



*SheviocK Parish Council*

The Bill Warren Room, SheviocK Memorial Hall, Crafhole, Torpoint, Cornwall, PL11 3DG  
Clerk: Mrs Linda Coles Telephone: 01503 232996 Email: [sheviocKpc@btinternet.com](mailto:sheviocKpc@btinternet.com)

**The Minutes of the Extraordinary Parish Council Meeting held on Monday 24<sup>th</sup> July 2017 in The Methodist Schoolroom, The Methodist Chapel, Crafhole, commencing at 7.00pm.**

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

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

There were 14 members of the public present.

**Item 1. APOLOGIES:** None received

**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. CO-OPTION OF NEW COUNCILLORS**

It was **RESOLVED** to advertise the three Casual Vacancies, arising from the recent Elections, **proposed by Cllr McGuinness, seconded by Cllr Brooks, with all in favour.** Clerk to advertise. **Clerk**

**Item 5. PUBLIC PARTICIPATION**

- A member of the public asked whether the Parish Council was notified about Drone flights or their permission to fly. The answer was no.
- It was reported that Donkey Lane is still in a terrible state, the hedges are severely overgrown and the road maintenance that had been promised by CORMAC has not been carried out. The lane is now impossible to traverse and it is the only alternative route into and out of Portwrinkle. The Clerk will contact Paul Allen again. **Clerk**
- The Clerk will write to Kevin Andrew to ask if he will be responsible for and maintain the seat that has been put on the Circular Footpath. **Clerk**
- The Clerk will chase the progress on a Dog Bin for Tredis. **Clerk**
- The Clerk reported that Footpath No.8, in Tredis, has been cut.
- The Clerk will chase progress/response about the turning to Tredis at the bottom of Polscoe Hill. **Clerk**

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

**Item. 7 PLANNING**

- a) PA17/05938.** Mr Jess Earle, GW Earle Hotels Ltd, Whitsand Bay Hotel, Finnygook Lane. Portwrinkle, Torpoint. Construction of a terrace of five dwellings (revised proposal following approval of application re. PA17/00008). The Agent outlined the new plans and explained differences. Following discussion, it was **RESOLVED** to support this planning application, **proposed by Cllr McGuinness, seconded by Cllr Lester with all in favour.**

PA17/03292. Mr John Michael Snowling, Shevioc Memorial Hall, Crafhole, Torpoint, Cornwall. Remove kerb edges and replace with drop kerbs. Car park entrance has been increased in width for safe access by all types of vehicle. Following discussion, it was **RESOLVED** to support this application, **proposed by Cllr Brooks, seconded by Cllr Lester with all in favour.**

- b) **Details of planning applications received after the agenda was published:** None received.
- c) **Planning decisions from Cornwall Council:** None received.
- d) **Other planning matters.** The Clerk reported that she has booked places on the Planning Induction Training at Liskeard on the 9<sup>th</sup> August. Cllrs Lester and McGuinness will attend. The Clerk will pass their details to Cornwall Council. **Clerk**

**Cllr Medway said that, with the permission of the Members, Item 10 of the Agenda would now be brought forward to enable the members of the public present to speak on it.**

**Item 10. TRAFFIC THROUGH CRAFTHOLE.** It was reported that this is a planned project for the assessment of a Traffic Light Trial and when the figures are collated they will lead to a decision. Pollution levels are being monitored and noise levels are being recorded. There was a meeting of the Project Board this evening at which questions were raised about the levels of traffic congestion and it has been decided that Cornwall Council Highways will be asked to attend and consider whether it is safe to continue the trial in its present format. Cllr McGuinness will contact Highways. Cllr McGuinness The Project Plan and associated documents can be found on the Parish Council website, [www.sheviocparish.org.uk](http://www.sheviocparish.org.uk) .The traffic lights will be turned off on the 6<sup>th</sup> August for the Mount Edgcombe Rally.

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

- a) The Minutes of the Parish Council meeting held on the 12<sup>th</sup> June 2017. It was **RESOLVED** that the Chairman should sign these Minutes as a true record of that meeting. **Proposed by Cllr Lester, seconded by Cllr Medway, with all in favour.**
- b) The Minutes of the Parish Council meeting held on the 10<sup>th</sup> July 2017. It was **RESOLVED** that the Chairman should sign these minutes as a true record of that meeting. **Proposed by Cllr Brooks, seconded by Cllr Medway with all in favour.**

**Item 9. TO REPORT MATTERS ARISING FROM THE ABOVE PARISH COUNCIL MEETING MINUTES**

There were no matters arising from the Minutes of the 12<sup>th</sup> June.

Matters arising from the Minutes of the 10<sup>th</sup> July:

- The roadworks reported at the bottom of Horsepool Road was Open Reach installing superfast Broadband
- The Clerk will chase up the cutting of the hedges at the bottom of Shevioc Lane. Clerk
- It was **RESOLVED** to add the trimming around the post box and telephone kiosk in Shevioc to the schedule of Amenity cuts. **Proposed by Cllr Lester, seconded by Cllr Brooks with all in favour. Clerk**
- Cllr Brooks reported that the decals in Shevioc Lane have been completed.

**Item 10. TRAFFIC THROUGH CRAFTHOLE.** Already covered.

**Item 11. HIGHWAY MATTERS**

The Clerk will ask Traffic Enforcement to cover Whitsand Bay View when attending. **Clerk**

**Item 12. OPEN SPACE**

It was **RESOLVED** that the Clerk and Chris Kennedy can complete an application and submit it to Tesco Bags for Life for funding for the Open Space. **Proposed by Cllr Brooks, seconded by Cllr McGuinness with all in favour.**

**Item 13. DEFIBRILLATORS**

The Clerk updated the Members on the position regarding the installation of the remaining five defibrillators. It is hoped to have them installed by the end of September.

#### **Item 14. ELECTORAL REVIEW OF CORNWALL**

The Members considered the questions asked by the Local Government Boundary Commission and Resolved to answer as follows:

- 1) No, the Parish Council does not feel that 87 is the right number of councillors to be able to take decisions effectively.
- 2) No, the Parish Council does not believe that a council size of 87 would enable Cornwall Council to represent the interests of all Cornwall's communities.
- 3) Shevioc Parish Council's alternative number of councillors is 130, which it believes is comparable with other areas of the UK as a percentage.

The Clerk will submit the Council's response. **Clerk**

#### **Item 15. CORRESPONDENCE**

- a) Email re Horse Riders on the road. **Noted**
- b) Planning Newsletter. **Noted**
- c) Email re CCTV – it was agreed that a Member had attended a meeting regarding CCTV and had reported his findings at a Parish Council meeting earlier in the year at which it was resolved not to pursue the matter any further.
- d) Email re seagull nests, it was agreed that this is not a matter for the Parish Council.
- e) Email re Dog Ban and Enforcement SLA. It was agreed that these are two separate issues. The SLA contracts Enforcement to police the parking at Portwrinkle and the Parish Council has negotiated the incorporation of Dog Warden facilities, which duties are to be carried out by the Enforcement Officer on the same visit. When the signed copy of the SLA has been returned to the Parish Council it will be published on the website. The signs for the Dog Ban for Harbour Beach are deemed to be clear. A discussion followed regarding signage and monitoring of the Dog Ban. If the Parish Council receives significant representation then a review of the Dog Ban might be considered.
- f) Email re camper vans using the car park overnight. This is not permissible and the sign in the car park quite clearly states 'no overnight camping or sleeping in vehicles'. Under the new SLA the Enforcement Officer will attend on two occasions after 6pm during the summer months. The position is supported by the Parish Council which is doing what it can with limited resources.
- g) Letter brought forward from the Parish Surgery requesting a pedestrian crossing sign. The clerk will speak to Highways. **Clerk**
- h) It was reported that an Emergency Plan Co-Ordinator replacement is needed following Mr Hardy's move from the Parish.
- i) Chris Kennedy is forming a Working Group to cut the hedges on the footpaths. The Clerk will write to the Landowners requesting permission to put any arisings back onto their land. **Clerk**
- j) The Parish Council has been asked to support a grant application on behalf of St Mary's Church, Shevioc. The Clerk will send a letter of support. **Clerk**
- k) Roger Martin has asked if the Parish Council wishes to continue with the arrangement of a bin at the Jolly Roger Café this summer. The Clerk will contact and confirm. **Clerk**

#### **Item 16. UPDATES FROM OTHER GROUPS**

**NDP**- nothing to report. **Flower Beds Sub-Group**, Cllr Brooks reported that the beds have been entered in the Annual Flower Show Competition. **Coastal Communities Group**, nothing to report. **Community Network Meeting**, Cllr Lester said that the meeting was about the Electoral Review and recycling. **Play Park and Open Space**, an application to Awards4All has been submitted for the remaining play equipment. **Footpaths**, the Circular Footpath has been cut, as has the Footpath No.8 at Tredis. There was some discussion about maintenance for Footpath No.8 going forward.

#### **Item 17. CLERK'S POST**

It was agreed to form the necessary committees once the applications have been received and the closing date, 28<sup>th</sup> July, has passed. The date for interviews was set at Friday the 18<sup>th</sup> August.

## Item 18. FINANCE

- a) Payments to be approved for July, circulated to Members for approval
- b) It was **RESOLVED** to pay the online bank payments, as paid in accordance with the bank mandate, covering the Clerk's wages/expenses/Cleaner's wages for June and external purchases for June/July. **Proposed by Cllr Lester, seconded by Cllr Brooks** with all in favour to pay the following Parish/Devolution Account cheques and bank payments:
- Online- L Coles, Clerk's salary for June
  - Online- Viking Direct, Invoice 968493, stationery, stamps and ink cartridges(black) - £188.37
  - Direct Debit- NEST Pensions, contribution for Clerk - £12.24
  - Online- Viking Direct, Invoice 978180, new chair for Clerk's Office - £133.51
  - Online- Upson Downs, Notice Board for Play Park - £108.00
  - Online- Sheviok Memorial Hall, Rent for Clerk's Office for July - £63.25
  - Online- L Coles, Parish expenses for May/June - £91.16
  - Direct Debit- Lloyds Bank, Multipay Card Fee for June - £3.00
  - Online- BT, quarterly telephone bill - £288.63
  - Online- Green Scheme Ltd, purchase of new Toddler Swing - £1440.00
  - Online- Mrs P Brooks, expenses for attending councillor training - £11.30
  - Online- Mrs D Lester, expenses for attending councillor training - £13.20
  - Online- M Jakes, Cleaner's June salary
  - Online- L Coles, Clerk's devolution hours for June
  - Online- RS Engineering, new Kayak frame - £1320.00
  - Online- Bunzl Ltd, Invoice:07/228048, Toilet Supplies - £145.11
  - Online- L Coles, Clerk's July expenses - £27.00
  - Online- Viking Direct, Invoice 119122, stationery and colour ink cartridges - £65.95
  - Online- Mrs P Brooks, purchase of seagull proof refuse bags - £17.50
  - Online- Dean Leonard, Footpath cuts £266, Amenity cuts £204, Circular Footpath cuts £168, Play Park and Open Space cuts £288- Total £926.00
  - Online- L Coles, devolution expenses for July - £4.50
- c) Cllrs McGuinness and Lester signed the Bank Reconciliations as being correct
- d) It was **RESOLVED** to issue a car park permit to the Clerk and the Chairman for use when on Council business at Portwinkle. **Proposed by Cllr Brooks, seconded by Cllr McGuinness, with all in favour.**
- e) Cllr Brooks has purchased some seagull proof refuse sacks and these are offered for sale from the Clerk's Office. It was suggested that some are given to the Community Shop to sell.
- f) It was **RESOLVED** that two Members mat authorise the July salary payments online, due in August when there is no meeting of the Council. **Proposed by Cllr McGuinness, seconded by Cllr Lester with all in favour.**

## Item 19. ITEMS FOR INCLUSION IN FUTURE MEETINGS

- Casual Vacancies
- Appointment of new Clerk

Cllr Medway extended the sincere gratitude of the Parish Council to Cllr McGuinness for all his work on the Traffic Light Trial.

## Item 20. DATE OF NEXT MEETING.

The next meeting of Sheviok Parish Council will be on Monday 4<sup>th</sup> September in The Methodist Schoolroom, Methodist Chapel, Crafhole commencing at 7pm.

There being no further business the Chair closed the meeting at 8.50pm.

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](http://www.sheviokparish.org.uk)**