

ST MINVER HIGHLANDS PARISH COUNCIL

Parish Clerk: Amanda Lash, CiLCA

c/o 12 Chapel Street
Camelford
PL32 9PJ

clerk@stminverhighlands-pc.org.uk
www.stminverhighlands-pc.org.uk

6 November 2019

TO MEMBERS OF THE COUNCIL:

Councillors: R Harris (Chair), V Darnell (Vice Chair), J Buse, M Dingle, M Parnell, A Vernon, N Wapshott, N Mably, D Hutley.

Dear Members

I hereby give you notice that the Meeting of St Minver Highlands Parish Council will be held on **Tuesday 12 November 2019 at Perceval Institute, St Minver at 19:00.**

All Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business about to be transacted at the meeting as set out hereunder.

Yours sincerely



Amanda Lash, Parish Clerk

Press & Public are invited to attend. Meetings are held in public and could be filmed or recorded by broadcasters, the media or members of the public.

AGENDA

1. Persons Present/Apologies

To **NOTE** persons present and **RECEIVE** apologies for absence.

2. To Receive any Declarations of Interest from Members / Dispensations

To **RECEIVE** any Declarations of Interest from Members. To **RESOLVE** to grant any requests for Dispensation in line with the Councillor's Code of Conduct 2012.

3. Public Participation

To **RECEIVE** comments from members of the public. This provides an opportunity for members of the public to comment on items on the agenda. Maximum time allowed will total 10 minutes.

4. Council Meeting: Minutes 8 October 2019

To **RESOLVE** that the above Minutes of the Meeting of St Minver Highlands Parish Council having been previously circulated, be taken as read, approved and signed. To **NOTE** any matters arising from the Minutes.

5. Planning Applications for further Consultation

Any late applications will be discussed under this section.

To **RECEIVE** a request by the planning authority for consultation and to respond:

Application: PA19/08276

Proposal: Proposed domestic sun lounge. [weblink](#)
Location: Hilmer Rock Road, Rock, Wadebridge
Applicant: Mrs Karen Dack

Application: PA19/08775

Proposal: Replacement of a single dwellinghouse with a new dwelling [weblink](#)
Location: Hayle Bay, Gulland Road, New Polzeath, Wadebridge
Applicant: Mr and Mrs J and M Samuels

Application: PA19/08516

Proposal: Change of use of art gallery to bed and breakfast holiday accommodation [weblink](#)
Location: Wave 7, Plain Street Gallery, St Endellion, Port Isaac
Applicant: Mr and Mrs P Vernon

Application: PA19/08605

Proposal: Proposed extension and remodelling, loft conversion, reinstatement of balcony, erection of garden store, landscaping and associated works [weblink](#)
Location: Bellapaise, Pentireglaze, St Minver, Wadebridge
Applicant: Mr and Mrs M Gibbons

Application: PA19/09012

Proposal: Change of use of office building to self-contained annexe [weblink](#)
Location: Home Parc, Windmill Road, St Minver, Wadebridge
Applicant: Mr Brian Hawkey

Application: PA19/08697

Proposal: Change of use of part of the ground floor from a restaurant/bistro/bar to provide 1 No apartment for holiday use and hotel residents lounge/private dining room [weblink](#)
Location: Atlantic House Hotel, Atlantic Terrace, New Polzeath, Wadebridge
Applicant: The Chota Estates Co Ltd

Application: PA19/09601

Proposal: 1: Remove limbs from mature beech tree overhanging the boundary to 4 Harwood House. 2: Remove some limbs from the ilex oak over the entrance and boundary to The Old Vicarage. 3: Remove a line of conifers along the boundary with 4 Harwood House and replant with alternative species. [weblink](#)
Location: The New Vicarage, Church Town Hill, St Minver
Applicant: Truro Diocese

6. Planning Applications Decisions

To **NOTE** that the following Planning Applications have been decided:

PA19/06565 – APPROVED

Pebble Cottage, Church Town Hill – Sycamore (T1) 3m crown lift and Beech (T2) 3m crown lift.

PA19/07838 - APPROVED

Drishti, Polzeath PL27 6SR – Extension to existing balcony to North extension

PA19/08335 – NOT ACCEPTABLE AS AMENDMENT

4 Higher Treglyn - Non-material amendment in respect of decision notice PA18/10051 (Proposed first floor extension above garage to create additional living space). - Addition of garden room below approved 1st floor extension above garage. The garden room will extend

past 1st floor extension by 1000mm. Existing Juliette balcony will be changed into balcony leading onto new larger sun terrace extending to the same level of the garden room.

7. Reports from outside bodies

To **NOTE** any reports:

- a) Beach Management Committee
- b) Cornwall Councillor's Report – Cllr Carol Mould
- c) Highways and Footpaths

8. Correspondence

To **NOTE** any correspondence:

- a) Email from Jolyon Sharp regarding Polzeath Whale
- b) Emails from Jacque Rapiere and Oliver Jones re traffic calming in Polzeath

9. Agenda Items

(a) Grant – Polzeath Christmas Lights

To **RESOLVE** on grant application of £200 from Jane Evans on behalf of Polzeath Christmas Lights Committee towards Christmas trees.

(b) Noticeboards

To **RESOLVE** to purchase 3 x noticeboards to replace existing noticeboards at an approximate cost of £300 each.

(c) Parking Restrictions – Polzeath

To **DISCUSS** and **RESOLVE** on an action regarding parking restrictions in Polzeath (renewing single yellow lines/double yellow lines along the beach front).

(d) VE Day Celebrations 8 May 2020

To **DISCUSS** whether SMHPC would like to organise any activities and **RESOLVE** on a course of action, including setting up a working group and agreeing a budget.

(e) Housing Supplementary Document – Consultation

To **RESOLVE** on a response to the Housing SPD.

(f) New website and email system

To **REVIEW** new website, Facebook/Twitter pages and receive update from Clerk.

(g) Transfer of Funds

To **RESOLVE** to transfer £29k from the Business Account to the Community Account, which is the projected remaining expenditure for this financial year, to enable online banking set up of payments.

(h) Budget 2020/2021

To **DISCUSS** and **RESOLVE** on proposed budget for next year (staffing element to be discussed in Part 2), including:

- i) Portakabin for Beach Ranger 19/20 and 20/21 s137 costs
- ii) Action to be taken regarding contribution for toilets 2019/20 and 2020/21

(i) Community Governance Review

To **DISCUSS** public consultation which took place on 2 November and the recommendation from CC and **RESOLVE** on any further action.

10.Accounts

To **RESOLVE** to authorise payments and note bank balances as outlined in November Financial Report including transactions over £100, as listed below

Amanda Lash	Salary costs and expenses	£566.96
HMRC	PAYE/NI	£131.80
Cornwall Council Pensions	Pension costs	£168.88
Print Express	CGR Consultation mail out	£478.80
Seadog IT	Email system	£165.00
	TOTAL	£1511.44

11.Public Bodies (Admission to Meetings) Act 1960

To **RESOLVE** that in view of the confidential or special nature of the business about to be transacted it is advisable that the press and public be excluded and instructed to withdraw during the discussion for the following items: STAFFING.

- a) To **NOTE** appraisal/6-month probationary period review of Clerk and **RESOLVE** on decision regarding the end of the probationary period.
- b) To **RESOLVE** on staffing budget for 2020/21.

12.Notification of meeting/items for agenda: December