

# St Minver Highlands Parish Council

Parish Clerk: J Wilson  
106 Foxglove Crescent  
St Merryn  
Padstow  
PL28 8TQ

Tel: 07811 851987  
E-mail: [clerk@stminverhighlands-pc.gov.uk](mailto:clerk@stminverhighlands-pc.gov.uk)

03<sup>rd</sup> November 2021

## TO MEMBERS OF THE COUNCIL:

Councillors: Cllr. D. Hutley, Acting Chairman, Cllr. V. Darnell, Cllr. M. Dingle, Cllr. M. Parnell, Cllr. N. Mably, Cllr H. Mably, Cllr C. Jenrick, Cllr D. Meagor, Cllr J. Richards.

Cornwall Cllr: Cllr C Mould

Dear Members,

I hereby give you notice that the Meeting of St Minver Highlands Parish Council will be held on **Tuesday, 9<sup>th</sup> November 2021 in The Perceval Institute. 19.00 hours.**

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,

*J M Wilson*

Jo Wilson. Parish Clerk/RFO.

Press and 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.

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## 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 2021.

### 3. Public Participation

To **RECEIVE** comments from Members of the public.<sup>1</sup>

### 4. Cornwall Councillor's Report: To RECEIVE a report on the business of Cornwall Council from Cllr C. Mould.

### 5. Council Meeting: Minutes 12<sup>th</sup> October 2021.

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

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<sup>1</sup> This provides an opportunity for members of the public to raise questions about and comment on items on the agenda. Total time allowed will be 15 minutes (limit of 5 minutes per person) which may be varied at the discretion of the Chair.

**6. Planning Applications for Consultation. To RECEIVE any Planning Applications that may arrive and RESPOND to the Planning Authority accordingly.**

Application: [PA21/09079](#)

Proposal: Farm workers dwelling.

Location: Carruan Farm Quakers Road St Minver Wadebridge PL27 6QT.

Application: [PA21/09065](#)

Proposal: Certificate of Lawful Development for an Existing Use of building as one dwelling house, previously two flats.

Location: Polzeath Gardens Polzeath Wadebridge PL27 6SS.

Application: [PA21/09779](#)

Proposal: Variation of Condition 2 (approved plans) of Application No. PA16/11108 dated 29th December 2016 (Interventions/alterations to the dwelling including demolition of the existing garage and the construction of a replacement garage in a new location).

Location: Pennywilgie House Epphaven St Minver Wadebridge PL27 6RB.

Application: [PA21/09995](#)

Proposal: Application for works to a tree covered by a Tree Preservation Order - Removal of dead branch and branches overhanging 4 Harwood Close.

Location: The New Vicarage Church Town Hill St Minver Wadebridge Cornwall PL27 6QH.

Application: [PA21/10184](#)

Proposal The proposals are for the addition of a first floor over the footprint of the ground floor, whilst removing the two existing side extensions at ground floor level.

Location: High Noon Polzeath Wadebridge PL27 6ST.

**7. Pre-applications and Prior Notifications- for information only. To RECEIVE any Planning Pre-Applications that may arrive.**

None

**8. Cornwall Council: Planning Decisions – Approved / Refused.**

To **NOTE** any Planning Decisions received from Cornwall Council.

Application: [PA21/09440](#)

Proposal: Prior Notification for the erection of an agricultural building for the storage of fodder and machinery

Location: Higher Roserrow Farm Quakers Road St Minver Wadebridge Cornwall PL27 6FF.

**Prior Approval Not Required.**

Application: [PA21/02767](#)

Proposal: Temporary 5-year consent for a static caravan used as an agricultural worker's dwelling. Retrospective.

Location: Trevigo St Minver Wadebridge Cornwall PL27 6RB

**Approved**

Application: [PA21/08154](#)

Proposal: The proposal is for a new toilet block and septic tank.

Location: Blakes Keiro Farm Access To Blakes Keiro Farm St Minver Wadebridge PL27 6RP

**Approved**

Application: [PA21/07594](#)

Proposal: Proposed change of use of agricultural land to garden.

Location: Porteath Cottage St Minver Wadebridge PL27 6RA

**Approved**

Application: [PA21/07149](#)

Proposal: Proposed demolition of the existing bungalow and construction of new replacement dwelling

Location: Dolphins Cliff Lane New Polzeath Wadebridge PL27 6UE

**Approved**

Application: [PA21/07018](#)

Proposal: Outline planning application with all matters reserved for a live /work dwelling.

Location: Land Northeast of Little Mesmear Treglines Lane St Minver Wadebridge Cornwall PL27 6RA

**Approved**

Application: [PA21/06627](#)

Proposal: Two side extensions, replacement dormer window and extension to existing balcony to an existing dwelling

Location: Furze House Cliff Lane New Polzeath Wadebridge PL27 6UE

**Approved**

Application: [PA21/06271](#)

Proposal: Replacement Dwelling

Location: 14 Tinnors Way New Polzeath Wadebridge PL27 6UH

**Approved**

**9. To DISCUSS** the request for Grant Funding from St Minver group for funding of Christmas lights and trees for St Minver and **RESOLVE** on funding OF £250 and payment accordingly.

**10. To DISCUSS** the request from Cllr C Mould to find a site for the proposed Jubilee floral display and **AGREE** who will install and maintain the display.

**11. To DISCUSS** and **AGREE** any actions regarding the correspondence received on the Queen's Platinum Jubilee Beacons

**12. Finance Report: 9<sup>th</sup> November 2021.**

To **RESOLVE** to adopt the Finance Report as above, including the budget vs actual and expenditure to date, and authorise the payments of Accounts outstanding (attached) plus any additional payment as resolved in Item 9 and **AGREE** the bank reconciliation so presented. (attached)

**13. Budget 2022/2023**

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

- Consider and agree amount for maintenance of toilets 2022/23
- Consider and agree s137 amount.

**14. Correspondence: To NOTE any correspondence.**

- Correspondence listed on separate sheet, e-mailed to Councillors. *Information only.*

**15. Reports from outside bodies:**

- a. Beach Management Committee. To receive any updates, to **CONSIDER** any new information that may be available.
- b. New Polzeath Public Toilets. To receive any updates on progress.
  - To **CONSIDER** having a Levy for the New Polzeath Car Park.
  - To **CONSIDER** the recently received Heads of Terms and **RESOLVE** on any action
- c. Highways and Footpaths. To note any problems requiring attention.
- d. Any other reports from outside bodies as required –
  - NDP – Light touch – St Minver Highlands to set up meetings as required.
  - Governance review (Parish Boundaries) – currently deferred.

**16. Facebook and website postings:**

To consider what information should be posted onto the website and Facebook for this month.

**17.Matters of Public Interest:**

Date of next meeting: Tuesday 14th December 2021.

**18.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:

- Chairmanship of the Parish Council.
- Clerk's Employment Contract and staffing budget amount
- Parish Council messaging via Whatsapp