

ST MINVER HIGHLANDS PARISH COUNCIL

Parish Clerk: J. Wilson
 106 Foxglove Crescent,
 St Merryn,
 Padstow.
 PL28 8TQ
 Tel: 07811 851987
clerk@stminverhighlands-pc.gov.uk

Council Meeting – 14th June 2022

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

Ref		Action
212/06 /2022	Persons Present: Cllr. D. Meagor, Cllr. H. Mably, Cllr.. R Whitehead, Cllr. M. Parnell, Cllr. J. Richards, Cllr. C. Jenrick.	
213/06 /2022	Apologies: Cllr. D. Hutley, Chairman, Cllr. V. Darnell, Vice-Chair, Cllr. N. Mably, Cllr. D. Jones.	
214/06 /2022	In the absence of both the Chair and Vice-Chair, Cllr M Parnell agreed to take the Chair.	
215/06 /2022	In attendance: Nine members of the public. J Wilson, Clerk, and minute taker.	
216/06 /2022	Declarations of Interest / Dispensations applied for from Members: Cllr M Parnell declared an interest in PA22/04580	
217/06 /2022	Public Participation: Parishioners raised several issues as follows: Vickie Toland wanted to hear any news on what was happening with the New Polzeath toilets.	
218/06 /2022	Diane Millington commented on the Sunnysseven application PA22/04454 which she felt was overbearing and not in keeping with the street scene.	
219/06 /2022	Jane Forster commented on Sunnysseven and asked why it had come before the council again. Cllr D Meagor answered explaining the changes to the application. Ms Forster then went on to describe the dwelling as a bungalow and noted that the street scene is made up of bungalows and dormer bungalows. She also commented on PA22/04989 Trevlac Edge which is now refurbishment and extension of existing flats which she was pleased about. Jane Forster had also looked into the licencing application for Surfside and commented that the conditions seemed to be the same and that the cut off time seemed reasonable.	The licence application will be considered as an item on the agenda
220/06 /2022	Trisha Driscoll had information regarding the footpath that she had been trying to ensure was added to the definitive map. She has the support of most people who currently live on Trenant Close She had asked for help from the parish council regarding this as it is a simpler process for the Parish Council to do it rather than a member of the public – to be considered under item 20 (c) on the agenda.	
221/06 /2022	Jon Hughes, agent re PA22/01275 Gair Na Mara spoke in support of the application and explained the changes that have been made in response to comments made by the Parish Council.	
222/06 /2022	Simon Williams, the applicant for Gair Na Mara also spoke in support of the application.	

223/06 /2022	Emily Robinson and Rob Constant spoke in support of application PA22/03805 Brooklands. The bungalow is to be replaced with a new contemporary property which feels appropriate for the area. It will have 2 parking spaces, sustainable materials and, working with all parties, it is proposed to have a garden/amenity space.	
224/06 /2022	Chris Hill provided a presentation on application PA22/04454 Sunnyseven and explained the changes that have been made in order to take into account the concerns raised previously by the Parish Council.	
225/06 /2022	The Chair thanked everyone for their comments and then asked Cllr Mould for her report.	
226/06 /2022	Cornwall Councillor's report: Cllr Mould reported on the following issues:	
227/06 /2022	<ul style="list-style-type: none"> • Beach Management Meeting – held today • Community Network Review – changes are to be brought in so Cllr Mould has requested that the Parish Council please set aside agenda time to look at this. 	
228/06 /2022	<ul style="list-style-type: none"> • Oliver Jones is to be commended for the speed and efficiency in resolving the Trewornan Bridge issue. Would be good to have a diversionary route to manage any future problems. It would be helpful if he could attend Parish Council meetings to discuss highways issues in the future. To be considered further by the Parish Council in closed session. 	To be considered in closed session in July meeting.
229/06 /2022	Standing Orders now applied.	
230/06 /2022	Council Minutes: To RECEIVE and APPROVE the minutes of the meeting held on 10 th May 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 R Whitehead, all in favour.	
231/06 /2022	Matters Arising: None.	
232/06 /2022	Planning applications for consultation: Application: PA22/03805 Proposal: Proposed replacement dwelling. Location: Brooklands Access To Polzeath Beach Caravan Park Polzeath Wadebridge Cornwall PL27 6ST. Cllr J Richards proposed support, Cllr R Whitehead seconded, all in favour.	Planning application decisions forwarded to Cornwall Council
233/06 /2022	Application: PA22/01906 – Reconsulting Proposal: Lounge Bay extension and mezzanine level added with new dormer. Location: 4 Polzeath Gardens Polzeath Wadebridge Cornwall PL27 6SS Cllr C Jenrick proposed support, Cllr D Meagre seconded, all I favour.	
234/06 /2022	Application: PA22/01275 - Reconsulting Proposal: Construction of replacement dwelling (demolition of existing dwelling) Location: Gair Na Mara Dunder Park Polzeath Wadebridge Cornwall PL27 6SX Cllr R Whitehead proposed support, Cllr J Richards seconded, majority in favour of support, two against..	
235/06 /2022	Application: PA22/04454 Proposal: Demolish dilapidated house and garage. Proposed new replacement family house and garage. Location: Sunnyseven Tinnens Way New Polzeath Wadebridge Cornwall PL27 6UD	

	<p>Cllr J Richards proposed support, Cllr H Mably seconded, four in favour of support, one against.</p>	
<p>236/06 /2022</p>	<p>Cllr M Parnell declared his interest and left the meeting. Cllr J Richards took the Chair. Application: PA22/04580 Proposal: Demolition of existing barn and proposed construction of two dwellings in lieu of Class Q Location: Land Southeast Of Sunset House St Minver Wadebridge Cornwall Cllr H Mably proposed objection, Cllr C Jenrick seconded, all in favour of refusal on the following grounds: This isn't a class Q. It is building in the open countryside, and it is outside the development boundary. Cllr M Parnell returned to the meeting and took the Chair.</p>	
<p>237/06 /2022</p>	<p>Application: PA22/05039 Proposal: Loft conversion including addition of roof lights and change of roofing material. Material changes to dormers, soffits, and gutters also. Location: Brea View Windmill Road St Minver Wadebridge Cornwall PL27 6RD Cllr J Richards proposed support, Cllr C Jenrick seconded, all in favour.</p>	
<p>238/06 /2022</p>	<p>Application: PA22/04989 Proposal: Refurbishment and extension of existing flats at Trevlac Edge. Location: Trevlac Edge Atlantic Terrace New Polzeath Wadebridge Cllr D Meagor proposed support, Cllr J Richards seconded, all in favour.</p>	
<p>239/06 /2022</p>	<p>Pre-applications and Prior Notifications - for information only. To RECEIVE any Planning Pre-Applications/Prior Notifications that may arrive. None.</p>	
<p>240/06 /2022</p>	<p>Cornwall Council Planning Decisions Received: To NOTE any Planning Decisions received from Cornwall Council. Application: PA22/02583 Proposal: Construction of a new dormer style side extension incorporating a new living area with a new bedroom and bathroom over. Location: 1 Lower Treglyn St Minver Wadebridge Cornwall PL27 6RG Approved.</p>	
<p>241/06 /2022</p>	<p>Application: PA22/02494 Proposal: New build replacement private residential home Location: Sunnyseven Tinnars Way New Polzeath Wadebridge Cornwall PL27 6UD Refused.</p>	
<p>242/06 /2022</p>	<p>Application: PA22/01524 Proposal: Certificate of Lawful Development for an Existing Use of commencement on site of application PA13/09070 Location: St Minver House Holiday Park St Minver Wadebridge Cornwall PL27 6RR Withdrawn.</p>	
<p>243/06 /2022</p>	<p>Application: PA21/12047 Proposal: Listed Building Consent to Re-roof part of main house, replace gutters and rainwater goods. Replace external vertical slate hanging. Minor internal alteration to second floor to create en-suite bathroom and dressing room Location: Trewornan Manor St Minver Wadebridge Cornwall PL27 6EX Approved.</p>	

244/06 /2022	<p>Application: PA22/03096 Proposal: Construct balcony extension to front elevation Location: Cothelstone Dunder Park Polzeath Wadebridge Cornwall PL27 6SX 5 -day planning protocol followed by Approval</p>	
245/06 /2022	<p>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 Approved.</p>	
246/06 /2022	<p>Application: PA22/03122 Proposal: Proposed re-modelling and extension. Location: Sunset 11 Trenant Close Polzeath Wadebridge Cornwall PL27 6SW Approved.</p>	
247/06 /2022	<p>Application: PA22/02761 Proposal: Proposed re-modelling and extension to dwelling. Location: 2 The Green Tredrizzick St Minver Wadebridge Cornwall PL27 6PB Approved.</p>	
248/06 /2022	<p>Application: PA22/00250/PREAPP Proposal: Pre application advice for change of use from self-catering holiday let to B and B hostel for local workers and holiday guests – self-catering. Location: Waves End Polzeath Wadebridge Cornwall PL27 6ST Closed – advice given</p>	
249/06 /2022	<p>To CONSIDER any information received regarding the licence agreement for Surfside and RESPOND accordingly. Cllr J Richards proposed that the Parish Council support this licence application, seconded by Cllr D Meagor. All in favour.</p>	Licensing officer notified og Parish Council's decision.
250/06 /2022	<p>Early Consultation on Dogs on beaches restrictions To CONSIDER the Public Spaces Protection Order re existing dog bans on beaches and send the Parish Council's view to Cornwall Council Environmental Protection Dept prior to Cornwall Council carrying out a public consultation. Deadline for receipt of views - 17th June. It was proposed by Cllr C Jenrick that the restrictions are left as they are, seconded by Cllr D Meagor, majority in favour.</p>	Environmental Protection Dept notified of Parish Council's views
251/06 /2022	<p>Greenbarnes noticeboard To PROVIDE AN UPDATE on the Noticeboard for the New Polzeath, Gulland Road site ordered in May. The Noticeboard will be delivered in August.</p>	
252/06 /2022	<p>To CONSIDER the letter from the clerk at Lanteglos By Fowey regarding the lack of transparency over housing allocations. To RESOLVE on any action. The Councillors sympathised with the clerk, but the Cllrs felt that to have the Parish Council involved would not be feasible due to the time constraints on the decision-making process.</p>	
253/06 /2022	<p>To CONSIDER and RESOLVE to action the Annual Data Protection renewal of £40. (ICO) Cllr J Richards proposed to renew the Data Protection fee, seconded by Cllr R Whitehead, agreed by all.</p>	Chq sent
254/06 /2022	<p>To CONSIDER and RESOLVE to action the CALC renewal of £404.92. (Cornwall Association of Local Councils) It was proposed by Cllr C Jenrick, seconded by Cllr J Richards, and agreed by all to renew the CALC membership.</p>	Chq sent

255/06 /2022	<p>To CONSIDER and RESOLVE TO ACTION any amendments as per the internal Audit Report for 21/22</p> <p>The Internal Audit report for 21/22 has been considered. It was proposed by Cllr J Richards, seconded by Cllr C Jenrick, and agreed by all that the Internal Audit report is accepted, and the recommendations carried out. The recommendations are to be added to the July agenda for consideration and are as follows:</p> <ul style="list-style-type: none"> the Standing Orders and Finance Regulations should be reviewed and re-adopted the Reserves should be set and the decision minuted. 	<p>To add to July agenda</p> <p>To add to Aug Agenda</p>																																																																														
256/06 /2022	<p>To AGREE and SIGN the Annual Governance Statement for 21/22</p> <p>It was proposed by Cllr J Richards to agree sign and adopt the Annual Governance statement. Seconded by Cllr D Meagor. All in favour. The Clerk and Chair signed and dated the Annual Governance statement.</p>	<p>Signed document sent to External auditor and added to website</p>																																																																														
257/06 /2022	<p>To AGREE and SIGN the Annual Return for 21/22</p> <p>It was proposed by Cllr J Richards to agree sign and adopt the Annual Return. Seconded by Cllr D Meagor. All in favour. The Clerk and Chair signed and dated the Annual Return.</p>	<p>Signed document sent to External auditor and added to website</p>																																																																														
258/06 /2022	<p>Finance Report: 14th June 2022.</p> <p>It was RESOLVED to authorise the payment of accounts outstanding to the sum of £1698.32. Proposed by Cllr H Mably, seconded by Cllr C Jenrick, all in favour. Payments were as follows:</p>	<p>Chqs posted</p>																																																																														
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259/06 /2022	<p>The following reports were provided: May/June expenditure for 2022; Actual to Budget to June 14th; Income Report; Bank reconciliation to May 31st, 2022.</p> <p>Correspondence received from 10th May to 14th June 2022:</p> <ul style="list-style-type: none"> 11/05/22 me Revised poster & agenda for meeting on 19th 11/05/22 Planning system Weekly decision list 11/05/22 Jayne Stimpson Weekly list for 11/05/22 13/05/22 Forest for Cornwall Forest for Cornwall newsletter 13/05/22 Fionna Catlin Cothelstone PA22/03096 16/05/22 NALC Chief execs Bulletin 17/05/22 RSN Rural Services Bulletin 22/05/22 Sally Sanders PSPO'S Dogs on Beaches restrictions Urgent 17/05/22 Karen Johns Cornwall AONB Monument Improvement Funding 17/05/22 Community resources Invite from Cabinet office – health security 19/05/22 clerk@lanteglos Complaint Letter(Social Housing) 19/05/22 Philippa Day Weekly List 22/05/22 Joanne Adams Jubilee commemorative plaques 23/05/22 Georgia Rowe Weekly Decision list 25/05/22 Helen Fincham Trewornan Bridge update 25/05/22 Helen Fincham Tintagel Duck Truck/Polzeath Beach 																																																																															

	<ul style="list-style-type: none"> • 25/05/22 Rebecca Whittaker Weekly planning report • 25/05/22 Planning system Weekly decision list • 25/05/22 Greg Portass/Cllr Mould Tintagel/Polzeath duck Truck • 25/05/22 NALC NALC Events • 26/05/22 me Minutes and action list • 31/05/22 Paul Holden Buildings at risk update • 31/05/22 RSN Rural Bulletin • 31/05/22 David Meagor Speed Camera • 07/06/22 Karen Johns Cornwall AONB Management Plan 2022-27 • 07/06/22 Jayne Stimpson Weekly list • 07/06/22 CALC NALC Legal update June 22 • 07/06/22 Trisha Driscoll Footpath • 07/06/22 Alex Roads Affordable Housing provision • 06&07/06/22 Sarah Hughes Additional info re Gair Na Mara PA22/01275 • 07/06/22 RSN Rural Funding Digest • 07/06/22 Cornwall Highways CC Report ref W2283589 • 08/06/22 me Agenda for June • 09/06/22 Alice Cunliffe Weekly list • 09/06/22 Planning system Weekly decision list • 09/06/22 CALC New Calc Training dates • 09/06/22 me Surfside licence application • 09/06/22 me Minutes for public meeting on 19th May • 09/06/22 RSN Rural bulletin 	
260/06/2022	<p>Other Correspondence dealt with during the month:</p> <ul style="list-style-type: none"> • Polzeath public toilets – solicitors • Public meeting for NDP • Various miscellaneous requests via website • Various complaints about the closure of the toilets via the website • Correspondence re Planning • Year-end accounts and auditor queries • Highways issues • Noticeboard 	
261/06/2022	<p>Reports from outside bodies:</p> <p>a. Beach Management Committee. To receive any updates, to CONSIDER any new information that may be available.</p> <p>Cllr R Whitehead gave an update on the Beach Management meeting that was held:</p>	
262/06/2022	<ul style="list-style-type: none"> • The Police will be putting in more effort in putting in controls on the beach over the peak times ie 4th to 17th July. <p>The Beach ranger is in discussion with Surfside to rent frontage to keep everything under control so all should run smoothly over the summer.</p>	
263/06/2022	<ul style="list-style-type: none"> • Blue flag status is all ok. Flagpole – Highlands are to pay for the flagpole. There are to be some changes to the RNLi building so it was suggested that the flagpole be incorporated into that. Vicki Toland kindly offered the use of their flagpole at the Marine Centre in the short term. Cllr J Richards thanked her for this kind offer but it is felt that, as it could be a long time before the building is sorted, it would be prudent to organise our own flagpole. Cllr J Richards had found out the price – he will pass on the quote and let the Cllrs and clerk know so that it can be purchased before the next meeting (6m, fibreglass pole) In the meantime Vickie will put the flag up on their pole if possible. Andy already has the flag ready to put up. 	
264/06/2022	<ul style="list-style-type: none"> • Dogs on beaches- already discussed under item 10 on the agenda 	
265/06/2022	<ul style="list-style-type: none"> • Coronation Gardens – it has been suggested that to get the car park off the beach it could be relocated to Coronation Gardens, and also possibly have shops on the right-hand side. Feedback requested and suggestions were: Keep the greenery at Coronation Gardens, keep it as is 	

Clerk to purchase flagpole when quote is received.

266/06 /2022	<p>Remove the containers off the beach and develop the area to the left and behind the toilets, perhaps add bank of showers and BBQ's Keep the beach as it is Leave the car park on the beach.</p> <p>It was noted by the Chair that it is difficult to comment without having a definite proposal in front of us, but the Cllrs have given a general feel for what they would like to see so the committee members can take this to the next Beach Management meeting.</p> <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"> To be considered in closed session. 	Beach management committee will take this information to their next meeting.
267/06 /2022	<p>c. Highways and Footpaths. To REPORT any problems requiring attention.</p> <ul style="list-style-type: none"> Hedging is causing a problem at this location: \\arranges,sailed,tulip. End of Keiro Lane/Treglyn – problem with visibility due to Charlock weed – to be reported. Windmill Road – reported to Oliver Jones to see if this could be done without the Parish Council contributing £5000 – he advised it would possible to add this as a Highway Scheme in the next round of schemes/funding. A EOI would need to be completed and submitted, and the panel at the time would then decide on whether it was acceptable. It was agreed to revisit this issue in the future when the next round of Highways Scheme funding comes up. Clerk to Contact the parishioner who raised this some time ago to let him know the outcome. 	Reported to CC
268/06 /2022		
269/06 /2022	<ul style="list-style-type: none"> To CONSIDER and RESOLVE on any actions regarding adding the unmade path off Trenant Close to the definitive map: Trisha Driscoll kindly attended and gave a presentation on this issue. Cllr J Richards proposed the Parish Council contact Cornwall Council to ask for this to be added to the definitive map. Seconded by Cllr C Jenrick, 4 in favour, 1 abstention. Clerk to contact CC. 	Parishioner notified.
270/06 /2022	<p>d. NDP Review To RECEIVE the report from NDP Working Party on the Public Meeting held on 19th May 2022</p> <p>Members gave a brief update on what had been discussed at the May NDP Review meeting as follows:</p> <ul style="list-style-type: none"> There were very few young people at the meeting. Affordable housing was the main issue that was discussed. It was suggested that the £10k amount for a plot doesn't really reflect the current level needed to encourage landowners to consider affordable housing as a viable option. It needs to be more to fit in with current land pricing levels and be in line with inflation in this particular area eg £25k? More needs to be done to try and engage young people in this issue. 	In progress
271/06 /2022		
272/06 /2022	<p>e. Any other reports from outside bodies as required.</p> <p>Cllr D Meagor provided a summary of the cemetery committee meeting that took place on 28 April 2022.</p>	
273/06 /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"> Facebook postings are still not showing up properly. Clerk to check with Seadog on how to fix this. 	Change made to settings which should help.
274/06 /2022	<p>Matters of Public Interest/Date of next meeting:</p> <p>Tuesday 12th July 2022 in the Perceval Institute.</p>	

275/06 /2022	Cllr D Meagor proposed and Cllr J Richards seconded to go into closed session. All agreed and all members of the public left the meeting.	
276/06 /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>	
277/06 /2022	It was RESOLVED to arrange an extraordinary meeting of the Parish Council to discuss issues that have arisen with the Public Toilets.	Meeting held on 29 th June
278/06 /2022	There being no further business, the meeting closed at 21:35 hr	