

SHEVIOCK PARISH COUNCIL

The minutes of the meeting held on Monday the 10th of October 2011 in the Methodist Church School Room, Crafhole at 7.00pm

PRESENT: Chairman C K Kennedy, Vice Chairman M Snowling, Councillors: Mrs K Baker, Mrs D Mathias, Mr S Medway and Mr P Nicholas. Cornwall Councillor G Trubody, Cornwall Planning officer Roz Baker. There were 4 members of the public present.

MINUTES.

Councillor Kennedy requested that agenda item 9, review of existing Dog order be moved forward to convenience members of the public. All agreed

- 1. APOLOGIES:** Councillor P Harrison. PCSO John Rigall.
- 2. DECLARATIONS OF INTERESTS. 1 AGENDA ITEMS** Councillor Snowling declared a personal issue on agenda item 6ia -planning application PA11/07388 Sheviock memorial Hall, Installation of Solar panels. Councillors Kennedy, Baker, Medway, Mathias & Snowling declared a personal interest in item 9 as they are dog owners. **2 GIFTS OVER £25:** None.
- 3. POLICE REPORT.** In the period 12/09/11- 10/10/2011 there has been one reported crime that of a Harassment/Alarm and Distress incident on Portwrinkle beach.
- 4. PUBLIC PARTICIPATION including Forum messages for public participation**
Councillor Mathias proposed and Councillor Baker seconded to rescind standing orders and standing orders were rescinded at 7:04
 - Mr R Smith stated that he thought the existing Dog order was a good idea and noted that people seemed to be respecting it.
 - Letter received from Mrs Kennedy requesting the Parish Council put more pressure on the Hotel to cut back the hedgerows to ensure pedestrian safety.
 - Letter received from Mrs Kennedy stating that some residents of Portwrinkle had been upset by unexpected fireworks approx. 4 weeks ago. Could the Parish Council request organisations and individuals to give residents prior warning & perhaps to discourage fireworks except on November 5th and News Year's Eve.
 - Councillor Mathias reported that a man had refused to move his car from obstructing the entrance to the calor gas tanks in Portwrinkle as he had been told by a traffic warden that it was legal to park there. She requested an update regarding the parish Councils letter to highways concerning this issue.
 - A parishioner had suggested that the a free subscription service be opened up on the parish website so that parishioners could sign up for email shots i.e. newsletters/minutes regarding what was going on in the parish.
 - Mrs Purchell had requested an update regarding the implementation of the virtual pavement in Crafhole.
 - The Chairman reported comments received regarding a depression developing on Finnygook Lane near the entrance to Burns View.
- 5. RESPONSE TO PUBLIC PARTICIPATION**
 - Councillor Kennedy confirmed that Mr Russ Smiths comment had been noted and that the dog order review was an agenda item.
 - Councillor George Trubody arrived at 7:10pm
 - **Virtual pavement, Calor gas tanks Portwrinkle.** Councillor Trubody stated that it was possible that the virtual pavement could be implemented in the October half term but was awaiting the consultation process. Councillor Kennedy to contact Rebecca Dixon from highways and cc Councillor Trubody for a progress report on the virtual pavement calor gas tanks Portwrinkle and repairs required to mend depression on the surface of Finnygook Lane near Burns View.. Councillor Trubody to chase. **Councillors Kennedy/Trubody**
 - **Finnygook lane hedgerow.** To be raised under matters arising from the minutes.
 - **Fireworks.** Councillor Kennedy stated that it was unlikely to have been the Whitsand Bay Hotel as they are very good at providing advanced notice of fireworks. Mr Russ Smith, who was a member of the public, agreed that a note be placed in the Parish Newsletter reminding all residents to be considerate and provide advance notice of fireworks. **Clerk/Councillor Kennedy** to compose notice.
 - **Parish Website subscription:** Due to extra cost and time required it was agreed to leave for the time being as all information could currently be found on the website/notice boards if required.
 - **Bank mandate:** On-going **Councillor Kennedy**

It was proposed by Councillor Baker and seconded by Councillor Nicholas to reinstate standing Orders and standing orders were reinstated at 7:19

6. Planning:

- I. After discussion Councillor Mathias proposed, Councillor Nicholas seconded and all agreed that the following responses be issued to Cornwall planning:
 - a) PA11/07388 Mr M Snowling, Sheviok Memorial Hall. Installation of solar panels: Support
 - b) PA11/07031 Mr J Harrison, land adjacent to Thaday, Finnygook lane Portwrinkle. Construction of House as approved in outline by planning appeal ref APP/KO805/A/08/2089845 – resubmission of applications E2/PA10/00641 & PA11/01543: No Comment
 - c) PA11/07099 Mrs J Urwin, 2 the terrace Portwrinkle. Formation of off road parking: Object on grounds of impact to street scene and conservation area.
 - d) PA11/07751 Mr & Mrs McKenzie. 19 Carew close. Construction of rear storey + 2 storey side extension: Support. **Clerk to send of all**
- II. No New Notices were received after the agenda finalised.
- III. To receive Cornwall Councils response to planning applications:
 - e) PA11/05946 Antony pedigree farms, Cote Park farm Buildings: approved with conditions
 - f) PA11/05132 Mr McKenzie. 19 Carew Close, Crafhole, house extension: withdrawn
 - g) PA11/06235 Mr & Mrs Baker 10 Whitsand Bay View: withdrawn
- IV. It was agreed to contact Samantha Hunkin, Senior Registrar at Cornwall Planning to raise the Parish Council's concern of how, when it considers insufficient information is supplied for it to reach a decision, can it be communicated effectively to Cornwall Planning. **Clerk**. It was also agreed to contact Mr Marshall Plumber highlighting the unreasonable cost to Parish Councils should the Cornwall Council discontinue sending A3 prints of plans. **Clerk**
- V. Local Council Planning Forum – Councillors Medway and Nicholas reported that as the Localism Bill is not yet law there are still a large number of issues to be resolved, however, it has many good points and provides a valuable planning tool. All agreed unanimously that the Parish Council was committed to the cluster development plan and draft cluster development order because it enabled Parishes to influence planning rather than it be imposed from Truro. Councillor Trubody confirmed that he had obtained funding for the referendum and consultation process and DEFRA would provide a toolkit on how to produce a neighbourhood plan.

Item 9 moved forward: Dog Control Order

- No Objections have been received during the period of public consultation. 5 written responses and two verbal comments requesting: Additional signage be placed at bottom of pathway to Harbour beach as the current sign is not prominent enough (1); A dog warden to enforce the order (1); The path leading down to the Harbour and slipway be open to dogs to allow boat owners to take their dogs with them (2) and to allow dog walkers to complete a circular route (3).
- After discussion it was agreed to place a notice in the December newsletter inviting written comments regarding the proposal to allow dogs on the path and slipway leading to the harbour but maintain the Harbour beach as dog free From Easter Sunday up to October the 1st. The decision would be resolved at the February parish Council meeting subject to comments received and published in the March edition of the Newsletter. The Parish Council would then address the issue of signage dependent upon the outcome. **Clerk/Councillor Kennedy** to prepare wording and map. Councillor Kennedy stated that the search to find a dog warden continues however should devolution of the public toilets and car park in Portwrinkle prove cost effective and go ahead after public consultation then the Parish Council would be able to offer a more attractive package of hours to prospective wardens to incorporate other duties.

7. MINUTES TO BE APPROVED AND SIGNED: Subsequent to the following corrections on page 1, replace July 12, Pc John Libby, Diane, with September 12th, PCSO John Rigall, Diana and item 16 trwickle with Trewickle, Councillor Snowling proposed, Councillor Medway seconded and the minutes from the Parish Council meeting held on September 10th 2011 were signed as a true record by the Chairman.

8. TO REPORT MATTERS ARISING FROM THE MINUTES, which are not covered by agenda items.

- **PA11/02750 The café Portwrinkle, Mr J Earle.** It was reported that an enforcement notice had been served on Mr Earle which requires the removal of the café, decking, disabled access and ramps, generators and fuel tanks. This comes into effect on October the 12th unless an appeal is made. Due to Confidentiality Cornwall council is unable to provide the parish Council with copies of any correspondence sent from or to the complainants.
- **REG Windpower:** Apologised for being unable to attend the Parish Council meeting on the 10th of October but have sent invites to all parishioners to attend an exhibition in the Sheviok Memorial hall on October the 24th.
- **Pathway 8.** On-going awaiting response.
- **Lorries through village:** Plymouth Civil Engineering department will offer this as summer project to MSc students and undergraduates in September 2012. Clerk to place reminder in diary for April 2012. **Clerk**

- **Blue Bucket scheme.** Clerk to chase final decision from David Atwell, principle Countryside officer prior to October meeting, **Clerk**
- **The Parish Local Development Plan:** Covered in public participation. **Community Emergency Plan:** It was stated that HMS Raleigh's civil Emergency exercise would have no relevance as it covered different scenarios and equipment. The Distribution list is being updated for issue 2 prior to printing/distribution, **Clerk**
- **Finny Gook lane Hedgerow.** Highways have agreed to assess the safety risk of the hedge from the Public toilets up to the Cross on the western side of Finnygook lane and from Sea view cottage to Burns view on the Eastern side. **Councillor Kennedy to follow up.** It was agreed to take a look into the history that a pathway existed on a section of the eastern side of Finnygook lane. On-going **Councillor Nicholas**
- **Calor gas Tanks, Portwrinkle:** covered in public participation but it was also agreed to to contact Calor Gas for no parking signs to be provided by them. **Clerk.**
- **Permissive footpaths:** On-going awaiting response from Antony estate.
- **Revision for the local planning validation list** Cornwall Council: **Councillor Nicholas** to research further and advise at November meeting
- **REG Wind power community consultation website:** Clerk to contact Simon Zinn regarding website linkage tool. **Clerk**
- **Royal Jubilee celebrations:** it was agreed to suggest dates for a steering Committee meeting in November and liaise with the Memorial Hall committee and Mrs Fiona Harvey: **Councillors Kennedy and Nicholas**
- **Public convenience review:** On-going awaiting costings for November meeting in order to finalise precept

10. VILLAGE OPEN SPACE: It was agreed to send a draft proposal to Antony estate asking them to indicate if project could go ahead in order to obtain funding. £300 has been earmarked from Cornwall Council via Gorge Trubody towards surveys, parish consultations and presentation. Councillor Nicholas offered the free use of GPS mapping system for the land survey. **On-going working group**
Councillor Trubody left at 9:02pm

11. Lone worker Risk assessment: Councillor Snowling proposed, Councillor Mathias seconded and all agreed that a panic button/ alarm system covering the clerk's office be fitted, at a reduced cost of £360 to coincide with fitting of village shop alarm system. **Clerk/Councillor Mathias** to liaise with Community Shop and ASG Security. **Councillor Snowling** to prepare lone worker procedures to be reviewed and resolved at November Parish Council meeting. **Agenda item Clerk.**

12. DOG WASTE BINS WITHIN THE PARISH: A letter is to be sent to Mrs J Wilson, 1 pool cottage, Trewickle lane to advise her that unfortunately in this instance Cornwall Council are not prepared to modify the route to collect from a bin in Trewickle lane - **Clerk.** It was agreed to adopt Cornwall Council's policy on the provision and placement of Dog waste bins.

13. STAFF APPRAISAL: It was agreed to set a date prior to November Parish Council meeting and that 2 councillors should give the appraisal (Councillors Kennedy & Mathias) and two Councillors review if Clerk disagrees with the outcome of the assessment. (Councillor Snowling and Baker). **Clerk/Councillors Kennedy/Mathias** to set date.

14. CRASH MAPS: It was agreed that the clerk report the parish crash map on quarterly intervals to inform Council discussion. **Clerk to add to agenda calendar.**

15. CORRESPONDENCE.

- Esther Richmond has been confirmed in her appointment as the permanent Community Network Manager for Cornwall Gateway. 2) CALC, new website address www.cornwallalc.gov.uk. 3) CALC, Election charge template for 2013.
- To resolve what action should be taken on the following items: 1) Register of members interests. Councillors to email confirmation to clerk of any updates by October 31st. **All** 2) Toolkit for neighbourhood plans: Clerk to book Councillor Medway to attend, **Clerk.** 3) TRO – it was agreed to accept proposal of gateway feature at the location of the existing 30 mph signs near junction at Carew close in order not to hold up all TRO's. **Clerk** to send confirmation to Councillor Trubody on Oct 11th.

16. UPDATES FROM OTHER GROUPS – Rame peninsula Trust: None. **Rame peninsula Public Transport Users group:** retendering is scheduled; a review of all services is planned for February 2012 after which decisions regarding subsidies will be made. **Renewable Rame:** A meeting is to be scheduled at some point after the REG Windpower public exhibitions

17. FINANCE

Councillor Snowling proposed the following cheques to be raised, Councillor Nicholas seconded and the motion carried unanimously so the following cheques were signed by Councillors Kennedy and Snowling.

- Chq 100 989 £375.3 Mrs Nancy Gray Clerks wages September
- Chq 100990 £12.12 Mrs N Gray Clerks expenses September
- Chq 100991 £120 Mr K Johnson, path clearance September
- Chq 100992 £60 Mr K Johnson Amenity areas clearance September
- Chq 100993: £180 Sheviok memorial Hall, rent for Clerks office August, September, October

Incoming

- £0.2 interest received on savings account

To report on progress of request to reclaim £ 736.12 paid in Vat from Sep 2008 –March 31st 2011. On-going, HMSRC cannot advise until after 3 week period from date of receipt of claim. **Clerk**

To resolve how to solve the problems of internet email access for the Clerk.

Clerk to obtain 2nd opinion regarding outlook network file configuration, imap and safeguarding email address. **Clerk**

Royal wedding Mugs. On-going **Councillor Mathias**

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

19. ITEMS FOR INCLUSION IN FUTURE MEETING: Village open Space; Unaccompanied dogs (**Clerk** to contact Dog Wardens in the interim for advice and possible action); Lone worker procedures; Precept; Public convenience review and other devolution costings.

20. DATE OF NEXT MEETING. November 14th. The chairman closed the meeting at 9.29pm.

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

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