

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 – 9th August 2022

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

Ref		Action
358/08 /2022	Persons Present; Cllr. V. Darnell, Vice-Chair, Cllr. C. Jenrick, Cllr. D. Jones, Cllr. N. Mably, Cllr. H. Mably, Cllr. D. Meagor, Cllr. M. Parnell, Cllr. J. Richards, Cllr. R. Whitehead. County Cllr C. Mould.	
359/08 /2022	Apologies: Cllr. D. Hutley, Chairman.	
360/08 /2022	As the Chair is unable to attend this meeting, the Vice Chair will take the meeting.	
361/08 /2022	In attendance: Two members of the public. J Wilson, Clerk, & minute taker.	
362/08 /2022	Declarations of Interest / Dispensations applied for from Members: None.	
	Public Participation: The parishioners raised several issues as follows:	
363/08 /2022	Jane Forster raised concerns again about the toilets and expressed her hope that they would be open soon. The area around the New Polzeath Public toilets is still unpleasant.	Toilets ae now open
364/08 /2022	Mr Chapman – applicant for PA22/05972 - a Maintenance Shed is attending the meeting so he can answer any queries about the application. Councillors queried what it would be used for and why he was only now applying for planning permission. Mr Chapman explained that it would be used for storage of machinery, and that he hadn't realised until recently that he needed planning permission and applied one he realised he had to.	
365/08 /2022	The Vice Chair thanked everyone for their comments and then moved on to the next item on the agenda which was the County Councillor's report.	
	Cornwall Councillor's report: Cllr Mould reported on the following issues:	
366/08 /2022	<ul style="list-style-type: none"> Cllr Mould had followed up on the toilets and suggested that the Parish Council contact Al Hoare Service Director for Cormac Facilities if this issue is not resolved. 	
367/08 /2022	<ul style="list-style-type: none"> Car Park Levy – Cllr Mould suggested contacting Philip Desmond and Helen Fincham initially regarding adding a levy to the New Polzeath car park charges to part fund the toilets. 	Cllr J Richards to email.
368/08 /2022	<ul style="list-style-type: none"> Cllr Mould gave a brief description of the SPF – Shared Prosperity Fund. EOI's will be required for any project to be put forward. This money is coming from Defra. Making space for sand is one of the projects that could benefit from this. 	To be included on Sept agenda

369/08 /2022	<ul style="list-style-type: none"> • Planning protocol for PA22/05802. Cllr Mould explained that the policy 3.5 in the NDP is clear regarding change of use from holiday to primary residential dwelling therefore this application couldn't go to committee. 	To set up a folder of ongoing issues to raise amendments to the NDP
370/08 /2022	<ul style="list-style-type: none"> • The Councillors felt this showed the importance of careful wording of policies and will be important at the main NDP Review. Noted to consider wording of policy 3.5 particularly with regard to location of dwellings. 	
371/08 /2022	Standing Orders now applied.	
372/08 /2022	Council Minutes: To RECEIVE and APPROVE the minutes of the meeting held on 12 th July 2022.	
373/08 /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 C Jenrick, seconded by Cllr J Richards,	
374/08 /2022	majority in favour, those Councillors who were absent for that meeting abstained.	
375/08 /2022	Matters Arising: To be considered under relevant agenda items.	
376/08 /2022	Planning applications for consultation: Application: PA22/05972 Proposal: Retrospective application for the erection of metal frame store/workshop for caravan site owners. Location: Dinham Farm Caravan Park Camel Road St Minver Wadebridge Cornwall PL27 6RH. Cllr M Parnell proposed support, Cllr H Mably seconded. All in favour. One Parishioner left the meeting.	Parish Council's decisions notified to CC
377/08 /2022	Application: PA22/06650 Proposal: Non-material amendment (NMA1) in relation to decision PA21/05849 dated 21.12.2021 for alteration to the roof line to accommodate and hide solar panels Location: 3 And 4 Trevanger Cottages Quakers Road St Minver Wadebridge Cornwall PL27 6QS. Cllr J Richards proposed support, Cllr C Jenrick seconded, all in favour.	
378/08 /2022	Application: PA22/06669 Proposal: Non-material amendment (NMA1) in relation to decision PA20/03625 dated 22.06.2020 for change in material treatment to converted garage walls and revised landscaping works. Location: Trehane Bishops Hill Road New Polzeath Wadebridge Cornwall PL27 6UF.	
379/08 /2022	Cllr J Richards proposed support, Cllr H Mably seconded, all in favour. Cllr C Mould left the meeting.	
380/08 /2022	Pre-applications and Prior Notifications - for information only. To RECEIVE any Planning Pre-Applications/Prior Notifications that may arrive. Application: PA22/01233/PREAPP Proposal: Pre-application advice for new holiday unit. Location: Valley Caravan Park Polzeath Wadebridge Cornwall PL27 6SS.	
381/08 /2022	Cornwall Council Planning Decisions Received: To NOTE any Planning Decisions received from Cornwall Council. Application: PA22/04717 Proposal: Proposed demolition of the existing bungalow and construction of new replacement dwelling Location: Dolphins Cliff Lane New Polzeath Wadebridge PL27 6UE Approved.	

382/08 /2022 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
Approved.

383/08 /2022 Application: [PA22/04454](#)
 Proposal: Demolish dilapidated house and garage
 Proposed new replacement family house and garage
 Location: Sunnyseven Tinnars Way New Polzeath Wadebridge Cornwall PL27 6UD
Approved.

384/08 /2022 Application: [PA22/01275](#)
 Proposal: Construction of replacement dwelling (demolition of existing dwelling)
 Location: Gair Na Mara Dunder Park Polzeath Wadebridge Cornwall PL27 6SX
Approved.

385/08 /2022 Application: [PA22/04989](#)
 Proposal: Refurbishment and extension of existing flats at Trevlac Edge
 Location: Trevlac Edge Atlantic Terrace New Polzeath Wadebridge Cornwall PL27 6UG
Approved.

386/08 /2022 To **PROVIDE AN UPDATE** on the Noticeboard for the New Polzeath, Gulland Road site ordered in May.
 The Noticeboard has been delivered and Cllrs J Richards and R Whitehead will put it up.

387/08 /2022 **To CONSIDER** the correspondence from Let Cornwall Decide regarding the proposal to have a Mayor of Cornwall and **RESOLVE** on any action. Cllr H Mably proposed, and Cllr R Whitehead seconded to write back to Let Cornwall Decide, copying in Cllr C Mould, to say it should go to a public vote so Cornwall Council should hold a referendum. Majority in favour, one against.

388/08 /2022 To **CONSIDER** the Zoom annual subscription renewal of £143.88, due 23/08/22 and **RESOLVE** on any action.
 Cllr H Mably proposed, and Cllr J Richards seconded that the subscription should be cancelled as virtual meetings are no longer taking place. All in favour.

Subscription cancelled

389/08 /2022 **Finance Report: 9th August 2022.**
 It was **RESOLVED** to authorise the payment of accounts outstanding to the sum of £5388.65 . Proposed by Cllr J Richards, seconded by Cllr R Whitehead, all in favour. Payments were as follows:

Cheques posted.

Payee	Gross £	Vat £	Net £	Description	Chq/Bacs
J Wilson	29.42	-	29.42	Clerk's Expenses	Chq 078
J Wilson	565.21	-	565.21	Clerk's Salary	Chq 078
J Wilson	47.32	-	47.32	Cemetery committee salary	
Pension Fund	179.42	-	179.42	Cornwall Pension Fund	Chq 079
HMRC	23.00	-	23.00	PAYE	Chq 080
St Minver Cemetery Committee	2300.00	-	2300.00	Cemetery Precept 1 st instalment	Chq 081
Greenbarnes Ltd	1739.49	289.91	1449.58	Noticeboard	
MacMillans Solicitors LLP	420.00	70.00	350.00	Professional fees	
Sub total	5303.86	359.91	4943.95		
SeaDog IT	25.00	-	25.00	Website support	stripe

Google	59.79	-	59.79	Hosting/Emails/Workspace	D/D
Sub total	84.79	-	84.79		
TOTAL	5388.65	359.91	5028.74		

390/08
/2022

The following reports were provided:

391/08
/2022

July/August expenditure for 2022; Actual to Budget to August 9th; Income Report; Bank reconciliation to July 31st, 2022.

392/08
/2022

Correspondence received from 12th July to 09th August 2022 - for your information. For the meeting to be held on Tuesday 09th August 2022:

- 13/07/22 Stephen Trudgian Weekly list 13/07/22
- 13/07/22 Rachel Dark Weekly decision list 06/07/2022
- 13/07/22 Positive Planning Planning training for local councils
- 13/07/22 CALC Steve Parkinson training courses
- 22/07/22 RSN Rural Bulletin
- 22/07/22 Phillipa Day Weekly list 20/07/22
- 22/07/22 Rachel Dark Weekly Decision List 13/07/22-19/07/22
- 27/07/22 NALC NALC Events
- 27/07/22 RSN Rural Bulletin 26/07/22
- 28/07/22 Planning system support Weekly decision list 20-27 July
- 28/07/22 Gemma Parnell Weekly list 27/07/22
- 01/08/22 Let Cornwall Decide View of SMHPC on a Mayor of Cornwall
- 01/08/22 Positive Planning Planning news for local councils July newsletter
- 01/08/22 NALC Chief Executives Bulletin
- 05/08/22 Claire Green, Licensing Licensing subcommittee response re Surfside
- 05/08/22 Sally Sanders Safer Cornwall Press release
- 05/08/22 Alice Cunliffe Weekly list w/e 03/08/22
- 08/08/22 Cllr C Mould Shared Property Fund
- 08/08/22 NALC Chief Executives Bulletin 08/08
- 08/08/22 NALC NALC Newsletter
- 08/08/22 RSN Rural Funding Digest Aug. 22 edition
- 08/08/22 Sally Sanders Highway schemes update
- 08/08/22 RSN Rural Bulletin 02/08/22

393/08
/2022

Various other correspondence dealt with during the month:

- Parking Queries/complaints re Polzeath parking
- Menefreda Way speeding
- Grave/burial enquiry – further emails/meeting
- Windmill road – correspondence between parishioners and Highways
- New Polzeath toilets phone calls/correspondence with solicitors, CC, Corserv, CALC
- Complaints re closure of toilets.
- Licensing re Surfside.
- Help the Vulnerable and Wadebridge foodbank
- Complaint re Polzeath beach litter
- NDP meeting
- Cemetery precept
- Beach Ranger donation
- Village Green Access query
- Miracle Theatre King Lear

395/08 /2022	Reports from outside bodies:	
396/08 /2022	a. Beach Management Committee. To receive any updates, to CONSIDER any new information that may be available. The Beach Management Group had held a meeting and the committee reported back on the following issues:	
397/08 /2022	<ul style="list-style-type: none"> • Motorhomes parking overnight on Polzeath Beach car park – one of the Beach Ranger’s roles is organising the car park. This ties in with revenue level as well. • Dog complaints – there have been a few complaints this year. • CEO – query raised regarding holiday cover. Contact Zoe regarding this. 	Emailed Zoe Hall
398/08 /2022	<ul style="list-style-type: none"> • Next Year – the first two weeks in July could be an issue. It may be possible to use cameras/lighting as a means of managing any problems. It was suggested this could be done through Polzeath Together. 	
399/08 /2022	<ul style="list-style-type: none"> • Making space for sand – to add to Sept agenda. 	Add to Sept agenda
400/08 /2022	Levy for New Polzeath Car Park	
	<ul style="list-style-type: none"> • Cllr Mould had suggested contacting Phillip Desmond and Helen Fincham. Cllr J Richards will contact them. Clerk to send contact details to Cllr Richards. 	Contact details forwarded to Cllr Richards
401/08 /2022	Flagpole – to RECEIVE any updates and RESOLVE on any actions	
	<ul style="list-style-type: none"> • No room on the RNLI hut for a flagpole. Cllr J Richards and R Whitehead will obtain quotes for flagpoles for the next meeting. 	
402/08 /2022	b. New Polzeath Public Toilets. To CONSIDER any further correspondence from CC or our solicitor on this matter and RESOLVE on any action.	
	<ul style="list-style-type: none"> • To be considered in closed session. 	
403/08 /2022	c. Highways and Footpaths. To REPORT any problems requiring attention.	
	<ul style="list-style-type: none"> • Update on Menefreda Way speeding report – it was agreed to forward the report to the parishioner concerned and also to add the report to the website if possible. 	
404/08 /2022	<ul style="list-style-type: none"> • Highways Issues to be reported to Cornwall Council are as follows: <ul style="list-style-type: none"> - Road oily between Bee Centre and Port Quin Cross - Further up from Southwinds on the corner the road surface has a dip in it again. - Bench on Trevanger Hill, halfway up, needs strimming (Check with A1 first) 	
405/08 /2022	d. NDP Review	
	<ul style="list-style-type: none"> • Note date of next NDP Review meeting will be 8th September. • The policy on change of use from holiday to permanent/primary residence should be looked at in the main review of the NDP. Any further issues/ongoing changes should be noted, and a record kept for reference when the review takes place in several years’ time. 	Hall booked. Folder set up for any review points for the NDP for the main review before 2030
406/08 /2022		
407/08 /2022	e. Any other reports from outside bodies as required.	
	None.	
	One parishioner left the meeting.	
408/08 /2022	Facebook and website postings:	
	To consider what information should be posted onto the website and Facebook for this month:	
	<ul style="list-style-type: none"> • Postings seem to be working now. 	
409/08 /2022	Matters of Public Interest/Date of next meeting:	
	Tuesday 13 th September 2022 in the Perceval Institute.	
410/08 /2022	Cllr C Jenrick proposed, and Cllr J Richards seconded to go into closed session. All agreed and all members of the public had left the meeting.	

411/08 /2022	<p>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 any items.</p>	
412/08 /2022	<p><u>1. Minutes for the meeting held on 29th June 2022.</u> 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 J Richards, seconded by Cllr H Mably and agreed by all.</p>	Minutes added to website
413/08 /2022	<p><u>2. New Polzeath Public Toilets.</u> To CONSIDER any further correspondence from CC on this matter and any other information received and RESOLVE on any action. It was RESOLVED to forward information received from CALC and information on the car park levy to the members for their information.</p>	CALC email forwarded to Members
414/08 /2022	Cllr D Jones agreed to put all information together in a report for the members.	
415/08 /2022	It was RESOLVED to go ahead with the insurance for the toilets, should it be required, and to include it in the current Parish Council policy.	Zurich Ins. Contacted
416/08 /2022	<p><u>3. Anti-social behaviour</u> To CONSIDER the suggestion to write to letting agents in the area and RESOLVE on any action. It was agreed that this should come under the remit of the Beach Management Group within their strategy for next year.</p>	No action required.
417/08 /2022	There being no further business, the meeting closed at 21:00 hr.	