

# 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)

04<sup>th</sup> May 2022

## **TO MEMBERS OF THE COUNCIL:**

Councillors: Cllr. D. Hutley, Chairman, Cllr. V. Darnell Vice-Chair, Cllr. M. Parnell, Cllr. N. Mably, Cllr H. Mably, Cllr C. Jenrick, Cllr D. Meagor, Cllr J. Richards, Cllr R Whitehead, Cllr D Jones.  
Cornwall Cllr: Cllr C Mould

Dear Members,

I hereby give you notice that the **Annual Meeting of St Minver Highlands Parish Council** will be held on **Tuesday, 10<sup>th</sup> May 2022 in The Perceval Institute, immediately following the Annual Parish meeting.**

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.

---

## **AGENDA**

### **AGM**

#### **1. Election of Chair:**

To **ELECT** the Chair of the Council. To **RECEIVE** the declaration of acceptance of office.

#### **2. Election of Vice Chair:**

To **ELECT** the Vice Chair of the Council. To **RECEIVE** the declaration of acceptance of office.

#### **3. Appointment of members as representatives on outside bodies**

To **APPOINT** members to represent the Council as above.

- the Beach Management Committee.
- the Public Toilets Management Committee
- the Highways and Footpaths Committee
- Staffing Committee.
- Planning Committee
- Cemetery Committee
- Emergency Committee
- Any other committees as required
- NDP Review Working Party

### **Monthly**

#### **4. Present / Apologies.**

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

- 5. 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.
- 6. Public Participation**  
To **RECEIVE** comments from Members of the public.<sup>1</sup>
- 7. Cornwall Councillor's Report:** To **RECEIVE** a report on the business of Cornwall Council from Cllr C. Mould.
- 8. Council Meeting: Minutes 12<sup>th</sup> April 2022.**  
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).
- 9. To NOTE** any matters arising from the Minutes.
- 10. Planning Applications for Consultation. To RECEIVE any Planning Applications that may arrive and RESPOND to the Planning Authority accordingly.**

Application: [PA21/12427](#)

Proposal: Change of use of land from agricultural to use by local adventure activity business. Creation of hardstanding to allow for customer and staff parking and siting of shipping containers to store activity equipment.

Location: Land North East Of Dinham Farm Camel Road St Minver Wadebridge Cornwall

Application: [PA22/03242](#)

Proposal: Use of land for the siting of six glamping pods, formation of parking area and additional landscaping.

Location: Land South Of Carruan Bungalow Quakers Road St Minver Wadebridge Cornwall

Application: [PA22/03463](#)

Proposal: Works to trees subject to a Tree Preservation Order (TPO) works include remove heavy limb from Holm Oak (T1) and pollard Ash (T2)

Location: St Minver House Holiday Park St Minver Wadebridge Cornwall PL27 6RR

Application: [PA22/03512](#)

Proposal: Demolition of a single dwellinghouse and construction of a replacement dwelling' with variation of conditions 2 and 3 of decision notice PA19/08665 dated 10.02.2022

Location: Hayle Bay Gulland Road New Polzeath Wadebridge Cornwall PL27 6UG

Application: [PA22/02488](#)

Proposal: Conversion and extension of a barn, Revision to Approval PA20/1079

Location: Barn North West Of Tredrizzick House Tredrizzick St Minver Wadebridge Cornwall PL27 6PB

Application: [PA22/03528](#)

Proposal: Construction of a new 'L-shaped' single-storey double garage with attached storage/workshop, home office, two skylights, photovoltaic panels and associated works.

Location: The Farmhouse Roserrow Farmhouse Lane St Minver Wadebridge Cornwall PL27 6QT

Application: [PA22/03692](#)

Proposal: Addition of a first floor over part of the footprint of the ground floor, whilst removing the two existing side extensions at ground floor level

Location: High Noon Polzeath Wadebridge Cornwall PL27 6ST

---

<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.

Application: [PA22/03519](#)

Proposal: Demolition of existing dwelling and outbuilding and construction of replacement dwelling with associated works

Location: 16 Trenant Close Polzeath Wadebridge Cornwall PL27 6SW

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

None

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

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

Application [PA22/02611](#)

Proposal: Submission of details to discharge condition 5 of decision PA20/11310 dated 11.02.2021

Location: Zeath At The Park (formerly Llanbedr Caravan Park) Westray Road Polzeath Wadebridge Cornwall PL27 6ST

**Discharged**

Application [PA22/01431](#)

Proposal: Application for a Lawful Development Certificate for Proposed new detached outbuilding in rear garden

Location: The Cove Tinnens Way New Polzeath Wadebridge Cornwall PL27 6UD

**Granted**

Application [PA22/01384](#)

Proposal: Proposed porch and retrospective application for a built log store

Location: Birches Trevine Chapel Amble Wadebridge Cornwall PL27 6ES

**Approved**

Application [PA22/00920](#)

Proposal: To construct single storey extension. Extension to be for toilet and shower block for guests to waves end

Location: Waves End Access To Polzeath Beach Caravan Park Polzeath Wadebridge Cornwall PL27 6ST

**Approved**

Application [PA22/00882](#)

Proposal: Application for Certificate of Lawful development for a Proposed use namely the stationing of 1 No. shepherd hut within residential garden to provide ancillary accommodation

Location: Porteath Cottage Access To Porteath Farm St Minver Wadebridge PL27 6RA

**Granted**

Application [PA22/00594](#)

Proposal: Extension to provide an ancillary annexe

Location: Tregenna Camel Road St Minver Wadebridge Cornwall PL27 6RH

**Approved**

Application [PA21/12803](#)

Proposal: Proposed conservatory to the rear of the property plus amendments to the internal layout.

Location: Penmeneth Church Town Road St Minver Wadebridge PL27 6QH

**Approved**

Application [PA21/12558](#)

Proposal: Proposed replacement dwelling and associated works (re-submission of PA21/06762).

Location: Steppes Polzeath Wadebridge Cornwall PL27 6ST

**Approved**

Application [PA21/10506](#)

Proposal: Proposed detached annex and carport as ancillary accommodation to the main house.

Location: Rosevarlock Dunders Hill Polzeath Wadebridge PL27 6SR

**Approved**

13. To **REPORT** back on the Risk Assessment

14. To **CONSIDER** the request for an s137 Donation towards the Jubilee celebrations in St Minver and **RESOLVE** on funding and payment accordingly.

15. To **RE-CONSIDER** the purchase of the Noticeboard from Greenbarnes because the delivery charge was high (£149) and the lead time was 10-12 weeks. To **RESOLVE** on any action.

**16. Finance Report: 10<sup>th</sup> May 2022.**

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 payments as resolved during this meeting and **AGREE** the bank reconciliation so presented. (attached)

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

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

**18. Reports from outside bodies:**

- a. Beach Management Committee. To receive any updates, to **CONSIDER** any new information that may be available.
  - To **CONSIDER** the Polzeath flagpole and **RESOLVE** on any action
- b. New Polzeath Public Toilets. To receive any updates on progress.
  - To **CONSIDER** any further correspondence from CC or solicitor on this matter and **RESOLVE** on any action
- c. Highways and Footpaths. To note any problems requiring attention and **RESOLVE** on any action.
- d. NDP Review – to **RECEIVE** the report from NDP Working Party on the meeting held on 21<sup>st</sup> April 2022. The next meeting will be a Public meeting on 19th May 2022
- e. Any other reports from outside bodies as required

**19. Facebook and website postings:**

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

**20. Matters of Public Interest:**

Date of NDP Review Public meeting: 7pm Thursday 19<sup>th</sup> May 2022.

Date of next Parish Council meeting: 7pm Tuesday 14<sup>th</sup> June 2022.

**21. 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:

- To **CONSIDER** any quotes for the New Polzeath Public Toilets cleaning contract if received.
- To **AGREE** on whether to arrange a meeting with head of planning at CC.