

## SHEVIOCK PARISH COUNCIL

The Minutes of the Parish Council Meeting held on Monday 13<sup>th</sup> April 2015 in the Methodist Church Schoolroom, Crafhole, commencing at 7.00pm.

**Present:** Councillors C Kennedy, Chairman, Mrs J Bushrod, P McLaren, J Isaac, M Snowling and Mrs D Mathias

**In Attendance:** L Coles, Parish Clerk.

There were 3 members of the public present.

**Item 1. APOLOGIES:** Apologies had been received from Councillor S Medway.

### **Item 2. DECLARATIONS of INTEREST.**

- a) **AGENDA ITEMS.** None were declared.
- b) **GIFTS** (All gifts and hospitality offered or received that could be seen by the public as likely to influence a Councillor's judgement). None were declared.

**Item 3. CONSIDERATION OF WRITTEN REQUESTS FOR DISPENSATIONS.** None received.

**Item 4. POLICE REPORT.** The Chairman read out the crime figures for Sheviock from the report for March 2015. There were a total of 58 crimes reported in Torpoint and across the Rame Peninsular, none of which were committed in Sheviock Parish.

### **Item 5. PUBLIC PARTICIPATION.**

A member of the public raised the issue of the notices at the Village Hall that state there is to be no skateboarding etc. Councillor Kennedy said that this is a matter for the Village Hall Committee and it meets on the 1<sup>st</sup> Monday of every month.

### **Item 6 RESPONSE TO PUBLIC PARTICIPATION**

Responded to as above.

### **Item 7. PLANNING**

#### **a) Planning applications received before the Agenda was finalised:**

**PA15/01982** Willow Tree, Crafhole, Torpoint, Cornwall PL11 3BQ. Proposed conversion of Creamery to ancillary building for elderly parent. The Chairman said that with the Members' permission he would allow the public to speak on this item. Councillor McLaren said that he had spoken to nearby residents and the owner of the bungalow opposite was not happy with the proposed height of the building and the close proximity to the road. Councillor McLaren has spoken to Davina Pritchard, Case Officer, who reported that Highways had raised no concerns with this application. There was discussion about covenants. Council considered a) whether the proposed development is overbearing and would produce a sense of enclosure for the bungalow opposite, b) would the proposed structure be in keeping with the buildings in the immediate area and c) the proximity to the road, although the Highways Agency has no objections. Councillor Kennedy asked the applicant to consider the parking area. The applicant said that a part of the existing walls will be removed for construction access and that he would adjust the line before the re-build to increase the pull-off area. After discussion it was **RESOLVED to SUPPORT PA15/01982. Councillor Isaac proposed, Councillor Snowling seconded and all were in favour to support.**

#### **b) Details of Planning Applications received after the Agenda was published:** None.

**c) Cornwall Council's Response to Planning Applications: PA/10104** Mr and Mrs Rice, Higher Tredis Farm, Sheviock, Torpoint PL11 3ER. Installation of 1 No. Endurance E-3120 50kW wind turbine with hub height of 24.8m and overall tip height of 34.5m including control kiosk and temporary infrastructure. **Approved.**

**d) PA15/00968** Mr Jess Earle, G W Earle Hotels Ltd – Whitsand Bay Hotel, Finnygook Lane, Portwrinkle, Torpoint, Cornwall. Variation to condition 4 in relation to decision notice PA13/06158, dated 07.01.2014: Units 4, 5, and 9-19 inclusive for holiday accommodation only. The Parish Council had sent a letter regarding its concerns over the remaining conditions. Councillor Kennedy read out the reply received from Deborah McCann, the application condition variation only relates to the location of the units on the site. It was suggested that the Clerk submits a further letter to the Planning Officer stating that this reply does not answer the Parish Council's question. Motion

proposed was that the Parish Council is still unable to support this application until such time as a categorical assurance is received that the entire remaining original conditions, other than condition 4, will still apply and that the condition for the demolition of all existing buildings after the fifth property is occupied will still apply. It was **RESOLVED** to support this motion. **Councillor Isaac proposed, Councillor McLaren seconded and all were in favour.**  
Clerk

**Item 8. MINUTES or NOTES FROM THE FOLLOWING MEETINGS TO BE APPROVED AND SIGNED**

- a) **The Minutes of the Parish Council Meeting held on Monday 9<sup>th</sup> March 2015.** The minutes were approved as a true record of that meeting. **Councillor Bushrod proposed and Councillor Snowling seconded and all were in favour.**

**Item 9. TO REPORT MATTERS ARISING FROM THE ABOVE PARISH COUNCIL MEETING MINUTES, which are not covered by Agenda Items.**

- Page 1, Item 5. The matter of the caravan in the Gook car park. The Clerk will follow this up. **Clerk**
- Page 2, Item 9. Rover Tickets. The Clerk will chase this up with the new post holder. **Clerk**
- Page 3 Item 10. Councillor Isaac sent an email to Andy Brigden, Maritime Agency, asking if BAM Nuttall had now finished at the harbour. The reply was yes but there are still other things that need to be done and Andy Brigden has agreed to look for fresh funding to carry out this work.
- Page 3 Item 16. Training Day. Roz Baker, Cornwall Council Planning, has offered training on planning matters. It was agreed that the Clerk will liaise re suitable dates. **Clerk**
- Page 3, Item 19. The Clerk reported that the form has been sent to Parkeon to programme the winter rates.

**Item 10. PARKING IN PORTWRINKLE.** It was reported that a pro-forma order has been issued for the Traffic Regulation Order. Councillor Kennedy said that the only commitment at this stage is £500, for which CORMAC will invoice the Parish Council, and this is exactly in line with the agreement. In future this item will only be an agenda item if there is something to report.

**Item 11. TRAFFIC MANAGEMENT PLANS.** a) Councillor Bushrod gave a report and said that she and Councillor Kennedy had met with the clients for the Trecarrel development. Deliveries cannot be made to site because large vehicles cannot get to it. Large deliveries will be delivered to the seafront and taken to the site by forklift truck. It is intended to use emails and the notice board in Portwrinkle to alert residents of the dates and times of large deliveries. The Permissive Path between Whitsand Bay View and Trecarrel will have to be closed during construction for health and safety reasons; it is a private path and will be used for storage. The Permissive turnaround will still be available for residents to use. Susan's Lane should also be closed during construction hours, 7.30am -5.00pm Monday to Friday, in the interests of health and safety. Councillor Kennedy said that there is a need to go back to Steve Huckstep and add some points to the report and clarify others. Councillor Kennedy proposed that he and Councillor Bushrod agree the responses, circulate to everybody, and then it will be sent to Steve Huckstep by the Clerk. This was **RESOLVED, proposed by Councillor Isaac, seconded by Councillor Mathias and all were in favour.** Clerk Councillor McLaren and Councillor Bushrod had produced a report and drafted a letter which was sent by the Clerk to Cornwall Council. Steve Huckstep has complained about some of the content of the letter in relation to item 10 of the report. Councillor Kennedy said that, given that the resident in item 10 had not been contacted despite numerous requests it was not an unreasonable statement at the time it was sent. However, this had been rectified by the recent site visit. A letter will be drafted to be sent by the Clerk to Steve Huckstep with a copy to Stephen Foster, Cornwall Council.

b) Councillor Trubody, Cornwall Council, had sent the Parish Council's letter, regarding Construction Management Plans, to the Planning Department at Cornwall Council and Councillor Kennedy read out the reply. Councillor Kennedy suggested that the Parish Council writes to the Head of Area East Highways via Councillor Trubody because it wants to find a way that Construction Management Plans are considered sensibly. **Clerk/Councillor Kennedy**

**Item 12. ST JOHN AMBULANCE FIRST AID COURSE.** The Clerk reported that only three people had expressed an interest in the First Aid Course. Councillor Kennedy suggested that this is taken off of the agenda due to insufficient interest at the present time.

**Item 13. TRAFFIC THROUGH CRAFTHOLE**

Councillor Kennedy sent an email to Councillor Bert Biscoe, following the meeting at Crafthole. It was agreed that Councillor Kennedy should chase this up at the beginning of May. Highways have been asked to consider putting in a full hump by the village hall and there is a reasonable chance that this will be provided.

**Item 14. CIRCULAR FOOTPATH.**

Councillor McLaren said that the opening of the footpath was very well attended. The footpath is being used and is very successful but Councillor McLaren said that he has received some complaints about the sloping of the ends Councillor Bushrod asked if there was a chance of extending the footpath to the top of Donkey Lane and Councillor Kennedy said that this could well be something to consider for the future as there are a number of requests to take pedestrians off of the roads. Councillor Kennedy said that the real success of this footpath is the demonstration of how different bodies within the Parish can work together to get the funding for a project.

**Item 15. OPEN SPACE.**

Councillor McLaren reported that there will be a meeting on the 20<sup>th</sup> April and another on the 24<sup>th</sup> April, the purpose of which will be to finalise the application for funding and to approve the constitution of the Friends Group. Councillor Kennedy said that one of the issues with the current play area is the insurance of the equipment. Sheviocck Parish Playground Group has disbanded. It was agreed to add the play equipment to the Asset Register and inform the Parish Council's Insurers. It was suggested that the equipment is photographed and a price obtained for insuring it. **Clerk** A weekly inspection of the play equipment will be carried out by two Councillors. The Clerk will issue a form to be signed and returned to her. **Clerk**. Councillor Snowling will organise a rota for the inspections. **Councillor Snowling**

**Item 16. RAME CLUSTER GROUP NEIGHBOURHOOD DEVELOPMENT PLAN (NDP).**

Councillor Kennedy said that there had not been any meetings to report on. However, Cornwall Council Planning has said that it is not happy with the inclusion of development lines for this parish. Councillors Kennedy and Medway have now put the development lines into words for the plan which identify areas where development can take place and this has been resubmitted for approval.

**Item 17. CORRESPONDENCE:** To consider and **RESOLVE** Council's response to correspondence received.

- a) Email 13/3 – Steve Huckstep Traffic Management Plan Trecarrel. **Dealt with under Item 11 (a).**
- b) Email 13/3 – Sally Allen. Portwrinkle Parking. **Dealt with under Item 10.**
- c) Email 16/03 – Royal Mail response to query re painting and maintenance of post boxes in Sheviocck Parish. Photographs of the post boxes will be taken and sent to Royal Mail for inclusion on the list of boxes to be refurbished. **Clerk**
- d) Email 18/3 – Gina Varcoe Bin at top of Finnygook Beach. **Noted.**
- e) Email 23/3 – George Trubody re publicising of planning applications. Now that Cornwall Council does not advertise planning applications in the Cornish Times it was agreed to add the Council's website address to Planning on future agendas. **Proposed by Councillor Mathias, seconded by Councillor Bushrod and all were in favour. Clerk**
- f) Email 25/3 – Sally Allen. Portwrinkle Parking. **Dealt with under Item 10.**
- g) Email 26/3 – George Trubody giving the response from Planning re Traffic Management Plans. **Dealt with under Item 11 (b).**
- h) Email 26/3 – Deborah McCann re planning PA15/00968. **Dealt with under Item 7 (d).**
- i) Email 31/3 – Roger Martin re Gook Café. The Gook Café is to be renamed 'The Jolly Roger'. It was agreed that if the Dog Shelter does not require a planning application it is not the concern of the Parish Council. **Noted.** It was however noted that a sign has appeared in the highway visibility verge opposite the Cross in Crafhole advertising the café. It was agreed that the Chairman would contact Mr Martin and ask for this to be removed. **Councillor Kennedy**
- j) Email 2/4 - John Pollard 'The case for Cornwall'. The Clerk will send a reply stating that on the basis of the publication the Parish Council has serious reservations about whether Cornwall is a large enough entity to have the ability to manage devolution. **Proposed by Councillor Bushrod, seconded by Councillor McLaren, with all in favour. Clerk.**
- k) Email 6/4 - Roger Martin re Gook/ Jolly Roger Café. **Dealt with under (i) above.**
- l) Email 06/04 – Invitation to attend Library and One Stop shop Consultation. Councillors were asked to let the Clerk know if they wished to attend. **All**

**Item 18. UPDATES FROM OTHER GROUPS:**

**Rame Peninsular Public Transport Users Group.** Nothing to report.

**Renewable Rame.** There was nothing to report.

**CALC** – Councillor Kennedy reported that he and the Clerk had attended a training day on Audit and Finance regulations and listed some of the interesting points that came out of the day.

**Item 19. FINANCE.**

**a) Councillor Bushrod proposed and Councillor Isaac seconded and all agreed to the payment of the following Parish Account cheques and bank payments, as paid online in accordance with the bank mandate, April:**

- 300257 Sheviock Memorial Hall, rent for Clerk's office. £61.20
- 300258 P Burrige, Grass Cutting £91.43
- 300259 D Leonard, Footpath cutting - £72.00
- 300260 CALC , Annual Subscription 2015/16 – £244.19
- 300261 G K Gardening Services – Flowerbeds at Portwinkle -£35.00
- 300262 JRB Enterprise Ltd, Dog Bags - £168.00
- 300263 Torpoint Computers, New Computer for Office - £345.00
- 300264 N Bridgman, Dog Warden, March hours £85.50
- 300265 L Coles Clerk's Parish Hours for March £309.37
- 300266 L Coles Clerk's March Expenses £80.48
- 300267 Jacksons Fencing, 3 x Mobility Kissing Gates for Circular Footpath - £994.68
- 300268 Savills (UK) Ltd, Agreement for Circular Footpath with Antony Estate - £696.00
- Online - HMRC L Coles, Parish hours' PAYE and N Bridgman PAYE March £98.85
- Online – BT Payments, Telephone and Internet, Clerk's Office - £153.45

**b) Councillor Bushrod proposed and Councillor Isaac seconded and all agreed to the payment of the following Devolution Account bank payments, as paid online in accordance with the bank mandate, for April:**

- 300090 Cornwall Council, Non Domestic Rates for the Public Toilets - £816.00
- 300091 Cornwall Council, Non Domestic Rates for the Car Park - £900.00
- 300092 Bunzl Hygiene and Cleaning Supplies for the Public Toilets - £148.66
- 300093 M Jakes Cleaner's Wages March - £97.50
- 300094 L Coles, Clerk's March Devolution Wages - £58.93
- Online - HMRC L Coles PAYE Devolution March £14.75

**Alto Card Expenditure:** Slingsby Invoice for purchase of 2 Notice Boards for the Circular Footpath - £156.70

**Parish Income: £9146.71** - £8521.28 Precept, £250.43 Council Tax Grant, £140.00 Donation for Dog Bags, £235.00 Sponsors of Fence Posts (Circular Footpath).

**Devolution Income:** Mooring Fees £98.49

**c) Grass Cutting Requirements.** Councillor Kennedy will give the Clerk a footpath map with the cutting requirements and the Clerk will then issue the order to the Contractor.

**Item 20. ITEMS FOR INCLUSION IN FUTURE MEETINGS.**

Discussion arising from the Councillors' Training Day.

**Item 21. DATE OF NEXT MEETING**

The next meeting of the Parish Council will be held on Monday 11<sup>th</sup> May 2015 following the Annual Parish Council Meeting.

There being no further business the Chair closed the meeting at 9.26 pm.

Signed..... Date.....  
Chairman, Sheviock Parish Council