

St Minver Highlands Parish Council

Parish Clerk: J Wilson
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3rd January 2023

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 10th January 2023 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. Speaker: Mr Jolyon Sharpe

Mr Sharpe will be speaking about the Making Space for Sand project, and will answer any questions about this from Councillors and members of the public.

4. Public Participation

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

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

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. Council Meeting: Minutes 13th December 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.
- 7. Planning Applications for Consultation. To RECEIVE any Planning Applications that may arrive and RESPOND to the Planning Authority accordingly.**
Application: [PA22/11230](#)
Proposal: Proposed garage conversion and link between house and garage
Location: Penteli Roserrow Farmhouse Lane St Minver Wadebridge Cornwall PL27 6QT
- Application: [PA22/10929](#)
Proposal: Application for discharge of a planning obligation in respect of application E1/C/59/11291, decision notice 11332/C dated 24th February 1959
Location: 1 To 3 And 5 To 7 Brooklands Polzeath Wadebridge Cornwall PL27 6ST
- Application: [PA22/10883](#)
Proposal: Introduction of a detached ablution block/ container to service proposed hostel
Location: Waves End Polzeath Wadebridge Cornwall PL27 6ST
- Application: [PA22/10881](#)
Proposal: Application for a certificate of lawfulness for the existing use of numbers 1,2,3,5,6 and 7 Brooklands as independent residential dwellinghouses is lawful
Location: Brooklands Polzeath Wadebridge Cornwall PL27 6ST
- Application: [PA22/10788](#)
Proposal: Proposed extension and internal alterations
Location: Treverden Cliff Lane New Polzeath Wadebridge Cornwall PL27 6UE
- Application: [PA22/10726](#)
Proposal: Certificate of Lawful Development for an Existing Use of site used as a campsite for over 10 years. Refer to covering letter for more information.
Location: Dinham Farm Caravan Park Camel Road St Minver Wadebridge Cornwall PL27 6RH
- 8. Pre-applications and Prior Notifications- for information only. To RECEIVE any Planning Pre-Applications and Prior notifications that may arrive.**
Application: [PA22/10985](#)
Proposal: Prior Approval for the Change of Use of an agricultural building to a dwellinghouse (Class C3)
Location: The Coach House And Stable The Green Tredrizzick St Minver Wadebridge Cornwall PL27 6QB
- 9. Cornwall Council: Planning Decisions – Approvals / Refusals.**
To **NOTE** any Planning Decisions received from Cornwall Council.
None.
- 10.** To **RECEIVE** any updates on the proposal to site a bench by the bus stop on Trenant Close and **RESOLVE** on any action.
- 11. Finance Report: 10th January 2023.**
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)
- 12.** To **RESOLVE** to sign the forms requesting transfer of funds from the Lloyds bank account to the NS&I account.
- 13. Correspondence: To NOTE any correspondence and RESPOND accordingly.**
- Correspondence listed on separate sheet, e-mailed to Councillors. *Information only.*

14. Reports from outside bodies:

- a. Beach Management Committee. To receive any updates, and to **CONSIDER** any current information that may be available.
 - Coronation Gardens – To **RECEIVE** any updates and **RESOLVE** on any actions.
 - Flagpole – to **RECEIVE** any updates and **RESOLVE** on any actions
- b. New Polzeath Public Toilets.
 - To **REPORT** any updates on insurance and the £30k due from Cornwall Council and **RESOLVE** on any action
 - To **REPORT** on any other issues regarding the toilets and **RESOLVE** on any action
- c. Highways and Footpaths.
 - To **RECEIVE** any updates, to **REPORT** any problems requiring attention and **RESOLVE** on any action.
 - To **RECEIVE** any updates on the request for information on the possible siting of a grit box at Trevine and **RESOLVE** on any action.
 - To **RECEIVE** information and updates from residents and Cornwall Council regarding the Windmill Road Highways Scheme, and **RESOLVE** on any action.
- d. Affordable Housing Working Party
 - Next Affordable Housing Working Party meeting – 22nd February 2023
 - The format to be as follows:
 - 6.30pm-7pm: Invitation to speak - for anyone with land in the parishes that could be put forward for affordable housing.
 - 7pm Working Group: To discuss findings & suggested areas that may be suitable
- e. Cemetery Committee Meeting
 - Agree date of next Cemetery Committee meeting – 7th or 9th February 2023
 - Feedback from the Cemetery Committee meeting held on 17th Nov 2022
- f. Any Other Reports

15. Facebook and website postings:

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

16. Matters of Public Interest:

Date of next meeting: Tuesday 14th February 2023.

17. 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.