

ST MINVER HIGHLANDS PARISH COUNCIL

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AGM And Council Meeting – 10th May 2022

Minutes of the AGM and monthly meeting of the Council held on the above date.
 at The Perceval Institute after the Annual Parish Meeting.

Ref		Action
164/05 /2022	<p>AGM</p> <p>Election of Chair ELECTED Cllr D Hutley as the Chair of the Council. Proposed Cllr H Mably, seconded Cllr C Jenrick. Unanimous.</p>	Acceptance of office form to be signed
165/05 /2022	<p>Election of Vice Chair ELECTED Cllr V Darnell as the Vice Chair of the Council. Proposed Cllr M Parnell, seconded Cllr D Meagor. Unanimous.</p>	Acceptance of office form to be signed.
166/05 /2022	<p>Appointment of members as representatives on outside bodies Cllr V Darnell proposed and Cllr R Whitehead seconded that this will be done in closed session at the end of the meeting. All agreed.</p>	
167/05 /2022	<p>Monthly Meeting</p> <p>Persons Present: Cllr D Hutley, Chairman, Cllr. V. Darnell, Vice-Chair, Cllr. N. Mably, Cllr. D. Meagor, Cllr. H. Mably, Cllr R Whitehead, Cllr. M. Parnell, Cllr. J. Richards, Cllr C Jenrick, Cllr D Jones.</p>	
168/05 /2022	<p>Apologies: Cllr C Mould.</p>	
169/05 /2022	<p>In attendance: Eleven members of the public. J Wilson, Clerk, and minute taker.</p>	
170/05 /2022	<p>Declarations of Interest / Dispensations applied for from Members: Cllr M Parnell declared an interest in PA22/03242 Cllr R Whitehead declared an interest in PA22/03463. This was noted as not being a conflict of interest and would not require him to leave the meeting.</p>	
171/05 /2022	<p>Public Participation: Parishioners raised several issues, and amongst these were the following: Sarah Walton expressed her concern regarding the application for High Noon, which she felt would cause overshadowing to her neighbouring property.</p>	
172/05 /2022	<p>Vickie Toland was attending on behalf of Polzeath Marine Conservation Group to find out what is happening with the toilets in New Polzeath as they are a desperately needed facility, particularly when school groups are visiting. This is an agenda item later in the meeting.</p>	
173/05 /2022	<p>Sue Hollands gave a brief explanation of what she had spent on the Queens Jubilee celebrations which are to take place in Harbour Close, St Minver on Sunday 5th June and hoped that her request for funds would be supported. The Chair thanked her for organising this.</p>	
174/05 /2022	<p>Peter Watson asked about the fence on the coast path. This is at stage 4 of enforcement. He also asked for the minutes to be put up for the NDP meeting</p>	Reply received from CC on this item – see ref 203/05/2022

	<p>held on 21st April 2022 and for the poster/agenda for the public meeting to be added to the website, and on Facebook if possible. Details of the Beach Management committee meetings were also requested but these are not available. He asked if we could request minutes for any meetings going forward as it would be in the public interest to publish these minutes.</p>	<p>Minutes and poster added to website.</p>
<p>175/05 /2022</p>	<p>The two representatives from Cornish Adventures, attended to speak in support of their application which is being reconsidered this evening. Cornish Adventures has been based at Dinham Farm for just over 8 years and is rented from the owner of the farm. One of the points they made, regarding the entrance for the car park was that they have been in discussion with highways regarding the gates and they are happy to move the gates/take advice from Highways on this aspect of their application. The site, and the containers, is screened by trees from the road. The site could be landscaped if required. The addition to the site is quite modest, they believe any visual impact is minimal. The business is well supported by locals and tourists and provides employment for several local people for 7 months of the year. Cornish Adventures then provided answers to the questions put forward by the Councillors to help in their understanding of the application. Cornish Adventures listed the sections of the NDP which they felt supported this application and encouraged support of local businesses. They also mentioned that they are fully engaging with Cornwall Council licencing dept to resolve any issues.</p>	
<p>176/05 /2022</p>	<p>Phil Shillito spoke in support of his application for High Noon in Polzeath, describing how the changes will result in a dwelling that is improved without over development of the site. They have worked with the architect to try and have as little impact as possible on neighbouring properties whilst still providing enough light and space to High Noon to achieve a suitable residence.</p>	
<p>177/05 /2022</p>	<p>Dan Mitchell the agent for PA22/03242 spoke in support of the application, describing it as a high-end development, and stressing the year-round usage using wood burners during the colder months, plenty of parking, local transport links close by and describing how it is supported by the Cornwall Local Plan.</p>	
	<p>The Chair thanked everyone for attending and for putting forward their comments.</p>	
<p>178/05 /2022</p>	<p>Cornwall Councillor's report:</p> <ul style="list-style-type: none"> No report available as Cllr Mould as unable to attend this evening 	
<p>179/05 /2022</p>	<p>Standing Orders now applied.</p>	
<p>180/05 /2022</p>	<p>Council Minutes: To RECEIVE and APPROVE the minutes of the meeting held on 12th April 2022. It was RESOLVED that the Minutes of the meeting held on the above date having been previously circulated, were then approved as a true record of the business discussed. Proposed by Cllr H Mably, seconded by Cllr J Richards, all in favour.</p>	
<p>181/05 /2022</p>	<p>Matters Arising: Correspondence had been received from the solicitors today, providing an update on the purchase of the New Polzeath toilets.</p>	
<p>182/05 /2022</p>	<p>Planning applications for consultation: 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.</p>	<p>All decisions have been notified to CC planning dept via the consultee intray.</p>

The St Minver Highlands Parish Council was re-consulted on this application. The Parish Council had already put in its decision to object on the grounds of development in the open countryside by a third party, and being commercial/industrial development rather than true farm diversification. The Parish Council felt that no new information had been put forward that would have an impact on this decision. Therefore the Parish Council's decision remained the same ie to object to this application on the same grounds as mentioned above. This was proposed by Cllr J Richards, seconded by Cllr D Meagor and agreed by all.

Cllr M Parnell declared his interest and left the meeting.

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.

Cllr J Richards proposed, Cllr V Darnell seconded, and majority agreed to object to this application on the following grounds:

1. It is outside the development area and the building line.
2. it is situated in open countryside.
3. it will have a negative visual impact on the area.

Cllr M Parnell returned to the meeting

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

Cllr N Maby proposed, and Cllr J Richards seconded leave the decision to the expertise of the TPO officer, and to support the Tree Officer's decision. All were in favour.

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

Cllr V Darnell proposed objection, seconded by Cllr C Jenrick with a majority in favour of refusal on the following grounds:

1. the original conditions regarding the principles of glazed privacy screening for the original design are appropriate for this property and location.
2. The measured approach by the original case officer lead to the correct conclusion and so the original conditions of 1.8m and obscure glass should remain in place.

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

Cllr J Richards proposed conditional support, seconded by Cllr M Parnell, with all in favour as follow: Based on the fact that this barn already has approval, the Parish Council will, reluctantly, support this application, but only if it has the condition of primary residence attached.

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

Cllr M Parnell proposed Cllr V Darnell seconded, and all agreed to object to this application on the following grounds:

1. this will cause interference to a listed building
2. it will detract from the existing listed building and will be detrimental to the setting of the listed building
3. it is over development of the site

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

Cllr D Meagor proposed refusal on the grounds of loss of light to neighbouring property, seconded by Cllr C Jenrick with 4 in favour of refusal. A counter proposal to support this application was made by Cllr J Richards on the grounds that this is a modest development for the site, seconded by Cllr R Whitehead with 5 in favour of support. Therefore the Parish Council, by a majority, supports this application.

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

Cllr C Jenrick proposed refusal on the grounds that it is not in keeping with the street scene. It is not comparable in size, scale and bulk and will negatively impact on the character of the area. Seconded by Cllr V Darnell. 3 in favour of refusal. Cllr J Richards made a counter proposal to support this application on the grounds that it is not a massive development and won't impact the street scene in a negative way. Seconded by Cllr H Mably, with 5 in favour of support. 1 abstention. Therefore this application is supported.

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

None.

Cornwall Council Planning Decisions Received:

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

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/2022

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

To REPORT back on the Risk Assessment

188/05 /2022 The Chairman had worked through the Risk assessment report and updated it for the current year. It was proposed by Cllr V Darnell, seconded by Cllr J Richards and agreed by all that the updated Risk Assessment is adopted by the Parish Council and added to the website.
 189/05 /2022

To be added to the website.
 Done
 23/05/22

190/05 /2022 **To CONSIDER** the request for an s137 Donation towards the Jubilee celebrations in St Minver and **RESOLVE** on funding and payment accordingly. It was proposed by Cllr J Richards, seconded by Cllr H Mably and agreed to by all to give a s137 donation of £120.06 to Sue Hollands to cover the expenses for the Jubilee celebrations to be held in St Minver on Harbour Road.

Chq sent to Mrs Hollands

191/05 /2022 To **RE-CONSIDER** the purchase of the Noticeboard from Greenbarnes because the delivery charge was high and the lead time was 10-12 weeks. To **RESOLVE** on any action. The additional costs and extended lead time was considered. There were no other local companies that could provide this within the required timeframe. Therefore Cllr V Darnell proposed that we continue with Greenbarnes. Seconded by Cllr H Mably. All in favour.

Order completed and estimated delivery date provided.

192/05 /2022 **Finance Report: 10th May 2022.**
 It was **RESOLVED** to authorise the payment of accounts outstanding to the sum of £1297.52. Proposed by Cllr V Darnell, seconded by Cllr J Richards, all in favour. Payments were as follows:

Chqs posted.

Payee	Gross £	Vat £	Net £	Description	Chq/Bacs
J Wilson	54.77	-	54.77	Clerk's Expenses	Chq 066
J Wilson	565.21	-	565.21	Clerk's Salary	Chq 066
Pension Fund	164.28	-	164.28	Cornwall Pension Fund	Chq 067
HMRC	11.20	-	11.20	PAYE	Chq 068
Zurich	301.80	-	301.80	Insurance	Chq 069

Sue Hollands	120.06		120.06	S137 - Jubilee celebration	Chq 070
SeaDog IT	25.00	-	25.00	Website and support	BACS
Google	55.20	-	55.20	Hosting/Emails/Workspace	D/D
TOTAL	1297.52	-	1297.52		

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The following reports were provided: April/May expenditure for 2022; Actual to Budget to May 10th; Income Report; Bank reconciliation to April 30th2022. Cllr V Darnell proposed, and Cllr H Mably seconded to sign the cheques. All in favour.

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Correspondence received from 13th April to 9th May 2022:

- 14/04/22 Macmillans Revised plan for toilets
- 14/04/22 M Arnold Rosevarlock 5-day protocol -now not going to committee
- 15/04/22 Forest for Cornwall Forest for Cornwall Spring Newsletter
- 15/04/22 J Stimpson Weekly planning reports
- 15/04/22 S Sanders Wadebridge&Padstow CNP Highways Scheme
- 21/04/22 R Whittaker Weekly Planning reports
- 21/04/22 RSN Rural Bulletin
- 24/04/22 H Fincham Homes for Cornwall
- 25/04/22 M Arnold Rosevarlock – further queries
- 26/04/22 RSN Rural Bulletin 26/4
- 26/04/22 NALC NALC upcoming events
- 28/04/22 Philippa Day Weekly planning reports
- 28/04/22 Clerk April minutes and Action list
- 29/04/22 CALC Slides from Finance Briefing
- 29/04/22 Clerk Fencing enforcement
- 29/04/22 CALC Homes for Cornwall/ Civic Lantern – flyers
- 02/05/22 clerk Notes from NDP Review meeting 21/04/22
- 03/05/22 H Fincham Comm. Network Highways scheme update
- 03/05/22 Forest for Cornwall Free guided woodland walks in May
- 03/05/22 S Sanders Wadebridge & Padstow CNP meeting & AGM
- 03/05/22 S Hewitt PA22/01524 St Minver Hol Park 5-day planning protocol
- 04/05/22 RSN Rural Bulletin
- 04/05/22 Mandy Burleigh Weekly Planning reports
- 06/05/22 RSN Rural funding digest May edition
- 06/05/22 H Fincham Applications open for Landmark Tree planting 22-23 season
- 09/05/22 A Cameron Wavehunters Container
- 09/05/22 Oliver Jones Speed limits TRO Windmill Road
- 09/05/22 Sam Hewitt PA22/02692 query
- 10/09/22 Macmillans Update on the toilets

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Other Correspondence dealt with during the month:

- Info/funding re Jubilee event
- Polzeath public toilets quotes and solicitors
- Cemetery committee meeting
- CEO for the summer/cover for holidays
- Various miscellaneous requests via website
- Correspondence re Planning
- New Councillor set up
- Payroll/pension year end
- NDP Review Meeting / adding NDP to website
- Highways issues
- Noticeboard

Reports from outside bodies:

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

- There have been no Beach Management committee meetings held since the last Parish Council meeting in April.
- It was agreed to request monthly/formalised meetings with minutes.

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Beach Management committee to request meeting dates and minutes

198/05 /2022	<ul style="list-style-type: none"> Flagpole – The flagpole in Polzeath, which is used for the Blue Flag has been broken and needs replacing. Cllr N Mably proposed and Cllr C Jenrick seconded that Parish Council will fund the replacement Flag Pole. 	Beach Ranger notified of PC's decision. Awaiting details on cost etc from him.
199/05 /2022	<ul style="list-style-type: none"> Duck Truck Catering Truck situated on Polzeath Beach – there have been complaint regarding the noise from the generator. Cllr V Darnell proposed and Cllr M Parnell seconded that a letter should be sent to Cornwall Environmental Protection dept. All agreed. Cllr V Darnell will compose the letter and forward it to the clerk to send. 	Complaint sent to CC
200/05 /2022	<ul style="list-style-type: none"> Raised area outside TJ's in Polzeath. Contact planning office to find out if this privately owned area requires planning permission in order for it to be developed. This area was grassed but now has sleepers and sand with the possibility of Paradise Pizza being located here. 	Contacted planning dept 24.05.22
201/05 /2022	<p>b. New Polzeath Public Toilets. To CONSIDER any further correspondence from CC or our solicitor on this matter and RESOLVE on any action.</p> <ul style="list-style-type: none"> The toilets are still closed. Quote obtained; to be considered in closed session. 	
202/05 /2022	<p>c. Highways and Footpaths. To REPORT any problems requiring attention.</p> <ul style="list-style-type: none"> Windmill Road – the amount for the signage and road markings for the proposed speed limit change from 60mph to 30mph will be around £5k. The Parish Council is still interested in having this done but feels that £5k is too much to pay. Contact highways to see if this could be completed for less. 	Contacted Highways 24.05.22
203/05 /2022	<ul style="list-style-type: none"> The SW Coast path – the 6' fence along a stretch of the path is still in place. Enforcement have informed the Parish Council that they are now at stage 4 in the proceedings to reduce the height to 4'. 	In progress.
204/05 /2022	<ul style="list-style-type: none"> Trevanger potholes – one lot of potholes has been repaired. Another lot to be done still. 	
205/05 /2022	<ul style="list-style-type: none"> Overgrown hedge on Bishops Hill. Cllr M Parnell has agreed to contact owner re cutting it back. 	Cllr Parnell to contact owner.
206/05 /2022	<p>d. NDP Review To RECEIVE the report from NDP Working Party on the meeting 21st April.</p> <p>Cllr H Mably gave a brief update on what had been discussed at the April NDP Review meeting as follows:</p>	
207/05 /2022	<ul style="list-style-type: none"> It had been agreed that a Public Meeting should be held to give everyone a chance to have their say on how the NDP has performed and what they think about it. The meeting will be held on 19th May in the Perceval Hall. Anyone who wishes to speak will be limited to 5 minutes so that everyone has the chance to put forward their views. To be advertised with posters on notice boards and on websites for Highlands and Lowlands. To be added to Facebook as well if possible. It is requested that Councillors attend, if possible, please. <p>e. Any other reports from outside bodies as required.</p> <p>None</p>	Posters and minutes added to website. Poster added to Facebook
208/05 /2022	<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"> Add NDP Public meeting poster to Facebook if possible – liaise with Seadog IT to do this. 	Cemetery Committee meeting to be covered in June
209/05 /2022	<p>Matters of Public Interest/Date of next meeting:</p> <p>Tuesday 14th June 2022 in the Perceval Institute.</p>	Done.
	<p>Cllr V Darnell proposed and Cllr C Jenrick seconded to go into closed session. All agreed and all members of the public left the meeting.</p>	

210/05 /2022	<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 any items.</p> <p>Committees were AGREED as follows: Highways: Cllrs J Richards, C Jenrick, D Jones. Staffing: Cllrs D Hutley, J Richards, C Jenrick, H Mably. Cemetery: Cllrs D Hutley, D Meagor, N Mably. Beach Management: Cllrs J Richards, R Whitehead, V Darnell. Public Toilets: Cllrs D Hutley, D Meagor, V Darnell, N Mably. It was agreed to send this list out to everyone and also post it on the website.</p> <p>The quote for the cleaning contract for the New Polzeath Public Toilets from Cormac/Corserv was CONSIDERED. It was RESOLVED to accept the quote in principle, with the start date to be agreed by both legal teams and notified to all relevant parties.</p> <p>It was RESOLVED to request a meeting with M Arnold and Head of Planning to reach a clearer understanding on the Rosevarlock decision.</p> <p>There being no further business, the meeting closed at 21:45 hr</p>	<p>To send out to Cllrs and add to website</p>