

# ST MINVER HIGHLANDS PARISH COUNCIL

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## Council Meeting – 11<sup>th</sup> April 2023

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

Ref	Action
145/04 /2023	<b>Persons Present:</b> Cllr D Hutley, Chair, Cllr. V. Darnell, Vice-Chair, Cllr. H. Mably, Cllr. D. Meagor, Cllr. N. Mably, Cllr. J. Richards, Cllr. R. Whitehead, County Cllr C. Mould.
146/04 /2023	<b>Apologies:</b> , Cllr. D. Jones, Cllr. M. Parnell, Cllr. C. Jenrick.
147/04 /2023	<b>In attendance:</b> Five members of the public. J Wilson, Clerk, & minute taker.
148/04 /2023	<b>Declarations of Interest / Dispensations applied for from Members:</b> Cllr. D. Meagor declared an interest in item 13, Finance, on the agenda. Cllr V Darnell declared an interest in planning application PA23/01735
149/04 /2023	<b>Public Participation:</b> Several representatives from Cornwall Cricket Club attended and gave a brief update on their plans for a Women’s Team and a Children’s Team. Their request for a donation will be added to the May agenda.
150/04 /2023	Jo Jones gave a detailed update regarding the Community Party to be held on 8 <sup>th</sup> May at the Cricket Club in St Minver to celebrate the King’s Coronation. It will be held from 1pm to 5pm. Posters are up and it is advertised on website/facebook. Volunteers from PTA will help on the day. Sponsorship is also being requested from local businesses.
151/04 /2023	The Chair suggested bringing forward item 11 on the agenda – proposed by Cllr J Richards, seconded by Cllr H Mably, and all agreed.
152/04 /2023	Standing Orders applied.
153/04 /2023	To <b>CONSIDER</b> the requests for funding for any Coronation events within the parish and <b>RESOLVE</b> on payment. Cllr J Richards proposed an amount of £500, seconded by Cllr R Whitehead. All agreed – to be paid at the next meeting once final cost is known.
154/04 /2023	All member of the public left and the Chair thanked them for their attendance. Standing orders disapplied and return to public session.
155/04 /2023	The Chair invited the County Cllr to give her report for this month.
156/04 /2023	<b>Cornwall Councillor’s report:</b> Cllr C Mould reported on the following issues: <ul style="list-style-type: none"> <li>The Mayor for Cornwall/Devolution Deal. This will not be considered further. Instead Cornwall Council will concentrate in getting an enhanced level 2 deal for Cornwall.</li> </ul>

157/04 /2023	<ul style="list-style-type: none"> <li>• EOI re the Trevine/Chapel Amble Highways scheme which concerns the traffic going through Trevine and in particular relates to the length of vehicle. The Parish Council may wish to discuss before deciding on a course of action.</li> <li>• The Chair had in March asked Cllr Mould to chase up the £30k due for dilapidations – still ongoing.</li> <li>• It was noted that the Beach Box will be staying on the beach.</li> <li>• It was noted that complaints regarding Surfside have been reported.</li> <li>• Waves End – there are reports of businesses being run from here. Currently being looked into.</li> <li>• Dinham Farm containers/trailer at New Polzeath – matters also being looked into</li> <li>• Cameras/CCTV for Polzeath Beach. Lowlands has donated £4500 to this project.</li> <li>• Coronation Gardens – pop-ups - still carrying out checks to ensure all will be moveable, Currently the following are listed: Sauna, Big pan Pizza, Bouncy Castle, Pitch and Putt.</li> </ul> <p>Standing Orders now applied.</p>	To be discussed later in the meeting .
158/04 /2023	<p><b>Council Minutes:</b> To <b>RECEIVE</b> and <b>APPROVE</b> the minutes of the meeting held on 14<sup>th</sup> March 2023.</p> <p>It was <b>RESOLVED</b> 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 V Darnell, seconded by Cllr R Whitehead, all in favour. Signed by the Chair.</p>	
159/04 /2023	<p><b>Matters Arising:</b></p> <p>Fore Dore Nursing Home – no issues reported to the Nursing Home directly. The issues reported to Councillors concerned parking in the road in that area.</p>	
160/04 /2023	<p><b>Planning applications for consultation:</b></p> <p>Cllr V Darnell declared an interest and left the meeting.</p> <p>Application: <a href="#">PA23/01735</a></p> <p>Proposal: Refurbishment and extension of existing flats [Amended details] (re-submission of Application No. PA22/04989).</p> <p>Location: Trevlac Edge Atlantic Terrace New Polzeath Wadebridge Cornwall.</p> <p>Cllr D Meagor proposed support, Cllr J Richards seconded, majority in favour. Cllr V Darnell returned to the meeting.</p>	CC notified of Parish Council's comments re planning applications
161/04 /2023	<p>Application: <a href="#">PA23/02207</a></p> <p>Proposal: Amended scheme for the commenced conversion /change of use of a barn to a dwelling, together with the erection of an extension and formation of a new access, approved under PA18/10681, namely to increase the size of the extension.</p> <p>Location: Land North Of Trevine Farm Chapel Amble Wadebridge Cornwall PL27 6ES.</p> <p>Cllr R Whitehead proposed support providing primary residency condition is upheld, seconded by Cllr V Darnell, 3 in favour.</p> <p>Counter proposal by Cllr J Richards to object on grounds of overdevelopment of original barn – the proposal is far bigger than the footprint of the original barn, and is too excessive compared to the size of the original barn. Seconded by Cllr H Mably, 3 in favour. Chair had deciding vote and voted for the counter proposal. Therefore the counter proposal ie to object was carried.</p>	
162/04 /2023	<p><b>Pre-applications and Prior Notifications - for information only. To RECEIVE any Planning Pre-Applications/Prior Notifications that may arrive.</b></p> <p>Query raised regarding PA23/02695 and why prior Approval has been requested.</p>	Clerk to contact case officer.
163/04 /2023	<p>Query raised by parishioner regarding Tredrizzick Green and whether permission is needed from the Parish Council to dig a trench across it. This</p>	Clerk to contact parishioner.

	<p>was discussed by the Councillors and confirmed that permission is required before any works can be carried out. The Parish Council requires details of the works to be carried out before any permission can be granted ie the position of the proposed trench supported by a location plan, the depth of the proposed trench and information on what will be going in the trench, what it will be used for etc. This is Community property, and the Parish Council is the custodian of it.</p>	<p>Chair to check on the works that are already in progress and request that these cease, until permission granted by PC.</p>
<p>164/04 /2023</p>	<p><b>Cornwall Council Planning Decisions Received:</b> To <b>NOTE</b> any Planning Decisions received from Cornwall Council. Application: <a href="#">PA23/00788</a> Proposal: Renovation and extensions to existing bungalow Location: 7 Menefreda Way St Minver Wadebridge Cornwall PL27 6QL. <b>Approved.</b></p>	
<p>165/04 /2023</p>	<p>Application: <a href="#">PA22/10726</a> 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 PL27 6RH <b>Refused.</b></p>	
<p>166/04 /2023</p>	<p>Application: <a href="#">PA22/09991</a> Proposal: Work to trees within Tree Preservation Area (TPO) namely to fell list of trees due to severe extent of Ash Die Back Location: St Minver House Holiday Park St Minver Wadebridge Cornwall PL27 6RR. <b>Approved.</b></p>	
<p>167/04 /2023</p>	<p>Application: <a href="#">PA21/12427</a> Proposal: Change of use of land from agricultural to use by local adventure activity business. Creation of hardstanding to allow for customer and staff parking and siting of shipping containers to store activity equipment. Location: Land North East Of Dinham Farm Camel Road St Minver Wadebridge Cornwall. <b>Refused.</b></p>	
<p>168/04 /2023</p>	<p>Application: <a href="#">PA23/00120/PREAPP</a> Proposal: Pre-application advice for the construction of 2 (No.) x dwellings on vacant site. Location: Trenoweth New Polzeath Wadebridge Cornwall PL27 6UG. <b>Closed advice given.</b> Cllr C Mould left the meeting.</p>	
<p>169/04 /2023</p>	<p>To <b>CONSIDER</b> and <b>RESOLVE</b> on the request to complete an EOI re Trevine highways scheme. Cllr J Richards proposed that the Parish Council take no action at this time. Seconded by Cllr R Whitehead. Majority in favour. One abstention.</p>	
<p>170/04 /2023</p>	<p>To <b>CONSIDER</b> the request for a donation from Cricket in Cornwall and <b>RESOLVE</b> on payment. As there is a local cricket club just starting up a Women’s Team and a Children’s team, the Parish Council prefers to support this local group, rather than the County group.</p>	<p>Clerk to write back and notify them why PC is not supporting them.</p>
<p>171/04 /2023</p>	<p>To <b>CONSIDER</b> the <b>Cornwall Council Consultation on Public Space Protection Order (Alcohol Consumption)</b> and forward any agreed comments to Cornwall Council. Cllr V Darnell agreed to complete the questionnaire on behalf of the Parish Council.</p>	<p>Cllr V Darnell</p>

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**Finance Report: 11<sup>th</sup> April 2023.**

It was **RESOLVED** to authorise the payment of accounts outstanding to the sum of £7333.90. Proposed by Cllr R Whitehead, seconded by Cllr D Meagor, all in favour. Payments were as follows:

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/2023

Payee	Gross £	Vat £	Net £	Description	Chq/ Bacs
J Wilson	39.19	-	39.19	Clerk's Expenses	BACS
J Wilson	621.02	-	621.02	Clerk's Salary	BACS
Pension Fund	175.72	-	175.72	Cornwall Pension Fund	BACS
HMRC	9.20	-	9.20	PAYE and NI	BACS
D Meagor	554.10	92.35	461.75	Repairs – Toilets	BACS
CALC	417.07	61.44	355.63	Annual subs renewal	BACS
Source for Business	216.71	-	216.71	Toilets – water charges	BACS
Corserv	5211.14	868.52	4342.62	Cleaning contract - Annual	BACS
<b>Sub total</b>	<b>7244.15</b>	<b>1022.31</b>	<b>6221.84</b>		
SeaDog IT	29.95	-	29.95	Website support	stripe
Google	59.80	-	59.80	Hosting/Emails/Workspace	D/D
<b>Sub total</b>	<b>89.75</b>	<b>-</b>	<b>89.75</b>		
<b>TOTAL</b>	<b>7333.90</b>	<b>1022.31</b>	<b>6311.59</b>		

BACS  
Payments  
made via  
online  
banking.

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The following reports were provided:

Nar/Apr expenditure for 2022/23; Actual to Budget to Apr 11<sup>th</sup> 2023; Income Report; Bank reconciliation to March 30<sup>th</sup> 2023.

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**Correspondence received from 14<sup>th</sup> March to 11<sup>th</sup> April 2023 - for your information. For the meeting to be held on Tuesday 11<sup>th</sup> April 2023:**

- 14/03/23 Aimee Williams PA23/0063 Marford
- 15/03/23 Andy Stewart CEO (Limited cover)
- 15/03/23 Andy Stewart Latest updates from the beach
- 16/03/23 Andy Stewart Polzeath Beach Camp Site
- 16/03/23 Terianne Moody LI23\_001045 Tiny TJ's\_
- 16/03/23 Cllr C Mould/T Rilett New Polzeath Car Park
- 16/03/23 Rachel Dark Weekly Decision List
- 16/03/23 Stephen Trudgian Weekly planning list
- 16/03/23 me Grit Box at Trevine – notes from resident.
- 16/03/23 Sally Sanders Making Cornish Rivers Better: citizen science
- 16/03/23 Amy Crawford Free CPR/Defib training – free venues req'd
- 17/03/23 NALC NALC Events
- 17/03/23 NALC Newsletter
- 17/03/23 NALC Chief Exec's Bulletin
- 17/03/23 Paul Holden Buildings at risk project
- 17/03/23 CALC Cornwall Climate Risk Assessment
- 17/03/23 CALC Carbon Literary Project
- 17/03/23 NALC Newsletter
- 25/03/23 Rachael Dark Weekly list
- 25/03/23 NALC Chief Exec's Bulletin
- 25/03/23 Andy Stewart Polzeath Beach front JEMCOM CCTV Proposal
- 28/03/23 Claire Green Licensing Act 2003 Surfside hearing 22/03/23
- 28/03/23 Rowena Brebner Minutes for planning committee meeting 20/3
- 28/03/23 RSN Rural Bulletin 21/03
- 29/03/23 RSN Rural Bulletin 28/03
- 29/03/23 Sally Sanders Action notes - Community Network Panel
- 29/03/23 Mandy Burleigh Planning weekly list
- 29/03/23 Alice Cunliffe Weekly list
- 29/03/23 NALC NALC Newsletter

	<ul style="list-style-type: none"> <li>• 29/03/23 CIOS Good Growth Fund Newsletter</li> <li>• 30/03/23 Steve Rowell Consultation – Public Space Protection Order</li> <li>• 03/04/23 me Agenda and minutes</li> <li>• 06/04/23 Helen Fincham Upcoming social prescribing activities</li> <li>• 06/04/23 Kathryn Paice Weekly list</li> <li>• 06/04/23 Wailim Wong Citizens Advice – St Minver Cornwall</li> <li>• 06/04/23 NALC Newsletter</li> <li>• 06/04/23 RSN Rural Funding Digest – April</li> <li>• 06/04/23 WCCTV Flytipping Cameras</li> <li>• 06/04/23 PSS Weekly list</li> <li>• 06/04/23 CALC Enquiries CALC Training Bulletin</li> <li>• 06/04/23 Alex Forrester Tree ID walks 21/22 April</li> <li>• 06/04/23 RSN Rural Bulletin</li> <li>• 11/04/23 Oliver Jones Gutt Hill - improvements</li> <li>• 11/04/23 Sara Marchesini Windmill Road – speed data</li> </ul>	
176/04/2023	<p><b>Planning Consultations received from 14<sup>th</sup> March to 11<sup>th</sup> April 2023 - for your information. For the meeting to be held on Tuesday 11<sup>th</sup> April 2023:</b></p> <ul style="list-style-type: none"> <li>• 14/03/23 Cornwall Council Planning Consultation ref PA23/0735</li> <li>• 28/03/23 Cornwall Council Planning Consultation ref PA23/02207</li> </ul>	
177/04/2023	<p>Various other correspondence dealt with during the month:</p> <ul style="list-style-type: none"> <li>• Affordable Housing Needs Survey – emails and Teams meeting</li> <li>• Surfside license application - emails</li> <li>• SWW – setting up account.</li> <li>• The Bench at Trenant</li> <li>• Windmill road scheme – speed data</li> <li>• Parking on Polzeath Beach – reply to parishioner.</li> <li>• Assist parishioners with information.</li> <li>• New Polzeath toilets – info to parishioners.</li> </ul>	
178/04/2023	<p><b>Reports from outside bodies:</b></p> <p><b>a. Beach Management Committee.</b> To receive any updates, and to <b>CONSIDER</b> any new information that may be available. (Next meeting 18<sup>th</sup> Apr)</p> <ul style="list-style-type: none"> <li>• Coronation Gardens – To <b>RECEIVE</b> any updates and <b>RESOLVE</b> on any actions. No further information yet.</li> <li>• To <b>CONSIDER</b> information provided by Beach Ranger regarding CCTV and <b>RESOLVE</b> on any action.</li> </ul> <p>It was agreed to invite Andy Stewart to the next Parish Council meeting to discuss the CCTV.</p>	Clerk to invite to meeting on 9 <sup>th</sup> May
179/04/2023	<p><b>b. New Polzeath Public Toilets.</b></p> <ul style="list-style-type: none"> <li>• To <b>REPORT</b> any updates on the following, and <b>RESOLVE</b> on any action. <ul style="list-style-type: none"> <li>▪ The £30k due from Cornwall Council: Still not received.</li> <li>▪ Date opened and cleaning regime: The toilets are now open.</li> </ul> </li> </ul>	Martin Symons is still chasing this up.
180/04/2023	<ul style="list-style-type: none"> <li>• To <b>REPORT</b> on any other issues regarding the toilets and <b>RESOLVE</b> on any action.</li> </ul> <p>Tidying up the site – A1 have not yet cleared the overgrown area around the toilets. Clerk to chase up. Windows/doors – awaiting info for refurb.</p>	Clerk to contact A1 again.  Cllr R Whitehead.
181/04/2023	<p><b>c. Highways and Footpaths.</b> To <b>REPORT</b> any problems requiring attention.</p> <ul style="list-style-type: none"> <li>• To <b>RECEIVE</b> any updates, to <b>REPORT</b> any problems requiring attention and <b>RESOLVE</b> on any action.</li> </ul> <p>Report issues at the following: Windmill Road – Polzeath to Wadebridge – LH Side, along from care home.</p>	To Notify CC

182/04 /2023	<p><b><u>d. Affordable Housing Working Party</u></b></p> <ul style="list-style-type: none"> <li>• The group is working on the questionnaire, then it will be passed on to Cornwall Council Housing Team for feedback.</li> <li>• It was noted that more rented accommodation could be needed.</li> </ul>	
183/04 /2023	<p><b><u>e. Cemetery Committee Meeting</u></b></p> <ul style="list-style-type: none"> <li>• The signage regarding overnight parking is in place now. It seems to be situated quite high up from the layby - could perhaps be lowered.</li> <li>• Date of next Cemetery Committee meeting – 25<sup>th</sup> April 2023, venue still tbc</li> </ul>	
184/04 /2023	<p><b><u>f. Any other reports</u></b> from outside bodies as required.</p> <ul style="list-style-type: none"> <li>• None</li> </ul>	
185/04 /2023	<p><b>Facebook and website postings:</b> Usual items to be posted: planning, news from meetings etc. Poster for Coronation Community Day.</p>	Items added to Facebook.
186/04 /2023	<p><b>Matters of Public Interest/Date of next meeting:</b> Tuesday 9<sup>th</sup> May 2023, 7pm in the Perceval Institute. Annual Parish meeting at 7pm and AGM/May Monthly meeting following on straight afterwards at around 7.15pm</p>	
187/04 /2023	<p>Affordable Housing meeting 24<sup>th</sup> May 2023, 7pm in the Perceval Institute.</p>	
188/04 /2023	<p>Cllr H Mably proposed, and Cllr J Richards seconded to go into closed session. All agreed. All members of the public h left the meeting.</p>	
189/04 /2023	<p><b>Public Bodies (Admission to Meetings) Act 1960</b> 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>	
190/04 /2023	<p>AGM and committees – procedures clarified beforehand for next month’s AGM.</p>	
191/04 /2023	<p>There being no further business, the meeting closed at 9.30pm.</p>	

Signed:.....

Date: 09/05/2023