

St Minver Highlands Parish Council

Parish Clerk: J Wilson
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03rd May 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 **Annual Meeting of St Minver Highlands Parish Council** will be held on **Tuesday, 9th May 2023 in The Perceval Institute, immediately following the Annual Parish meeting.**

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

AGM

1. Election of Chair:

To **ELECT** the Chair of the Council. To **RECEIVE** the signed declaration of acceptance of office.

2. Election of Vice Chair:

To **ELECT** the Vice Chair of the Council. To **RECEIVE** the signed declaration of acceptance of office.

3. Appointment of members as representatives on outside bodies

To **APPOINT** members to represent the Council as above:

- the Beach Management Committee.
- the Public Toilets Management Committee
- the Highways and Footpaths Committee
- Staffing Committee.
- Affordable Housing Working Party
- Cemetery Committee
- Emergency Committee
- Any other committees as required

Monthly

4. Present / Apologies.

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

5. 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.

6. SPEAKER: Andy Stewart, Beach Ranger, will give a presentation on the CCTV proposed for Polzeath, and any related issues.

7. Public Participation

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

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

9. Council Meeting: Minutes 11th April 2023.

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).

10. To **NOTE** any matters arising from the Minutes.

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

Application: [PA23/02906](#)

Proposal: Single storey extension to existing residential property.

Location: Endelienta Gulland Road New Polzeath PL27 6UG

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

None

13. Cornwall Council: Planning Decisions – Approved / Refused.

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

Application [PA23/01515](#)

Proposal: First floor extension and alterations to existing dwelling

Location: Osprey Tinnars Drive New Polzeath Wadebridge Cornwall PL27 6UD

Approved

Application [PA23/01141](#)

Proposal: Proposed extension and alterations including re-location of vehicle entrance and driveway.

Location: Coppers Corner Pityme Old School Road St Minver Wadebridge Cornwall PL27 6PF.

Approved

Application PA23/02207

Proposal The conversion of barn to a dwelling and formation of new access, with an enlarged extension and curtilage to that previously approved under PA18/10681:

Location: Land North Of Trevine Farm Chapel Amble Wadebridge Cornwall PL27 6ES

Withdrawn

Application [PA23/00771](#)

Proposal: Demolition of existing double garage and storage building and the construction of new one bedroomed annex, integrated single garage and games room.

Location: Epp Haven House Epp Haven St Minver Wadebridge Cornwall PL27 6RB

Withdrawn

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.

14. To **CONSIDER** the Tredrizzick Green build and excavations and **RESOLVE** on any actions.

15. To **RECEIVE** an update on the Coronation celebrations held at the Cricket Club in St Minver on 8th May and **RESOLVE** on payment of donation as agreed at the April meeting.

16. To **CONSIDER** the request for a donation from St Minver Cricket Club and **RESOLVE** on any action.

17. To **CONSIDER** and **AGREE** the insurance renewal for 23/24.

18. Finance Report: 9th May 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)

19. Correspondence: To NOTE any correspondence.

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

20. Reports from outside bodies:

a. Beach Management Committee.

To **RECEIVE** any updates, to **CONSIDER** any new information that may be available.

- To **CONSIDER** the proposed Polzeath CCTV and any information provided by the Beach Ranger and **RESOLVE** on any action.

b. New Polzeath Public Toilets.

To **RECEIVE** any updates on progress.

- To **RECEIVE** any updates re the £30k and **RESOLVE** on any action
- To **RECEIVE** any updates regarding the cleaning contract for 23/24 and **RESOLVE** on any action.
- To **RECEIVE** any updates on new doors/windows and **RESOLVE** on any action.

c. Highways and Footpaths.

To note any problems requiring attention and **RESOLVE** on any action.

d. Affordable Housing Working Party

- For information: Next Affordable Housing Working Party meeting – 24th May 2023 (Invitation sent to Phil Donohue to attend)
- To **RECEIVE** update from members on the proposed Housing Survey

e. Cemetery Committee Meeting

- To **RECEIVE** an Update from the meeting held on 25th April. Date of next meeting tbc.

f. Any Other Reports

21. Facebook and website postings:

To consider what information should be posted onto the website and Facebook for month.

22. Matters of Public Interest:

Date of next Parish Council Meeting: Tuesday 13th June 2023.

Date of next Cemetery Committee meeting: TBC

Date of next Affordable Housing meeting: Wednesday 24th May 2023

23. 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.