



SheviocK Parish Council

The Bill Warren Room, SheviocK Memorial Hall, Craffhole, Torpoint, Cornwall, PL11 3DG
Clerk: Mrs Linda Coles Telephone: 01503 232996 Email: sheviocKpc@btinternet.com

The Minutes of the Parish Council Meeting held on Monday 11th April 2016 in the Methodist Church Schoolroom, Craffhole, commencing at 7.44pm, following the Annual Parish Meeting.

Present: Councillors C Kennedy, Chairman, S Medway, Vice Chairman, J Isaac, Mrs Jenny Bushrod, P McLaren, Mrs D Mathias and M Snowling.

In Attendance: L Coles, Parish Clerk.

There were 2 members of the public present.

The Chairman asked, with the agreement of the Members, for Item 11 of the agenda to be brought forward to be discussed between Items 6 and 7 for the convenience of the members of the public.

Item 1. APOLOGIES: None.

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.

There was no monthly report available but this had been covered by PC John Riggall in the previous meeting (APM).

Item 5. PUBLIC PARTICIPATION. David Dunn reported that the smell of sewerage is as bad as ever. The Clerk had received a telephone call from South West Water stating that the tank at Tredis View has been cleaned and the odour problem dealt with. The Clerk will report back to SWW regarding the re occurring smells. **Clerk** David Dunn reported that the speed cushion by Sydenham House is wearing away. The Clerk will report to Highways. **Clerk** An email had been received from Malcolm Biles requesting that two speed cushions are increased to fit the width of the road. Clerk to contact Highways. **Clerk** Cllr Medway said that a resident has reported to him that a visitor to the village has damaged two tyres on the chicane at the bottom of West Lane because the white paint has worn away and it is no longer visible in the dark. Cllr Kennedy said that the Parish Council will paint the chicane, although it is Cornwall Council's responsibility, and it was agreed by all to purchase the paint necessary for the job to be carried out. The Clerk had received a letter from Mrs Barbara Snowling regarding the removal of the trees along the edge of the A374, which now exposes a 50ft drop and presents a potential hazard for motorists, especially in the dark. The Clerk will draw Highways attention to this hazard. **Clerk** Cllr Kennedy reported that he has received an email from The Cornish Times asking for answers to questions about parking in Portwrinkle and problems at the Jolly Roger Café. The Parish Council gave its permission for Cllr Kennedy to reply. **Cllr Kennedy**

Item 6. RESPONSE TO PUBLIC PARTICIPATION Responded to as above.

Item 11. BUS SHELTER AT PORTWRINKLE

- a) Update on bus usage from the Rame Public Transport Users Group. Bryan Pullinger had reported this in the Annual Parish Meeting (see Minutes of that meeting).
- b) Quotations for the supply and installation of the bus shelter. The revised location of the bus shelter, on the recommendation of the Road Safety Team at Cornwall Council, had been agreed by the Parish Council at its

March meeting. The Clerk had obtained, and circulated to Members, three quotes from manufacturers for bus shelters and had also contacted CORMAC for a quote. There is grant funding available through Cornwall Council, £3k. Cllr Kennedy suggested that two members look at the options in detail and speak with the manufacturers. It was agreed that Cllr Medway and Cllr Kennedy will progress this. **Cllrs Medway and Kennedy**

Item 7. PLANNING

a) Planning applications received before the Agenda was finalised:

PA16/02282, Mr and Mrs Prisk, 4 Carew Close, Crafhole, Torpoint, Cornwall PL11 3EB. Replacement of existing porch with gabled design plus landscaping improvements. Cllr McLaren has visited neighbours, who have no objections to the application. It was **RESOLVED** to support this application. **Cllr McLaren proposed, Cllr Medway seconded with all in favour.**

PA16/02681, GW Earle Hotels Ltd, Whitsand Bay Hotel, Finnygook Lane, Portwrinkle, Torpoint PL11 3BU. Variation to Condition 11 to planning application PA13/06158 dated 7th January 2014, Units 4,5 and 9-19 inclusive for holiday accommodation only namely the original Ecological Mitigation Plan, dated August 2014, submitted by Richard Green Ecology, has been updated. **Noted**

b) Details of Planning Applications received after the Agenda was published:

PA16/02723. Cote Park House, Horsepool Lane, Sheviock, Cornwall PL11 3EN. Felling of an Ash Tree. Notification only not for Consultation. **Noted**

c) Cornwall Council's Response to Planning Applications:

PA16/02045, Prior Notification of Planning Application for the proposed demolition of holiday bungalows 1, 2, and 3 Whitsand Bay, Portwrinkle, Torpoint PL11 3BU – The Villas, Finnygook Lane, Portwrinkle, Torpoint, Cornwall PL11 3BU. **Prior approval not required. Noted**

PA16/01682, Mr Nick Roberts, Fountains Direct Limited, Kerslake House, Sheviock, Torpoint, Cornwall. Erection of a new garage. **Approved with conditions**

PA16/01253 Glebe Barn, Sheviock, Torpoint, Cornwall PL11 3EH. Removal of 3 small apple trees and prune another - **Decided not to make a TPO (TCA apps).**

Letter received from Cornwall Council (Item 15 (a) of agenda refers) re **PA16/00784** Linden Cottage, Georges Lane, Sheviock, Works to Lime Tree – **Tree Preservation Order 2016 placed on Lime Tree. Noted and copy of Order placed on file.**

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 14th March 2016.** It was **RESOLVED** to approve and sign the minutes as a true record of that meeting. **Cllr Isaac proposed and Cllr Medway 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 or included on the Action Tracker (Appendix 1).

- Action Tracker- The Clerk will write again to Steve Huckstep and ask for grass seeds to be sown on the verge at Portwrinkle. **Clerk**
- Action Tracker – Cllr Isaac reported that the Notice Board has been opened at the harbour.
- Action Tracker – Horses in the Harbour – The Clerk will follow up report from Jon James, Cornwall Council. **Clerk**
- Action Tracker – The Clerk will reopen discussion with SWW as per item 5 of these minutes. **Clerk**
- Action Tracker - The Clerk will follow up Environmental services re The Jolly Roger Café. **Clerk**
- Action Tracker – The Clerk will contact CORY re the mechanical road sweeper. Donkey Lane has not been swept. **Clerk**
- Action Tracker – Parish Surgery on 7th May, Cllr Medway will be replaced with Cllr Snowling, and 10th September, Cllr Snowling will be replaced with Cllr Medway. Clerk to update Action Tracker and Calendar on Website. **Clerk**
- Page 3, Item 11. Cllr Kennedy asked the Members to consider the second May Bank Holiday weekend for the opening of the Open Space and the new facilities at the Harbour. This was agreed by all. Cllr's Isaac and Bushrod will advise on opening the Harbour facilities. **Cllrs Isaac/Bushrod**
- Page 3, Item 13. Cllr Kennedy said that he and the Clerk will look at the list of Parish Council Policies, prior to the May meeting, when they will be allocated to Members for checking in time for them to report to the May meeting. **Cllr Kennedy/Clerk**

Item 10. NEIGHBOURHOOD WATCH

- a) Rex King has agreed to continue as the NW Co-ordinator for Sheviock, Frank Messa has agreed to be NWC for

Burns View, Cllr Snowling is the NWC for Cross Park and Fayre Hardy has volunteered to be NWC for the top end of Portwrinkle.

- b) Cllr Kennedy suggested meeting with the above to find out how many more co-ordinators are needed. Cllr Isaac said that, once there are co-ordinators in place, he will contact the Neighbourhood Watch Office at Torpoint to come and meet them.

Item 11. BUS SHELTER AT PORTWRINKLE Already covered between Items 6 and 7.

Item 12. NEIGHBOURHOOD PLAN – TRANSPORT INFRASTRUCTURE. The Members had studied the CD, which had been circulated, giving details of the proposals. There is a real chance that this can happen within the current LTP3 if all of the Rame Cluster parishes agree. It was **RESOLVED** to support Option 4 (Orbital Junction – restricted movements) – Antony Junction Improvement and Crafhole Circulatory System, as recommended in the Rame Peninsular Traffic Management Phase 2 Feasibility report. **Proposed by Cllr McLaren, seconded by Cllr Medway, with all in favour.**

Item 13. WEBSITE RESTRUCTURE Cllr Kennedy asked for comments on the restructure. Cllr Bushrod said that she feels that finding some of the information is not very intuitive. Cllr Medway said that he had similar thoughts. Cllr Kennedy asked for views to be sent to him and he will look take their comment on-board and revise the layout. **All**

Item 14. REVIEW OF PARISH CLEAN DAY The Parish Clean Day had been a huge success and it was agreed to organise another event for the Autumn.

Item 15. CORRESPONDENCE. To report Council's response to the following:

- a) 11/03/16 Letter from Cornwall Council notifying a TPO for Linden Cottage, Sheviock. **Dealt with, Item 7, d.**
- b) 18/03/16 Email from Police and Crime Commissioner re Notice of Elections. **Noted**
- c) 22/03/16. Email from Kirsty Philpott, Cornwall Community Foundation, re Renewable Energy Grants. **Noted**
- d) 25/03/16 Email from Ivan Monk re 'Cornwall for Sale' issues. **Noted**

Item 16. UPDATES FROM OTHER GROUPS:

Neighbourhood Development Plan. Cllr Medway said that there have not been any meetings.

Rame Peninsular Public Transport Users Group. Cllr Mathias said that she is being drawn into a more active role than she understood would be required, as a Parish Council representative.

Open Space Sub Group. The Viridor funding application is being looked at by Karen Baker and the Clerk and will be submitted before the end of this week.

Flower Beds Sub Group. Jean Wilkinson wanted to give her thanks to Cllr McLaren for his help with the flowerbeds.

CALC– Cllr Kennedy reported that there is a meeting tomorrow.

Coastal Communities/ Coastal Revival Fund – Cllr Isaac said that there has not been a meeting of the CCG. He reported that both racks for the Harbour Project have been made and a date is to be agreed to install them. The winch has been paid for and is being delivered within the next week and, once received, a suitable container in which to keep it will be identified. The Licences for Harbour users will need to be updated to require owners to have insurance There will be a new licence drawn up for the kayak rack and the winch. Cllr Kennedy asked for these to be updated in time for the May meeting so they could be agreed and invoices issued immediately after the May meeting. **Cllr's Isaac and Bushrod**

Item 17. FINANCE.

a) Clerk had circulated the list of cheques and payments for approval.

b) Cllr Medway proposed and Cllr Isaac seconded and all agreed to the payment of the following Parish/ Devolution Account cheques and bank payments, as paid online in accordance with the bank mandate, April:

- 300362 - Sheviock Memorial Hall, rent for Clerk's office - £62.42
- 300363 – Crafhole Methodist Church – Hire of Schoolroom for meetings 2015/16 - £168.00
- 300364 – CALC- Annual Membership Subscription 2016/17 - £255.18
- 300365 – G Kennedy – Refreshments for the Emergency Plan Meeting - £5.07
- Online - L Coles, Clerk's Parish hours March + additional hours + tax rebate - £617.71
- Online – JRB Enterprise – Dog Bags, Invoice: 15209 - £168.00
- Online – N Bridgman Wages for March, as per schedule - £127.60
- Online - CALC – 8 x copies of 'Good Councillor Guide 2016' - £16.00
- Online – Torpoint Computers – Equipment for paperless planning - £587.00
- Online – Super Power Winch UK Limited – Winch and ropes for harbour - £867.30

- Online - M Jakes Cleaner's Wages March - £133.45
- Online - L Coles, Clerk's March Devolution Wages - £100.56
- Online – Cornwall Council, Business Rates for Public Toilets 2016/17 - £822.80
- Online – Cornwall Council, Business Rates for Car Park 2016/17 - £907.50

Alto Card Expenditure: None

Income: Cornwall Council Precept, first payment, £9373.41

Cornwall Council CTS Grant, first payment 2016/17 £214.38

Donation for Dog Bags, £140.00

c) The Bank Reconciliation for March was received, checked and signed by Cllrs Isaac and Snowling.

d) It was **RESOLVED** to accept the Clerk's request for training as follows: Cornwall Council, Excel Intermediate, £70, Cornwall Council, Outlook Basic, £70, and 50% of cost of Clerk's membership to the SLCC, £89.50. Dates for the training are to be confirmed by Cornwall Council. **Proposed by Cllr Medway, seconded by Cllr Bushrod with all in favour.**

Item 19. ITEMS FOR INCLUSION IN FUTURE MEETINGS.

Due to the Clerk's annual leave the June Parish Council meeting will be held on **Tuesday 7th June.**

Item 20. DATE OF NEXT MEETING

The next meeting of the Parish Council will be the Annual Parish Council Meeting to be held on Monday 9th May 2016, commencing at 7.00pm, followed by the monthly Parish Council Meeting.

There being no further business the Chair closed the meeting at 9.35pm.

Signed..... Date.....

Chairman, SheviocK Parish Council

NB. A copy of these Minutes can be found on the SheviocK Parish Council Website: www.sheviocKparish.org.uk