



SheviocK Parish Council
The Bill Warren Room, SheviocK Memorial Hall, Crafhole, Torpoint, Cornwall, PL11 3DG
Clerk: Mrs Nancy Gray Telephone: 01503 232996 Email: sheviocKpc@btinternet.com

The Minutes of the SheviocK Parish Council Meeting held on Monday 12th February 2018 in the Schoolroom, Crafhole Methodist Chapel, Crafhole, commencing at 7.00pm.

Present: Councillors: Chairman Mr S Medway, Vice Chair Mrs P Brooks. Cllr E. Ling, Cllr W. Evans, Parish Clerk Mrs N. Gray. Cornwall Councillor Mr G Trubody. PCSO John Riggall
There were 4 members of the public

1. **APOLOGIES:** Cllr McGuinness.
2. **DECLARATIONS of INTEREST. (a) AGENDA ITEMS.** None. **(b) GIFTS** None received
3. **CONSIDERATION OF WRITTEN REQUESTS FOR DISPENSATIONS.** None received
Police Report: PCSO John Riggall will forward the website details from which crime reports can be uploaded although he is aware that this is not always updated and will be chasing this up. He advised that the speed watch site on the A374 in SheviocK has been deemed unsafe although 3 remain within the Parish. It will be discussed at a meeting in March between the The Devon and Cornwall Community Speed Watch Co-ordinator, Speed Watch personnel and Road Safety Officer. Finally, he advised that he is retiring on the 31st of March, however, there is a new PCSO, Sid Lawrence, covering the Town/ rural areas. The Chair thanked him for efforts past and present and wished him an enjoyable retirement.
4. **PUBLIC PARTICIPATION & 5. RESPONSE. The following concerns were raised and responses provided.**
 - Mr Snowling was pleased that action is being taken to formulate a bypass system/improve the junction at Antony. Cornwall Cllr G Trubody stated that following the Cluster meeting all 5 Parishes accepted that Antony Junction is now a priority. It has been costed with funding streams being investigated.
 - Mr Kennedy reported that a £1000 grant has been guaranteed by Tesco for the Open space. This could be increased to £2000 or £4000 depending on the number of “votes by token” received at the Tesco Callington stores this March and April. He encourages parishioners to visit and vote if heading that way. This should help to fund a disabled pathway and seat/table. **Cllr Medway** to put in Newsletter.

ITEM 20, EMERGENCY PLAN. Brought forward:

It was agreed to schedule the Emergency Plan Co-ordinators meeting on Friday March the 9th at 7pm (TBC) at SheviocK Memorial Hall. Mr Kennedy will contact and advise the co-ordinators and book the hall. This meeting will be combined with a Neighbourhood watch meeting. **Clerk** to organise printing of revised Emergency Plan to hand out at the meeting.

6 PLANNING

- a) **New Planning applications to resolve:** PA18/ Mr Zak Hill. Works to trees. Sconner House, A374. It was proposed by Cllr Lester, seconded by Cllr Brooks with all in favour to support this application. **Clerk**
- b) **Planning applications received after the agenda finalised:** PA18/00805 Construction of a new Agricultural barn, Sunny Hill Park Polbathic. It was scheduled to resolve at the March 12th PCM.

c) **Planning decisions form Cornwall Council:**PA17/11296 Mr and Mrs Wilkinson Kerkyra, Finnygook lane, Portwrinkle. Construction of a double garage. Conversion of existing garage to living accommodation with extension and a pitched roof raising levels of the garden. This has been approved with conditions.

d) **Other Planning matters for Discussion:** None.

7. MINUTES OR NOTES FROM THE FOLLOWING MEETINGS TO BE APPROVED AND SIGNED:

- a) Minutes of the Parish Council Meeting held on Jan 8th. Subject to a date correction it was **RESOLVED** that the Chairman signed the Minutes as being a true record of that meeting. Proposed by Cllr Evans seconded by Cllr Brooks, with all in favour. **Clerk** to amend and publish.

8. TO REPORT MATTERS ARISING FROM THE ABOVE PARISH COUNCIL MEETING MINUTES

The Clerk reported that all matters arising either appeared on the agenda or were ongoing on the action tracker or had been completed. See highways road closure (DONKEY LANE)

9. HIGHWAY MATTERS.

- A. Traffic Through Crafhole and Rame Peninsula:** Although the junction improvements in Antony would be a focus following the Cluster meeting with Highways, it was agreed to arrange a site meeting in Crafhole with Mr P Allen from Highways to discuss 1) Failing road condition/wall Lyhner house, B3274 centre of Crafhole and hedge verge encroachment onto road, citing issue with Emergency vehicles and traffic congestion 2) Damage caused to properties in the "Terrace" due to traffic and HGVs. **Clerk to contact Mr Allen and cc CC Cllr G Trubody.**
- B. Visibility issues Tredis Turn off, bottom of Polscoe Hill.** Despite the hedge and undergrowth having been cut back further, visibility is still an issue. **Clerk** to contact Antony estate to re-request a site visit.
- C. ROAD CLOSURES** the Clerk advised that the A374 between Access to Trewin House And Access To Trethill House, Shevioc and A374 Between Access To Trethill House And Antony Road, Antony would be closed for surfacing works from 26th February 2018 to 2nd March 2018 (19:00 to 07:00 hours) Contact: Steve Green, CORMAC Surfacing Tel: 0300 1234 222

Also Donkey Lane Donkey Lane, Portwrinkle. Timing: 19th to 23rd March 2018 (24 hours)
Contact: CORMAC Solutions Ltd, Tel: 0300 1234 222

- 10. BIN FINNYGOOK BEACH, TOP OF PATHWAY 12.** It was resolved to write to CC requesting the reinstatement of the bin and its collection at the top of pathway 12, citing the issues raised regarding excess rubbish and dog waste being left at top of path (see correspondence a). Including that the path must be the responsibility of Cornwall Council as it is on the definitive map as a public footpath and Cornwall Council have repaired recent damage to it. **Clerk**
- 11. NEW EXTENTION TO CIRCULAR FOOTPATH, POLSCOE HILL:** The LEADER grant application is being considered, a decision should be reached by them by March 24th.
- 12. DEFIBRILLATORS. Tredis:** The powerline has now been dropped. Clerk arranging unmetered supply connection from SSE. Electrician to install week commencing 19th Feb (TBC). Quotes approved for **SWW pump station Portwrinkle** and **Jolly Roger café**, electrician to install at next available slot subject to SWW availability to be on site for Pump station. Electrician compiling quote for **Shevioc Phone box**. To be fitted as soon as received/ approved and electrician available. **Finny Gook**, awaiting repairs, then electrician will provide quote. Once all the defib units are installed (except Finnygook) then CPR training will be scheduled at the Memorial hall. **Memorial Hall defib Unit. Clerk** to put up poster in adjacent noticeboard stating that the flashing light is a locator light. And instructions for defibrillator's use. Although the defib unit talks the user through what to do at the time, step by step so training is not a necessity but it reassuring and useful to have.
- 13. DOG WARDEN AND PARKING ENFORCEMENT SLA.** Revisions are being made to the Parking enforcement SLA by CC. A new contract should be available to review in March. The CC parking CEOs are currently not permitted to carry out the dual role of Dog enforcement CEOs until/unless contractual issues are sorted with the unions. This was a pilot trial SLA. In the interim **Clerk** to contact Torpoint Town Council regarding possible SLA with their employee for use as dog warden cover.

14. CAR PARK METER. The clerk provided the quotes to reposition /turn the meter to protect from prevailing weather. Awaiting quote from Parkeon for new anchor rods. It was agreed that even if a shelter was provided, as such found in Newquay, the ticket machine would still be facing the wrong way and would have to be repositioned for access as well as turned. Therefore, turning the machine and repositioning it to enable access may just be enough to prevent weather disruption when the face is not exposed to the southerly prevailing weather.

15. Grass cutting Contract. Cllrs Brooks, Evans and Lester were appointed as the subcommittee to go through the tenders on Monday, March the 5th at 1:30, in the Clerk's office. It was agreed to resolve to award the grass cutting contract under a closed session at the March 12th Parish Council meeting.

16. PORTWRINKLE TOILETS. Repainting treatment of toilet floors. Clerk has priced paints and received 1 quote for the application awaiting more so can resolve to approve at March meeting. **Clerk**

17. CORRESPONDENCE:

a) **Mr R Baker Mon 22nd Jan. RE: Beach litter/no bins.** (actioned under item 10) **Clerk**

b) **Peninsula Trust:** It was agreed to write a formal letter of support for community-Led Housing.
CLERK

c) **Email regarding fireworks.** It was agreed to post a notice stating there would be private fireworks within the parish on the eve of Feb 25th. **Clerk**

d) **Open Space.** it had been asked if the new area of Open space could give room to allotments. The Clerk stated that the lease was for use as recreation/park from Antony estate rather than allotments in this instance, also grant funding received and currently applied for was under the heading of "park and open space use" rather than allotments.

18. PARISH SPRING CLEAN. The date of Saturday March the 24th has been advised. Posters and an article in the Newsletter will follow regarding key contact information and call for volunteers.

19. UPDATES FROM OTHER GROUPS – Neighbourhood Development Plan - see finance item e. Flower Beds Sub Group (Cllr Brooks) Nothing to report. **Coastal Communities Group (Cllr Lester)** Nothing to report. **Play Park and Open Space.** Completed H&S management forms were handed back to the clerk. It was agreed to arrange for the grass to be cut and hedges trimmed back from apparatus. **Clerk.** It was reported that Dog waste had been found within the children's play area. **Clerk** to place sign on internal playpark gate stating, "No Dogs" and to update poster. **Footpaths -temporary closure advice, Finnygook Inn.** A laminated sign will be passed on to Mr Earle **Cllr Ling. Community Gateway,** meeting Feb 22 6:30 Eliot Hall St Germans. **Cllrs** to advise if can attend.

20. EMERGENCY PLAN. (brought forward after item 4)

21. FINANCE

a) Cheques and payments approved:

Parish Account: Sheviock Memorial Hall. Rent for Clerk's Office, December and January £126.5

- Nancy Gray Clerk's January parish hours
- Nancy Gray Parish expenses £4.50 & £8.09
- The Cornish Times Cost of advert for Grass maintenance technician in Jan 26th issue includes reclaimable vat £103.6

Payments to report in Jan

- Linda Coles. Reimbursement, as she paid the annual fee for the Parish website, Wordpress administrative facility, on her personal CC, as it had not been transferred to Parish Card. This annual payment will be rectified with Wordpress site administration. £85

Direct Debits to report from Parish Account

- Lloyds Corporate card: £82.79, this covers the £3 monthly fee for January and £79.79 for 1 x pack of 10 defibrillator batteries inclusive of vat and delivery.

Devolution account

- M Jakes. Cleaner's Wages for December 12 days plus 1x day holiday (paid pro-rata)
- Nancy Gray. Clerk's Devolution Wages for January
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- N Gray. Clerks Devolution expenses. Hardware and products for toilet. New padlock, telescopic reach handle mop/brush. Cloths, gloves. £16.49
 - SWW. Water bill quarterly 25th Oct to Jan 23rd toilets £167.9
 - **INCOME**
 - Car park tickets, banked 15th Jan £119.70
 - Car Park ticket banked £232.40
- b) Cllr Medway proposed, Cllr Warren seconded with all in favour to approve the cheques and online bank payments covering clerk's wages/expenses/Cleaner's wages/external purchases for January. Shown above
- c) Cllrs Brooks & Lester signed January's reconciled bank statements.
- d) Cllr Medway proposed, Cllr Brooks seconded with all in favour to approve the internal auditor as C/L Finance.
- e) Cllr Medway proposed, Cllr Brooks seconded and all approved an annual contribution towards the maintenance of the Rame Cluster NDP documentation, a 5th share of the cost of the £55 fee approx. £11.

22. ITEMS FOR INCLUSION IN FUTURE MEETINGS. As shown in minutes

23. DATE OF NEXT MEETING. March 12th

There being no further business the Chair closed the meeting at 8:20pm.

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