

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

1st November 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 Meeting of St Minver Highlands Parish Council will be held on **Tuesday 8th November 2022 in The Perceval Institute. 19.00 hours.**

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

1. Persons Present / Apologies.

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

2. 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.

3. Public Participation

To **RECEIVE** comments from Members of the public.¹

4. Cornwall Councillor's Report: To **RECEIVE** a report on the business of Cornwall Council from Cllr C. Mould.

5. Council Meeting: Minutes 11th October 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). To **NOTE** any matters arising from the Minutes.

¹ 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.

6. Planning Applications for Consultation. To RECEIVE any Planning Applications that may arrive and RESPOND to the Planning Authority accordingly.

Application: [PA22/08525](#)

Proposal: Change of Use of extension to a separate residential unit to be known as 5A Sun Cove, Polzeath (approved under Application No. E1/2003/0899 dated 26th June 2003)

Location: 5A Sun Cove Polzeath Wadebridge Cornwall PL27 6ST

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

Application: [PA22/01819/PREAPP](#)

Proposal: Pre application advice for the remodelling of the existing dwelling.

Location: The Beach House Polzeath Wadebridge Cornwall PL27 6SS

8. Cornwall Council: Planning Decisions – Approvals / Refusals.

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

Application: Application: [PA22/07397](#)

Proposal: Prior Approval for Change of Use from agricultural building to dwelling (amended design to permitted conversion of a single storey stone barn)

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

Prior approval not required.

Application: [PA22/05972](#)

Proposal: Retrospective application for the erection of metal frame store/workshop for caravan site owners.

Location: Little Dinham Woodland Caravan Park Camel Road St Minver Wadebridge Cornwall PL27 6RH

Approved.

Application: [PA22/05434](#)

Proposal: Refurbishment and extension of existing farmhouse, and demolition and rebuilding of existing adjacent stone barn to create outbuilding for incidental use.

Location: Moyles Farm Access To Moyles Farm St Minver Wadebridge Cornwall PL27 6QT

Approved.

9. To CONSIDER the correspondence from Friends of Wadebridge Leisure Centre and their REQUEST for funding assistance. Confirmed that the Parish Council can precept for leisure outside of their precept area (Local Council 1976 (Miscellaneous Provisions) Act s19. To **RESOLVE** on any action.

10. To CONSIDER providing a seat at the Trenant Bus Stop. **To RESOLVE** on any action.

11. To DISCUSS the request for Grant Funding from Jane Evans for funding of Christmas lights and trees for Polzeath and **RESOLVE** on funding and payments accordingly

12. To DISCUSS the request for Grant Funding from St Minver group for funding of Christmas lights and trees for St Minver and **RESOLVE** on the amount of funding and payment accordingly.

13. Consultation on Landscape Character Assessment.

14. To CONSIDER the information on the Shared Prosperity Fund and **RESOLVE** on any action. See the links: [About - Shared Prosperity Fund \(ciosgoodgrowth.com\)](#) and also: [Council approves £132m plan to boost business, communities and skills - Cornwall Council](#)

15. Budget 2023/2024

To **DISCUSS** and **RESOLVE** on proposed budget for next year (staffing element to be discussed in closed session), including:

- Consider and agree amount for maintenance of toilets 2023/24
- Consider and agree any s137 amount.

16. Finance Report: 8th November 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 and RESPOND accordingly.

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

18. Reports from outside bodies:

- a. Beach Management Committee. To receive any updates, and to **CONSIDER** any new information that may be available.
 - Flagpole – to **RECEIVE** any updates and **RESOLVE** on any actions
- b. New Polzeath Public Toilets.
 - To **REPORT** any updates.
- c. Highways and Footpaths.
 - To **REPORT** any problems requiring attention.
 - To **RECEIVE** the Report on Windmill Road and **RESOLVE** on any action.
- d. Affordable Housing Working Party
 - First Affordable Housing Working Party – Wednesday 23^d November
 - Agree terms of reference.
- e. Any other reports
Next Cemetery Committee meeting – provisional date Thursday 17th November

19. Facebook and website postings:

To consider the information to be posted onto the website and Facebook this month.

20. Matters of Public Interest:

Date of next meeting: Tuesday 13th December 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 any items.

- Clerk's Employment Contract and staffing budget amount if required.