates on safety checks and query if there are any consequences to public safety. **Clerk** to write and CC George Trubody. Councillor Kennedy stated that Environmental health should submit their report following the issues raised by the Hardy's for planning consideration.
- **New dwelling, Mr Martin, Portwrinkle:** It was agreed that the specific planning issues had already been drawn to the attention of Cornwall Planning and legal services and to wait for the outcome.
- **Permissive footpath along Finnygook lane:** This was good news and "permissive footpaths" would be covered in agenda item 15. The council also thanked Mr Phillips for unblocking the drain. The sign requesting people not to dump green waste was still in place and Cory would be sweeping the footpath linking Whitsand Bay View to Finnygook Lane.
- **Fly tipping of Garden waste:** It was agreed that a small encapsulated sign be placed in the gap in the hedgerow opposite Sydenham House stating No fly tipping of garden/green waste. **D Dunn.** It was also agreed to insert an article re: recycling of garden waste, information in the next Newsletter. **Clerk** to draft/circulate and request permission from Russ Smith.
- **Road surface/ water issues the Forge/ Marlborough House and outside post office/shop:** It was agreed to request a meeting with Rebecca Dixon of Highways/Cormac and advise Mr Earnshaw of the date. **Clerk**
- **Tomato ketchup/car vandalism:** It was agreed that the owners of the cars would have to report it to the police if they wanted action to be taken.
- **Parking of Silver Van in west Lane.** It was noted that Councillor Kennedy had already spoken to the owner and was now dependent upon community spirit.

6. PLANNING.

i. **PA12/09346 Mr R Earle, Tremor, Portwrinkle increase in depth of dormer window on front elevation:** Councillor Nicholas proposed, Councillor Medway seconded with all in favour to support the application. **CLERK**

ii. **PA12/10149 Mr & Mrs Hillier, Tredossel House, Change of use from garage and store to 1 bedroom annexe.** It was agreed to support the revised planning application subject to speaking to the Neighbours. (Post meeting note: the Truscott's have no objections so application supported)
Councillor Kennedy/Clerk

iii. **Parish Council's response to Planning applications.**

- **PA12/09239 Mr P Cade, Homeleigh, Alteration, extension and construction of new out building.** Supported

iv. **To receive Cornwall Council's response to planning applications:**

- **PA12/05831 Mr & Mrs Hillier Tredossel House Change of use from garage to 1 bed holiday let.** Withdrawn new application submitted see planning ii.

- **PA1207969 Mr G Mankowitz, Sconner way, Polbathic, proposed garden room garage/workshop shed and log store.** Approved

- **PA12/07469 Mr J Earle the permanent retention of the existing cafe, 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. This may go to the sub area east Planning committee on either the 28th Nov in Liskeard at 6pm or 17th Dec in camelford at 2pm. If it does then the Parish Council will be invited to submit any further comment over and above the original and give a 3 minute presentation. It was agreed that councillor Medway would attend and give presentation. It was also agreed to draft a response and presentation for circulation taking into account the report that would be issued prior to the meeting. It was agreed by all that Councillor Nicholas would not be included in the circulation/drafting of the response or presentation. **ALL/Councillor Medway**

- **PA12/08602 Mr R Martin construction of detached dwelling opposite Whitsand bay hotel.** Pending

- **PA12/06254.** Demolition of garage/games room and construction of two storey house with external works. Mr Stroud. Withdrawn

- **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

- **PA12/07443** Construction of dirt floor and shed to assist the management of Lower Tredis Wood, Mr Peter Goss. Approved

v. REVIEW OF PLANNING POLICY. It was agreed by all to amend the section regarding pre-applications by adding to section 3.2 "and must be considered 28 days before full planning application is considered." **Clerk.** It was agreed that Councillor Medway would raise the request as submitted in the planning consultation at the planning forum meeting to have a centralised number for planning advice if the planning link officer is unavailable. **Councillor Medway**
MINUTES or NOTES FROM THE FOLLOWING MEETINGS TO BE APPROVED AND SIGNED

a) Parish Council meeting October 8th 2012. Councillor Harrison proposed, Councillor Nicholas seconded and the minutes 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.

- **Public Toilet safety/road access.** This has been raised with the devolution team to resolve.
- **Website consultation page:** It was agreed to follow up request to create page with website designer and submit response to consultations sent in October/September onwards. **Clerk**
- **REG Windpower:** it was agreed to follow up request for hard copy and electronic format information offered by REG. **Clerk**
- **Town and Parish Council summit:** Councillor Kennedy and Medway reported that it was beneficial to receive the sequence of events for the coming January elections and to listen to the issues raised by other councils. It was agreed to send a representative to the next summit.
- **Dog warden hours:** have been reduced to winter hours, clerk to ask the dog warden to visit Portwrinkle beach at the specific time mentioned following intelligence led report of fouling. **Clerk**
- **Unity bank:** It was agreed to add replacement clerk to bank mandate to be able to "view only" the internet banking system and telephone banking, also to obtain alto card for possible preloading in the future if required. **Clerk**

8. NEIGHBOURHOOD DEVELOPMENT PLAN: Councillor Medway provided the following update 1) Cornwall Council had funded Sheviock PC's £500 contribution to the NDP fund following the Parish Council's refusal: 2) Cornwall Council have identified the need for 10 new homes (mix of social and affordable) within Sheviock over next 20 years. 3) Antony Estate has suggested 3 possible sites one in Crafhole at site of proposed play park near slip road at end of West Lane and two in Sheviock: expansion at current housing off Horsepool Lane and housing to run alongside a possible new road that would create a bypass for farm vehicles to reach the church car park via the western end of Sheviock. 4) **Councillor Medway** to modify if required the current development plan boundaries to prevent further development outside these areas and present this at the January meeting. 3) It was agreed to offer the Parish website/notice boards and possibility of Newsletter insert to publicise the NDP. **Councillor Medway.** 5) the NDP referendum is scheduled for summer 2013.

9. DEVOLUTION: Councillor Kennedy advised that the devolution team are verifying who owns the toilet block in Portwrinkle. It was agreed that subject to their findings a public meeting would be scheduled for January 2013. **Clerk to place on January agenda.** It was agreed to postpone possible signing of devolution contract until June 2013 following the Parish Council elections so that new council could take ownership of the project.

10. A374/HIGHWAYS: Work to install the 30 mph speed limit through Sheviock is scheduled for December. Work is in progress to erect a wall and earth bund at the bottom of Polscoe hill on bend on the A374 where the fatal accident occurred. It was agreed to keep this as an agenda item.

11. THE EROSION OF SEAWALL AND BASKETS IN PORTWRINKLE. Reinforcement work is scheduled for December 2012

12. UPDATE ON SWEEPING OF PUBLIC FOOTPATH/ALLEYWAY IN PORTWRINKLE.

Cory has added it to its list of pavements to sweep manually.

13. BOLLARDS OUTSIDE CALOR GAS TANK PORTWRINKLE. Further to the quote received by Highways to install 2 bollards and chain it was agreed to seek 2nd quote from Mr P Hambly to install chain plus 3 metal posts: 2 permanent and 1 moveable (with hole and metal sleeve). **Clerk**

14. SEWAGE ODEUR PROBLEM, CRAFTHOLE. SWW have offered to install a new multitrade pump at Tredis view as a gesture of goodwill. They believe that this will alleviate the problem. Mr Dunn, Mr Entwistle and the clerk are keeping a record of incidents of bad sewage smells as evidence for environmental health. It was agreed that the action by SWW was positive and to wait for the outcome following installation –to keep as an agenda item **Clerk**

15. NEW CIRCULAR FOOTPATH WITHIN PARISH: A letter from Antony Estate has been received confirming they are happy with a circular permissive footpath/bridal way route running parallel to the western side of the B3247 down Polscoe hill from Tredis view to Trewickle lane and along the northern side of the B3247 running from Carew close in the direction of Downterry

linking to footpath number 4 - subject to further talks with the tenant Mr. Andrews. Mrs J Bate will look into funding. **Councillor Kennedy/Mrs J Bate**

16. VILLAGE OPEN SPACE: It was agreed to obtain written confirmation following Antony Estate's positive verbal response that it would consider a new 40 year lease on current play park and expansion of current site. **Councillor Medway/Baker**

17. CODE OF CONDUCT: Councillor Harrison proposed, councillor Medway seconded and all agreed to adopt the single code for Cornwall. Inclusive of 2.6 option ii on page 6. **Clerk** to inform monitoring officer and circulate revised new code to all councillors and retain hard copy and update website **Clerk**. It was advised that all councillors who could attend the code of Conduct training in Callington town hall on 17th of Jan 6-8:30pm should. Councillors to respond to clerk, clerk to book/confirm places. **All and Clerk**

18. FOOTPATH NO. 5: Use of barbed wire as stock fence: Antony Estate is looking into the original design provided by Defra. It was also reported that the lower part of the footpath is now very difficult to walk due to mud and cattle. It was agreed to request a site visit from the environmental footpath officer and act on his/her findings. **Clerk**

19. POSSIBLE KEEPING OF PIGS-land adjacent to The Ives. All the legal certificates for keeping pigs have been submitted. No further action to be taken.

20. TO ELECT MEMORIAL HALL COMMITTEE REPRESENTATIVE. Councillor Snowling.

21. CORRESPONDENCE:

- **To report correspondence received:** It was agreed to check that all emails have the relevant subject heading prior to circulation for easier use. - **ALL**

a. Email dated 18th of October link to Governance review: a report for the Governance Member Panel, which presents a synopsis of key findings was noted.

- **To resolve what action/response should be taken on the following items**

a. **Hedge height Shevioc lane, email dated 18/10/2012, C Parkin.** It was agreed to suggest that Mr Parkin write direct to Antony Estate and provide the Contact details for Tom Rattray/Estate office. **Clerk**

b. **2nd Letter from Mr K Waterfield re: signage/Portwrinkle dated 11th October and 3rd letter dated 2 November.** It was agreed to add the original adverts for the dog Orders on the website and direct Mr Waterfield to the website/relevant pages where he could find all the information requested and if he has any problems accessing the website to contact the Clerk. **Clerk**

c. **Great South West Walk email dated 5th November.** It was agreed to respond stating that the Parish Council could put posters up and submit article into the Parish Newsletter if provided. **Clerk**

22. UPDATES FROM OTHER GROUPS – Rame Cluster Parish meeting/Neighbourhood Development Plan: It was agreed to place response to Mr Derrick Prichard's request to support the Wind farm resistance on the January agenda. **Clerk**. Shevioc Parish Council will be hosting the next cluster meeting for the NDP on the 27th of Nov, it was agreed to provide a small allocation from £20 budget for tea/coffee etc. **Councillor Medway** to organise and reclaim. **Rame Peninsula Public transport Users group:** the group has adopted a formal constitution, concerns have been raised as to what will happen when the current bus contract expires in April 2013. The next meeting is in Whitsand bay Hotel is on 5th of Feb. A link is being formed with the NDP.

Renewable Rame: nothing to report **CALC Executive:** has advised that an increase in the precept by more than 2% may require a referendum the charges of which would be passed onto the parish council including CC administration costs.

The last member of the public left.

23. FINANCE

- Councillor Snowling proposed, Councillor Nicholas seconded and all approved the clerk's overtime hours for the period November 2011 to November 2012

- **Outgoing Cheques:** Councillor Snowling proposed, Councillor Nicholas seconded and all agreed to approve the payment for the following cheques:

- 300037 Mrs N Gray clerks work hours for Oct, £396.18
- 300038 Mrs N Gray Clerk's expenses for period Oct (includes ink for printer) £30.59
- 300039 Clerk's overtime accrued since Dec 2011 £383.4
- 300040 HMRC Tax to cover dog warden's Oct wage £9.8
- 300041 Shevioc Memorial Hall rent for clerk's office Oct £60
- 300042 Mr. N Bridgman Dog warden wage October minus tax £39.78
- 300043 Mr A Morby Parish amenity grass cuts since July 25th £415.15
- **Alto card expenditure:** None
- **Incoming receipts.** Kernow Aerials for listing on parish website £5,

- Councillor Snowling proposed, councillor Nicholas seconded and all agreed to approve the covering and current clerk's wages/expenses/Dog warden's wage for December and BT bill should it arrive in December by e-mail circulation, if there is no December meeting.

- The final footpath length to be cut in 2012 was resolved. **Councillor Kennedy**
 - To resolve the grass, amenity and footpath grass cutting tender for 2013: to be an agenda item for January **Councillor Kennedy/Clerk**
 - **Parish bank accounts and budget:** the clerk reported £19305.44 reserves in bank at present midway through year and that the total predicted expenditure should come in just under budget. Next year's predicted budget would be increased due to the cost of the elections. It was agreed to draw a second assets list to show depreciation of current assets/liabilities and place as an agenda item under finance. **Clerk**
 - Councillor Snowling proposed, councillor Harrison seconded and all agreed to increase the precept by 2% to cover inflation but not incur additional costs to parish for precept referendum for 2012/13. **Clerk to submit precept**
 - Councillor Snowling proposed, Councillor Harrison seconded and all agreed to the purchase of a new notice board for Sheviok following best quotes received in region of £200 plus VAT. **Clerk**
- 24. ITEM OF CONFIDENTIALITY TO BE DISCUSSED WHEN MEMBERS OF THE PRESS AND PUBLIC ARE EXCLUDED.** Councillor Mathias left the room. It was moved by Mike Snowling and seconded by Peter Nicholas and resolved that in accordance with the Local Government Act 1972, the press and public be excluded from the meeting during consideration of the following item of business on the grounds that it would be likely to involve the disclosure of exempt information of the following description: Information that is likely to reveal to competitors the quote for maintenance of parish benches. It was proposed by Councillor Harrison and seconded by councillor Medway that Mr P Hambly is awarded the tender to maintain the parish benches as per his full quote submitted for all work listed on both sections of his response. **Clerk** to advise all contractors who placed a tender.
- 25. ITEMS FOR INCLUSION IN FUTURE MEETINGS: as listed in minutes.**
- 26. DATE OF NEXT MEETING. Jan 14th**
The chair closed the meeting at 9:55pm

Nancy Gray, Clerk, Clerk's Office, Memorial Hall, Crafhole PL11 3DG 01503 232996
Parish website – www.sheviokparish.org.uk