

ST MINVER HIGHLANDS PARISH COUNCIL

Parish Clerk: J. Wilson
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 St Merryn,
 Padstow.
 PL28 8TQ
 Tel: 07811 851987
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Council Meeting – 13th December 2022

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

Ref		Action
602/12 /2022	Persons Present: Cllr D Hutley, Chair, Cllr. C. Jenrick, Cllr. D. Jones, Cllr. H. Mably, Cllr. M. Parnell, Cllr. J. Richards, Cllr. R. Whitehead.	
603/12 /2022	Apologies: Cllr. V. Darnell, Vice-Chair, Cllr. N. Mably, Cllr. D. Meagor, County Cllr C. Mould.	
604/12 /2022	In attendance: One member of the public. J Wilson, Clerk, & minute taker.	
605/12 /2022	Declarations of Interest / Dispensations applied for from Members: None	
606/12 /2022	Public Participation: The parishioner raised the issue of support for having a seat at the bus shelter on Trenant Road. The parishioner had contacted Cornwall Council and spoken to Mr David Mackellar in the Highways Department, who had indicated that the Parish Council would have to take ownership of the seat once installed, if it was agreed that a seat should be placed there.	
607/12 /2022	It was proposed and agreed to move forward item 9 on the agenda. All agreed	
608/12 /2022	Standing Orders now applied. To CONSIDER providing a letter of support for the residents requesting a Bus Stop at Trenant. To RESOLVE on any action.	
609/12 /2022	Cllr M Parnell proposed the Parish Council support the provision of a bench at Trenant Close Bus Stop. Cllr J Richards seconded. All in favour.	
610/12 /2022	It was agreed that the clerk will contact Mr David Mackellar at Cornwall Council to clarify what this will involve. To report back at the January meeting.	Email sent to Mr Mackellar re the bench
611/12 /2022	Cornwall Councillor's report: Cllr Mould was not in attendance but had been in contact with highways regarding the Windmill Road scheme. The 30mph scheme was not accepted so Cllr Mould had indicated that she was not in support of the 40mph scheme, believing that implementing this scheme would cause an increase in speeding, thus making the problems worse in that area.	To be covered in the Highways section on the agenda.
612/12 /2022	Council Minutes: To RECEIVE and APPROVE the minutes of the meeting held on 8 th November 2022. It was RESOLVED that the Minutes of the meeting held on the above date having been previously circulated, were approved by the Councillors as a true record of the business discussed. Proposed by Cllr J Richards, seconded by Cllr C Jenrick, all in favour.	

613/12 /2022	<p>Matters Arising: Reply received regarding the reported issue with the grassy area at Baby Bay and this has been resolved.</p>	
614/12 /2022	<p>Tinners Way – further correspondence received on the parking issues in this area. It was agreed to forward the latest information to Highways, and suggest residents contact Highways directly going forward.</p>	<p>To email highways and residents again.</p>
615/12 /2022	<p>Planning applications for consultation: None.</p>	
616/12 /22	<p>Pre-applications and Prior Notifications - for information only. To RECEIVE any Planning Pre-Applications/Prior Notifications that may arrive.</p>	
	<p>Application: PA22/01939/PREAPP Proposal: Exception notice to fell Sycamore tree and reduce/prune multiple trees as the trees are either close to or are in contact with the 11,000-volt powerline. Location: St Minver House Holiday Park St Minver Wadebridge Cornwall PL27 6RR</p>	
	<p>Closed Advice Given</p>	
617/12 /2022	<p>Cornwall Council Planning Decisions Received: To NOTE any Planning Decisions received from Cornwall Council. Application: PA21/08632</p>	
	<p>Proposal: Change of use of land to holiday accommodation including the creation of 32no. new hard standing bases for static caravan/lodges with associated internal roads, parking, and landscaping Location: St Minver House Holiday Park St Minver Wadebridge PL27 6RR</p>	
618/12 /2022	<p>Application: PA22/08594 Proposal: Re-roof main dwelling with natural slate, introduction of larger dormers, internal alterations and ground floor extension, introduction of claddings, introduction of dormer and roof and solar panels to garage</p>	
	<p>Location: Tregeagles Rest Tredrizzick Bridge Old School Road St Minver Wadebridge Cornwall PL27 6PA Approved</p>	
619/12 /2022	<p>Application: PA22/08585 Proposal: Demolish dilapidated house and garage, proposed new replacement family house and garage with variation of conditions 2 and 3 of PA22/04454</p>	
	<p>Location: Sunnysseven Tinners Way New Polzeath Wadebridge Cornwall PL27 6UD Approved</p>	
620/12 /2022	<p>Application: PA22/08529 Proposal: Demolition of a single dwellinghouse and construction of a replacement dwelling' with variation of conditions 2 and 3 of decision notice PA19/08775 dated 24.02.2020 without compliance with condition 4 of decision notice PA22/03512 dated 13/06/2022</p>	
	<p>Location: Hayle Bay Gulland Road New Polzeath Wadebridge Cornwall PL27 6UG Approved</p>	
621/12 /2022	<p>Application: PA22/07482 Proposal: New access for the field adjacent to Treswarrow Cottage</p>	
	<p>Location: Land West Of Treswarrow Park Farm Trelights Port Isaac Cornwall PL29 3TW Approved</p>	

622/12 /2022	<p>Application: PA22/05788 Proposal: Conversion of a basement store room into holiday accommodation. Location: Pendaveli Polzeath Wadebridge Cornwall PL27 6SS Approved.</p>																																																																															
623/12 /2022	<p>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 An EOI for the toilets had been submitted by the clerk – no reply received yet. Cllr D Jones had also submitted an EOI, earlier, and had now received a reply. To keep looking into this.</p>																																																																															
624/12 /2022	<p>Budget 2023/2024 To DISCUSS and RESOLVE on proposed budget for next year The amendments as agreed last month have been included and the revised draft proposed budget had been circulated to all members. Cllr J Richard proposed we accept and adopt this as the final budget for 23/24, seconded by Cllr C Jenrick, all in favour.</p>	Final budget to be posted on website																																																																														
625/12 /2022	<p>Precept 2023/2024 To DISCUSS and RESOLVE on proposed precept for next year Following on from the final budget figures, Cllr M Parnell proposed that the level of precept should remain the same as last year, being £52885.00. Seconded by Cllr R Whitehead. Majority in favour. Clerk to notify Cornwall Council by 31/12/22.</p>	Clerk to notify CC of precept. Done																																																																														
626/12 /2022	<p>Finance Report: 13th December 2022. It was RESOLVED to authorise the payment of accounts outstanding to the sum of £1314.91. Proposed by Cllr H Mably, seconded by Cllr M Parnell, all in favour. Payments were as follows:</p>	Chq sent.																																																																														
<table border="1"> <thead> <tr> <th>Payee</th> <th>Gross £</th> <th>Vat £</th> <th>Net £</th> <th>Description</th> <th>Chq/Bacs</th> </tr> </thead> <tbody> <tr> <td>J Wilson</td> <td>66.47</td> <td>-</td> <td>66.47</td> <td>Clerk's Expenses</td> <td>Chq 106</td> </tr> <tr> <td>J Wilson</td> <td>565.41</td> <td>-</td> <td>565.41</td> <td>Clerk's Salary</td> <td>Chq 106</td> </tr> <tr> <td>Pension Fund</td> <td>164.28</td> <td>-</td> <td>164.28</td> <td>Cornwall Pension Fund</td> <td>Chq 107</td> </tr> <tr> <td>HMRC</td> <td>11.00</td> <td>-</td> <td>11.00</td> <td>PAYE</td> <td>Chq 108</td> </tr> <tr> <td>CALC</td> <td>36.00</td> <td>6.00</td> <td>30.00</td> <td>Training</td> <td>Chq 109</td> </tr> <tr> <td>D Hutley</td> <td>25.00</td> <td>-</td> <td>25.00</td> <td>s137 Remembrance Day wreath</td> <td>Chq 110</td> </tr> <tr> <td>St Minver Perceval Institute</td> <td>357.00</td> <td>-</td> <td>357.00</td> <td>Hire of hall</td> <td>Chq 111</td> </tr> <tr> <td>Sub total</td> <td>1225.16</td> <td>6.00</td> <td>1619.16</td> <td></td> <td></td> </tr> <tr> <td>SeaDog IT</td> <td>29.95</td> <td>-</td> <td>29.95</td> <td>Website support</td> <td>stripe</td> </tr> <tr> <td>Google</td> <td>59.80</td> <td>-</td> <td>59.80</td> <td>Hosting/Emails/Workspace</td> <td>D/D</td> </tr> <tr> <td>Sub total</td> <td>89.75</td> <td>-</td> <td>89.75</td> <td></td> <td></td> </tr> <tr> <td>TOTAL</td> <td>1314.91</td> <td>6.00</td> <td>1308.91</td> <td></td> <td></td> </tr> </tbody> </table>			Payee	Gross £	Vat £	Net £	Description	Chq/Bacs	J Wilson	66.47	-	66.47	Clerk's Expenses	Chq 106	J Wilson	565.41	-	565.41	Clerk's Salary	Chq 106	Pension Fund	164.28	-	164.28	Cornwall Pension Fund	Chq 107	HMRC	11.00	-	11.00	PAYE	Chq 108	CALC	36.00	6.00	30.00	Training	Chq 109	D Hutley	25.00	-	25.00	s137 Remembrance Day wreath	Chq 110	St Minver Perceval Institute	357.00	-	357.00	Hire of hall	Chq 111	Sub total	1225.16	6.00	1619.16			SeaDog IT	29.95	-	29.95	Website support	stripe	Google	59.80	-	59.80	Hosting/Emails/Workspace	D/D	Sub total	89.75	-	89.75			TOTAL	1314.91	6.00	1308.91		
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627/12 /2022	<p>The following reports were provided: Nov/Dec expenditure for 2022; Actual to Budget to Dec 13th 2022; Income Report; Bank reconciliation to Nov 30th 2022.</p>																																																																															
628/12 /2022	<p>To CONSIDER setting up a second bank account to reduce any risk of loss on amounts over £85000 and RESOLVE on any action. It was proposed by Cllr J Richards that £100,000 be transferred to the NS & I account that is already in place for St Minver Highlands Parish Council, as all funds held in this account will be protected, not just funds up to the value of £85,000 as is the case with many high street banks. Seconded by Cllr D Jones, all in favour.</p>	Forms received. To be completed and signed at the January meeting.																																																																														

629/12
/2022

Correspondence received from 7th November to 12th December 2022 - for your information. For the meeting to be held on Tuesday 13th November 2022:

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| • 09/11/22 | Planning | Weekly decision list |
| • 10/11/22 | Helen Fincham | Upcoming social prescribing activities |
| • 10/11/22 | CALC | Boundary Commission consultation |
| • 11/11/22 | NALC | Utility Aid |
| • 18/11/22 | Helen Fincham | Time2Move holiday program Christmas2022 |
| • 18/11/22 | CALC | Civility and Respect Newsletter |
| • 18/11/22 | Jane Ripley | Weekly List |
| • 18/11/22 | Sally Sanders | Action Notes CNP |
| • 18/11/22 | CALC | Reminder – Safeguarding briefing |
| • 18/11/22 | Sally Sanders | W&P Network Panel meeting |
| • 18/11/22 | NALC | Newsletter |
| • 18/11/22 | PSS | Weekly decision list |
| • 18/11/22 | CALC | Budget update briefing |
| • 21/11/22 | Training CALC | Last opportunity to book |
| • 22/11/22 | Paul Holden | Buildings at risk project |
| • 22/11/22 | Lynne Davey | Youth provision review |
| • 26/11/22 | Helen Fincham | Upcoming social prescribing activities |
| • 24/11/22 | PSS | Weekly decision list |
| • 24/11/22 | RSN | The Rural Bulletin |
| • 24/11/22 | G Parnell | Planning Weekly list |
| • 24/11/22 | NALC | Newsletter |
| • 25/11/22 | Beach Management | Urgent opinions on Coronation Garden |
| • 25/11/22 | CALC | National Tree week |
| • 25/11/22 | Kay Roberts | Pop-Up Sites – New Polzeath Car Park |
| • 29/11/22 | Cheryl Wright | Proud to Care Cornwall |
| • 29/11/22 | RSN | The Rural Bulletin |
| • 30/11/22 | me | Minutes and Action list |
| • 02/12/22 | PSS | Weekly decision list |
| • 02/12/22 | Let Cornwall Decide | CC leaders reject Mayor Referendum Debate |
| • 02/12/22 | P Day | Weekly list |
| • 02/12/22 | Tir Teg | Cornwall AONB |
| • 02/12/22 | NALC | Newsletter |
| • 02/12/22 | Helen Fincham | Keep Active |
| • 07/12/22 | RSN | Rural Bulletin |
| • 07/12/22 | Helen Fincham | Upcoming social prescribing activities |
| • 07/12/22 | Let Cornwall Decide | Cornwall Mayor Deal |
| • 07/12/22 | Gillian/J Harper | FW: Thank you |
| • 09/12/22 | Mandy Burleigh | Planning weekly list |
| • 09/12/22 | Rachel Dark | Weekly decision list |
| • 09/12/22 | RSN | Rural Funding Digest |
| • 13/12/22 | Forest for Cornwall | Newsletter |
| • 13/12/22 | Helen Fincham | Highways Schemes update |
| • 13/12/22 | CALC | Police and Crime Commissioners Survey |
| • 12/12/22 | Highways | Winter Maintenance update – salt bins |
| • 12/12/22 | Helen Fincham | Proposed deal for Cornwall |
| • 13/12/22 | NALC | Chief Exec Bulletin. |

Planning Consultations received from 7th November to 12th December 2022 -

- 18110/22 Cornwall Council Planning Consultation ref PA22/02494 Withdrawn

630/12
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631/12
/2022

Various other correspondence dealt with during the month:

- Information re Windmill Road Scheme
- Cemetery Committee meeting
- Affordable Housing meeting.
- LMP/SWCP claim

632/12 /2022	<p>Other Correspondence items received:</p> <ul style="list-style-type: none"> • Cllr R Whitehead notified the Council that there are several hedges that need trimming. Cllr M Parnell will provide contact details for the owner of the hedges so we can contact him to arrange for them to be trimmed. 	
633/12 /2022	<ul style="list-style-type: none"> • Tredrizzick Green – the grass there hasn't been cut for a while so the local resident has been doing it. Clerk to contact A1 to find out when it was last done and ensure it is included in the cuts going forward. 	To contact A1 re the grass cutting
634/12 /2022	<ul style="list-style-type: none"> • Tredrizzick Green – issue with the stream filling up so the water is going over the bridge. Clerk to contact Environmental Health to ask them to come and inspect the area. 	To contact Env Services regarding the stream.
635/12 /2022	<p>Reports from outside bodies:</p> <p><u>a. Beach Management Committee.</u></p> <p>To receive any updates, to CONSIDER any new information that may be available.</p> <p>To RECEIVE Update on Coronation Gardens</p> <p>Cllr R Whitehead had emailed everyone regarding Coronation Gardens and had received feedback from Councillors to pass onto the Beach Management Group. Information received so far is that there will be 5 plots available for tender on Coronation Gardens.</p>	
636/12 /2022	<p><u>Flagpole</u> – to RECEIVE any updates and RESOLVE on any actions:</p> <p>Cllr R Whitehead had received a quote for the flag pole of £1500.00 He will go back to them for possible reduction in transport/delivery costs. It is proposed to site the flagpole on the side of the RNLI Hut by the stone wall.</p>	
637/12 /2022	<p><u>b. New Polzeath Public Toilets.</u></p> <ul style="list-style-type: none"> • The transfer process has been completed and the Parish Council now owns the New Polzeath Toilet Block. Clerk to ensure insurance cover is in place. 	To contact Zurich. Done
638/12 /2022	<ul style="list-style-type: none"> • Cornwall Council had agreed to provide £30k for any maintenance needed. This has not yet been received. Clerk to contact them regarding this. 	To contact CC
639/12 /2022	<ul style="list-style-type: none"> • No bills received yet. Clerk to try and find out likely costs. 	To contact Lowlands Clerk.
640/12 /2022	<p><u>c. Highways and Footpaths.</u></p> <p>To REPORT any problems requiring attention.</p> <ul style="list-style-type: none"> • It was noted that that some time ago the owners of the St Minver holiday park had offered to make a contribution towards any highways/maintenance issues in the area by their site. Cllr C Jenrick proposed, and Cllr J Richards seconded to try contacting them as the Archway area needs some work to tidy it up. This may be a suitable area for any contribution. All agreed. 	To contact St Minver Holiday Park.
641/12 /2022	<ul style="list-style-type: none"> • Vehicles trying to use Gut Hill in the recent bad weather have struggled in the icy conditions. It was agreed to write to Cllr Mould and Highways to see if there is anything that could be done to improve the safety of the road surface eg non-slip tarmac. 	To contact Cllr Mould and Highways.
642/12 /2022	<ul style="list-style-type: none"> • There has been a request for a grit bin at Trevine. Clerk has contacted Cornwall Council for information. 	Contact D Mackellar for feasibility of grit bin there. Done
643/12 /2022	<ul style="list-style-type: none"> • Potholes reported at Trevanger Farm to Tredrizzick Green • Potholes reported at Quakers Bridge, St Minver to Polzeath via the back roads. 	To report potholes
644/12 /2022	<p><u>d. Affordable Housing Working Party</u></p> <ul style="list-style-type: none"> • The first meeting of this group took place on Wednesday 23rd November 2022 at 7pm in the Perceval Institute. It was agreed at the meeting to add a notice to the website and Facebook, asking for interested parties with land to attend the next affordable housing meeting on Wednesday 22nd February in the Perceval Hall, open to members of the public from 6.30pm to 7pm 	Add to website and facebook Done

	The Parish Councils are hoping that there will be multiple parcels of land that could be used for affordable housing only.	
645/12 /2022	e. Cemetery Committee Meeting	
646/12 /2022	<ul style="list-style-type: none"> To Agree date of next Cemetery Committee meeting – 7th or 9th February 2023. This will be done at the January meeting. Feedback from the Cemetery Committee meeting held on 17th Nov 2022 will be provided at the January Parish Council meeting. 	
647/12 /2022	f. Any other reports from outside bodies as required. <ul style="list-style-type: none"> None. 	
648/12 /2022	Facebook and website postings: Usual items to be posted: planning, news from meetings etc.	
649/12 /2022	Matters of Public Interest/Date of next meeting: Tuesday 10 th January 2023 in the Perceval Institute.	
650/12 /2022	Cllr R Whitehead proposed, and Cllr C Jenrick seconded to go into closed session. All agreed and the member of the public left the meeting.	
651/12 /2022	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.	
652/12 /2022	1. Cllr J Richards proposed and Cllr H Mably seconded to increase the Clerk’s salary and pay the back pay due as per NALC’s rates, and as indicated in the clerk’s employment contract.	To increase salary as from Jan 2023 payment.
653/12 /2022	There being no further business, the meeting closed at 20:35hrs.	