



Sheviocq Parish Council

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

The Minutes of the Parish Council Meeting held on Monday 15th May 2017 in the Methodist Church Schoolroom, Crafhole, commencing at 7.21pm

Present: Councillors S Medway, Chairman, Mrs Paula Brooks, Vice Chairman, J McGuinness and Mrs D Lester.

In Attendance: L Coles, Parish Clerk, Cllr G Trubody (Cornwall Council).

There were 5 members of the public present.

Item 1. APOLOGIES: None

Item 2. DECLARATIONS of INTEREST. (a) AGENDA ITEMS. None **(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. PUBLIC PARTICIPATION. A request for a representative from the Parish Council for the RPTUG was received. It was agreed that if there is a reason for liaising with the group then someone from the Parish Council will attend. It was agreed that Cllr Brooks will attend the next meeting of the CCT on 5th July, when the junction at Antony will be discussed.

The hedge on the right-hand side of Horsepool Road is very overgrown. The Clerk will contact Paul Cressy, Antony Estate. **Clerk**

It was reported that the extension to the concrete hump by the pump is on the schedule of the Countryside Access Team to address the problem.

Antony Estate has looked at the run-off at the top of the hill on the B3247 and Paul Cressy is looking at the potholes and looking at ways of mitigating the run-off.

It has been noticed that parents dropping off children at the Pre-School are still parking on the double yellow lines. There are concerns for the children's safety. Cllr Brooks said that parents are advised not to park on the yellow lines and can only advise on child safety. The Clerk will ask the police if anything can be done. **Clerk**

The SLA for the dog control has been modified and sent to the Clerk who will forward it to the three participating parishes and it will be an agenda item for the next meeting. **Clerk**

Cllr McGuinness has been asked if there can be dog bins in Tredis. The Clerk reported that CORY will not add any new bins to their collection schedule. The Clerk will ask CORY if there is a solution to this problem. **Clerk**

It was reported that vehicles turning right from the A374 and then right at Polscoe to Tredis cannot see traffic coming down the hill, there is no visibility at all. The Clerk will contact Highways about this. **Clerk**

The Clerk will ask Highways if it is possible to have a virtual pavement between the chicanes, from Sydenham House to Sheviocq Lane. **Clerk**

It was reported that the bin at the Jolly Roger Café has been sorted.

Item 5. RESPONSE TO PUBLIC PARTICIPATION Responded as above.

Cllr Medway said that, with the permission of the Members, item 9 of the Agenda would be brought forward to immediately follow Public Participation to enable the members of the public present to speak on it.

Item 9. TRAFFIC THROUGH CRAFTHOLE.

- a) **Update on the Traffic Light Trial.** Cllr McGuinness produced a document about the objectives for the trial. He has had a meeting with Matt Phillips, Cornwall Council to get advice on the criteria for measuring the results of the trial, baseline data will need to be collected for the first two weeks of July, the trial data will be collected from the second two weeks of July through to the end of the first two weeks of August and then baseline data will be required for the two weeks at the end of August. Discussion followed. Volunteers will be needed to capture the data required, ideally a small project team will be formed from interested parties. A rota will be put together once the criteria is known. COVAG agreed to mail shot the residents and put out a request for volunteers. Cllr McGuinness will circulate his document to the other Members and a public meeting will be arranged.
- b) **Update on Air Pollution Monitoring.** The diffusion tubes are in place in the best places, as agreed with Cornwall Council. Cllr McGuinness will follow up with Environmental Protection on how the pollution is measured and the results of the monitoring. Air pollution monitoring results will be collated as part of the traffic light trial.

Item 6. PLANNING

- a) **Planning applications received before the Agenda was finalised:**
PA17/04114, Mrs Joanne Moss, 1Horsepool Road, Shevioc PL11 3EP. Application for a non-material amendment for moving the utility room window to the south elevation and create an additional window on the east elevation for the recreation room following grant of planning approval PA16/07201. There is no impact on neighbours. Following discussion, it was **RESOLVED** to support this application, **proposed by Cllr Medway seconded by Cllr Brooks with all in favour.**
- b) **Details of Planning Applications received after the Agenda was published:** None received.
- c) **Cornwall Council's Response to Planning Applications:** None received.
- d) **Other Planning Matters.** Cllrs Brooks and McGuinness will attend the Planning Training with the Clerk on June 14th at Chy Tremain, Bodmin.

Item 7. MINUTES or NOTES FROM THE FOLLOWING MEETINGS TO BE APPROVED AND SIGNED

- a) The Minutes of the Parish Council Meeting held on Monday 10th April 2017. It was **RESOLVED** that the Chairman should sign the Minutes as being a true record of that meeting. **Cllr Brooks proposed, Cllr McGuinness seconded and all were in favour.**
- b) The Minutes of the Annual Parish Meeting held on Monday 10th April 2017. These minutes will be available for approval at the Parish Council meeting to be held on Monday 12th June.

Item 8. 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).

All items are covered in these minutes.

Item 9. TRAFFIC THROUGH CRAFTHOLE. Already covered

Item 10. HIGHWAY MATTERS. (i) A meeting was held with Paul Allen(PA), CORMAC, at Donkey Lane to discuss the problems. PA agreed to have the hedges cut back and will look at the repairs to the road surface.

(ii) The worst part of the potholes in Tredis have been covered. The decals in Shevioc Lane are scheduled to be done. The Clerk will chase Highways regarding the fallen earth from the bank opposite Lynher House. **Clerk**

Item 11. PUBLIC ACCESS DEFIBRILLATOR SERVICE IN SHEVIOCK PARISH.

The defibrillator for the Memorial Hall has been installed. The Clerk will contact Aiva to confirm the wattage for the boxes and then inform Western Power. **Clerk**

Item 12. WEBSITE. It was **RESOLVED** that Chris Kennedy can help the Clerk by maintaining non-Parish Council items on the PC Website. **Proposed by Cllr McGuinness, seconded by Cllr Lester with all in favour.**

Item 13 CORRESPONDENCE. To report Council's response to the following:

- a) 05/05– Email from Dave Potter re Tour of Britain 2020. **Noted**

Item 14. UPDATES FROM OTHER GROUPS: Neighbourhood Development Plan. 88% voted in support of the NDP and so it has been adopted. The Clerk will send a letter of congratulations and thanks to the committee. **Clerk.**
Flower Beds Sub Group. Cllr Brooks will look at the flowerbeds over the next 6 weeks whilst Jean Wilkinson is away.
CALC– Nothing to report. **Coastal Communities Group/HUG.** Cllr Lester will cover this in future. **Footpaths.** These will be covered by Cllr Medway and the Clerk will liaise with the Contractor. **Open Space/Play Park.** Cllr Brooks will be assessing in future and the Clerk will provide a spread sheet for recording. **Clerk**

Item 15. FINANCE.

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

b) Cllr Brooks proposed and Cllr McGuinness 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 May:

- Online – L Coles, Clerk's Parish Hours April
- Online – L. Coles, Parish Expenses - £83.90
- Online - JRB Enterprise Ltd, Dog Bags- £168.00
- Online – Launceston Town Council – £66.00
- Online – CALC, Annual Membership subscription - £265.83
- Online – Sheviok Memorial Hall, rent for Clerk's office, May- £63.25
- Online – ZOLL Medical UK, defibrillator and cabinet - £1620.00
- Online – AON UK Ltd, annual Parish Insurance - £367.35
- Online – M Jakes, Cleaner's wages for April
- Online – L Coles, Clerk's Devolution Hours April
- Online – SWW, quarterly water bill for public toilets – £210.03
- Online – Derrington Locksmiths, Parking Meter repair - £45.00
- Online – Parkeon Ltd, New locks for Car Park Machine - £169.20
- Online – Dean Leonard, cutting flowerbeds – £12.00
- Online – Teignbridge Council, purchase of car park machine - £558.40
- Online – SW Hygiene, sanitary bins for public toilets - £207.67
- Online – Jean Wilkinson, various receipts for the flowerbeds - £117.80

Income: HMRC VAT Reclaim £527.45, Cornwall Council Precept, first payment, £9842.08, Cornwall Council CTS Grant, first payment £169.99, Donations £229.99 Car Park Revenue £1283.90, Weekly Tickets £105.00

c) The Bank Reconciliation for April was received, checked and signed by **Cllrs Medway and McGuinness.**

d) Dog Bags funding. It was agreed to look at this item at the September meeting, when it will be agendered.

Item 16. ITEMS FOR INCLUSION IN FUTURE MEETING.

There were no items brought forward.

Pursuant to the Public Bodies (Admission to Meetings) Act 1960, the press and public were excluded from the meeting and Council moved into Closed Session.

Item 17. CLOSED SESSION

The matter of the cleaner for the public toilets was discussed and it was **RESOLVED** to increase the hourly rate of pay. **Proposed by Cllr Brooks, seconded by Cllr McGuinness with all in favour.**

Item 18. DATE OF NEXT MEETING

The next meeting of the Parish Council will be held on Monday June 12th2017, commencing at 7.00pm. There being no further business the Chair closed the meeting at 9.15pm.

Signed..... Date.....
Chairman, Sheviok Parish Council

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