

ST MINVER HIGHLANDS PARISH COUNCIL

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Council Meeting – 09th November 2021

Minutes of the meeting of the Council held on the above date.
at The Perceval Institute at 19:00hrs.

Ref		Action
431/11 /2021	Persons Present: Cllr. D. Hutley, Acting Chairman, Cllr M. Parnell, Cllr V. Darnell, Cllr. H. Mably, Cllr. N. Mably, Cllr. D. Meagor, Cllr. J. Richards. Cllr C. Mould	
432/11 /2021	Apologies: Cllr. M. Dingle, Cllr C. Jenrick.	
433/11 /2021	In attendance: 6 members of the public. J Wilson, Clerk, and minute taker.	
434/11 /2021	Cllr D Hutley, as acting Chairman, welcomed everyone to the meeting. Then as a mark of respect to Cllr Robert Harris who had recently passed away, the Parish Council held a minute's silence in remembrance of Rob, who had been a Chairman of the Parish Council for many years and had been a generous and well-respected member and supporter of the local community.	
435/11 /2021	Declarations of Interest / Dispensations applied for from Members: Cllr M Parnell declared an interest in planning application PA21/09079.	
436/11 /2021	Public Participation: Jane Forster spoke on behalf of many residents to talk about how much Cllr Harris, and the Parish Council under his stewardship, had done for the local communities, over the many years that he was a member of the Council. He had worked tirelessly for the benefit of the residents and the local area, and it was much appreciated. He will be greatly missed. The Chairman thanked Jane for her kind words. Guy Shaw Stewart thanked the Parish Council for getting the fencing repaired at the back of New Polzeath Car Park. A representative spoke on behalf of Mr K and Mr M Coyne to object to PA21/10184. The live almost directly behind High Noon and are concerned this new development is overbearing, it will block a lot of their afternoon sunlight and the balconies look straight into their conservatory. Sarah Walton spoke to object to PA21/10184 as due to its height it will cut out any sunlight, it is overbearing, inappropriate for the site and there are overlooking and privacy issues as it looks directly into her lounge and kitchen area. The applicants for PA21/09079 were in attendance and explained why they had put forward this application ie that they to be on site for livestock welfare, security and to allow for a favourable work/life balance. They will be living in the dwelling themselves. The Chairman thanked everyone for their comments.	

437/11 /2021	<p>Cornwall Councillor's report from Cllr C. Mould: Cllr Mould raised the following issues:</p> <ul style="list-style-type: none"> • Cllr Mould had brought the bag of seeds for the Jubilee flower display in the Parish. • There is quite a lot of interest in the Wadebridge Leisure Centre. Cornwall Council has heard from groups that wish to take it on and keep it open. • Cornwall Council is still in the process of setting a budget. • All departments are very busy, particularly planning and licencing. <p>Standing Orders now applied.</p>	
438/11 /2021	<p>Council Minutes: To RECEIVE and APPROVE the minutes of the meeting held on 12th October 2021. It was RESOLVED that the Minutes of the meeting held on the above date having been previously circulated, required one amendment which was to add in the objection to PA21/06956 Marford raised by Jane Forster. The amended minutes were then approved as a true record of the business discussed. Proposed by Cllr V Darnell, seconded by Cllr D Meagor, all in favour.</p>	
439/11 /2021	<p>Matters Arising: At the last meeting it had been suggested that the Parish Council could apply for 2 Landmark trees. Only one can be applied for, and this involves completion of a detailed questionnaire to which the Parish Council does not yet have the answers. Instead, it was agreed that the Parish Council would look into obtaining free trees from The Woodland Trust. Cllr M Parnell agreed to look at where these trees could be placed within the Parish.</p>	To look into obtaining trees from the Woodland Trust
440/11 /2021	<p>Forms for two new signatories on the bank have been obtained and will be completed at the end of the meeting, then returned to the bank for processing.</p>	Returned to the bank and new signatories now set up.
441/11 /2021	<p>Planning applications for consultation:</p> <p>Cllr M Parnell declared an interest in the following application and left the room. Application: PA21/09079 Proposal: Farm workers dwelling. Location: Carruan Farm Quakers Road St Minver Wadebridge PL27 6QT. Cllr V Darnell proposed support, Cllr J Richards seconded, all in favour. Cllr M Parnell returned to the meeting.</p> <p>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. Cllr V Darnell proposed support, Cllr N Mably seconded, all in favour.</p> <p>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 Epphavent St Minver Wadebridge PL27 6RB. It was proposed and agreed that more information was required before a decision could be made. The application is unclear so the Councillors were unable to formulate their decision.</p>	Planning notified of the Council's decisions.

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.
The St Minver Highlands Parish Council will leave the decision to the expertise of the TPO officer.

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.
Cllr V Darnell proposed objection, seconded by Cllr M Parnell, all in favour of refusal, on the following grounds:
The St Minver Highlands Parish Council objects to this application on the following grounds:
1. It is overdevelopment of the site
2. It offers noise pollution and light pollution to neighbouring properties
3. There is overlooking of the neighbouring properties and loss of privacy
4. There is loss of light for neighbours
5. It contradicts STMNDP 2.7 (iv) and STMNDP 1.3

442/11
/2021

Pre-applications and Prior Notifications - for information only. To RECEIVE any Planning Pre-Applications/Prior Notifications that may arrive.
None

443/11
/2021

Cornwall Council Planning Decisions Received:
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

	<p>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</p> <p>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</p> <p>Application: PA21/06271 Proposal: Replacement Dwelling Location: 14 Tinnors Way New Polzeath Wadebridge PL27 6UH Approved</p>	
444/11 /2021	<p>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. Cllr H Mably proposed and Cllr N Mably seconded to resolve to send a cheque for £250 to the St Minver Christmas Lights Fund. All in favour.</p>	Cheque given to Cllr J Richards to pass on.
445/11 /2021	<p>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. It was agreed that it would be helpful to have a list of all the areas of grass eg LMP, verges etc that the Parish Council maintains via contractors and what funding the Parish Council receives from Cornwall Council for this. Suggested areas for planting the seeds are the verges or end of Menefreda Way. Alternatively, the seed could be planted in pots and these given out before the Jubilee weekend. Await more information on what verges are the Parish Council's responsibility before making a decision.</p>	Contacted A1 Tree and Grounds Ltd for map. Contacted Cormac - D McKellar/ Andy Hoskin for info on verges and funding.
446/11 /2021	<p>To DISCUSS and AGREE any actions regarding the correspondence received on the Queen's Platinum Jubilee Beacons. It was agreed to approach the National Trust to see if they are going to be holding any events to celebrate the Queens Jubilee and also if they will be having a Beacon.</p>	Contacted NT
447/11 /2021	<p>Finance Report: 09th November 2021. It was RESOLVED to authorise the payment of accounts outstanding in the sum of £1218.68 The following reports were provided: September/October expenditure for 2021, Actual to budget and Income; Bank reconciliation to October 29th 2021; copy of bank statement to 29/10/2021. Cllr V Darnell proposed, and Cllr J Richards seconded to sign the cheques. All agreed. Cllr C Mould left the meeting.</p>	On-line banking request completed and sent to bank. Awaiting card reader.
448/11 /2021	<p>Budget 2022/2023 To DISCUSS and RESOLVE on proposed budget for next year (staffing element to be discussed in closed session), including:</p> <ul style="list-style-type: none"> • Consider and agree amount for maintenance of toilets 2022/23 • Consider and agree s137 amount. <p>It was agreed to add/amend</p> <ul style="list-style-type: none"> • £1000 for any Events/Marketing eg boundary change • £5000 for a civil enforcement officer eg traffic warden • £4800 for s137 expenditure (confirm what £8.32 refers to) • £2000 for training • £2000 for website/email costs • £11809 estimate included for toilet maintenance 	

It was agreed that this budget would be considered and finalised, together with the precept for 22/23, at the December meeting. Councillors to check through the figures to ensure there is nothing further to add or change.

49/11/
2021

Correspondence received from 12th October to 09th November:

- 14/10/2021 Fay Warne Weekly planning reports
- 14/10/2021 CALC The Queens Platinum Jubilee – Beacons
- 18/10/2021 PA21/05849 Planning Protocol CC-Planning
- 20/10/2021 PA21/06271 Planning Protocol CC-Planning
- 19/10/2021 The Rural Services Network Rural Bulletin
- 24/10/2021 Jacquie Rapier Cornwall Transport Plan- Consultation
- 24/10/2021 Jacquie Rapier DWP Household support fund.
- 24/10/2021 Jacquie Rapier Heads of Terms for New Polzeath Toilets
- 24/10/2021 Fay Warne Weekly Planning Reports
- 24/10/2021 Smaranda Sandu Cornwall Rural Community Energy Fund
- 24/10/2021 Jacob Parry AONB Monument Survey
- 24/10/2021 Jacquie Rapier Planning Policy Team Update
- 28/10/2021 Positive Planning Planning news for Local Councils
- 28/10/2021 Fay Warne Weekly Planning Reports
- 28/10/2021 Padstow Harbour Commission September Minutes
- 28/10/2021 Rural Services Network Rural Bulletin
- 28/10/2021 Cornwall RCC Let’s talk rubbish,
- 29/10/2021 Chris Cooper-Young MSc Research Project - Enforcement
- 09/11/2021 Cllr C Mould Queens Jubilee Flowers
- 01/11/2021 E Garraway Code of Conduct (Re-sent the link)
- 09/11/2021 Cllr C Mould NDP Meetings
- 02/11/2021 Positive Planning Planning training for local councils
- 04/11/2021 Fay Warne Weekly Planning reports
- 05/11/2021 Sally Sanders Community network
- 05/11/2021 CALC Queens platinum Jubilee Celebrations
- 05/11/2021 CALC Petition to reintroduce sanctions
- 08/11/2021 G Thompson NDP Working party
- 09/11/2021 Rural Services Network Rural Bulletin 09/11/2021

450/11
/2021

Regarding the correspondence on the Petition to reintroduce sanctions, Cllr V Darnell proposed and Cllr H Mably seconded to support CALC on this. All in favour.

Notified
CALC of
Council's
decision.

Reports from outside bodies:

451/11
/2021

- a. Beach Management Committee. To receive any updates, to **CONSIDER** any new information that may be available.

Andy Stewart had arranged another meeting so Highlands and Lowlands Councillors could meet up and the new members of the Committee brought up to date with any relevant information ie background information and Terms of Reference.

452/11 /2021	<p>b. New Polzeath Public Toilets. To receive any updates on progress</p> <ul style="list-style-type: none"> To CONSIDER having a Levy for the New Polzeath Car Park. To CONSIDER the recently received Heads of Terms and RESOLVE on any action <p>To contact Cllr C Mould regarding the Levy to ascertain if this is feasible.</p>	Carol is looking into this.
453/11 /2021	<p>It was agreed to contact Cornwall Council regarding the Heads of Terms – these have been considered and it was agreed to progress this forward and request the next steps.</p>	Jacquie and Robin Andrews notified.
454/11 /2021	<p>Cllr J Richards and Cllr D Meagor will go through the list of dilapidations to look at estimating costs for the repairs.</p>	Wadebridge & Launceston TC's and Wallgate contacted for info on costs.
455/11 /2021	<p>c. Highways and Footpaths. To note any problems requiring attention. The following issues were raised:</p> <ul style="list-style-type: none"> Flooding across the road on B3314 on corner opposite Treswarrion Cottage. The dangerous stile – find out who is responsible. New Polzeath to Lundy – hedges need trimming. Cliff Path from New Polzeath to Polzeath – 2 thirds along it, in front of Tamarisk, there are deep gullies that need repairing. Windmill Court to Lundy Bay – hedges growing out across the road. How much would it cost to have an SLA for a traffic warden? Is it possible to have an update on the illegal trading that occurred during the summer. Is it possible to have a laminated A3 map of the parish with footpaths? Find out costs. <p>d. Any other reports from outside bodies as required.</p> <ul style="list-style-type: none"> NDP – Light touch – St Minver Highlands to set up meetings as required. <ul style="list-style-type: none"> Lowlands have prepared the Heads of Terms – the committee agreed the terms - this will be an agenda item next time to formally adopt them. Dates that would be suitable – 30th Nov, 1st, 2nd Dec in Perceval Institute. Governance review (Parish Boundaries) – currently deferred. To defer till December. Confirm with Cornwall Council that missing the deadline of 8th October will not prohibit the Parish Council from sending in its views. 	Contact printers to obtain costs.
456/11 /2021		NDP Working Party meeting held on 30 th . Next meeting on 27 th Jan
457/11 /2021		CC will wait to hear from us on any proposals that have already been submitted (no new proposals)
458/11 /2021	<p>Facebook and website postings:</p> <p>To consider what information should be posted onto the website and Facebook for this month:</p> <ul style="list-style-type: none"> It was agreed to post the Parish map on the website. 	
459/11 /2021	<p>Matters of Public Interest/Date of next meeting:</p> <ol style="list-style-type: none"> Tuesday 14th December in the Perceval Institute. Bus shelter is deteriorating - add to next month's agenda. Find out who is responsible for stiles. Look into new noticeboards/ do we need 4? – check with CALC, To agree NDP Working Party Terms of Reference. 	

460/11 /2021	It was proposed by Cllr V Darnell, seconded by Cllr N Mably & agreed by all to go into closed session. Any remaining members of the public left the meeting.	
461/11 /2021	<p>Public Bodies (Admission to Meetings) Act 1960</p> <p>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:</p> <ul style="list-style-type: none"> • Chairmanship of the Parish Council. • Clerk’s Employment Contract and staffing budget amount • Parish Council messaging via Whatsapp 	
462/11 /2021	Cllr D Hutley will be the Chairman and Cllr V Darnell will be Vice Chair until April 2022. Proposed by Cllr M Parnell, seconded by Cllr D Meagor, all agreed.	
463/11 /2021	The Employment Contract was accepted and the budget amount has been entered into the draft budget for 22/23.	
464/11 /2021	Cllr D Hutley will set up the Whatsapp group.	
	There being no further business, the meeting closed at 21:50 hr	