

# 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](mailto:clerk@stminverhighlands-pc.gov.uk)

12<sup>th</sup> June 2023

## TO MEMBERS OF THE COUNCIL:

Councillors: Cllr. J Richards, Chairman, Cllr. D. Hutley Vice-Chair, Cllr. M. Parnell, Cllr. N. Mably, Cllr H. Mably, Cllr C. Jenrick, Cllr D. Meagor, Cllr V. Darnell, 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, 13<sup>th</sup> June 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.

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## AGENDA

### 1. 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.<sup>1</sup>

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

### 5. Council Meeting: Minutes 9<sup>th</sup> May 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).

### 6. To **NOTE** any matters arising from the Minutes.

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<sup>1</sup> 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.

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

Application: [PA23/03817](#)

Proposal: Proposed rear first floor balcony.

Location: Park House Quakers Road St Minver Wadebridge Cornwall PL27 6QS

Application: [PA22/11008](#)

Proposal: Retrospective application for the siting of a park home within the grounds of campsite and farm (essential staff accommodation) re-submission of Application No. PA21/08089

Location: Blakes Keiro Farm St Minver Wadebridge Cornwall PL27 6RP

**8. Pre-applications and Prior Notifications- for information only. To RECEIVE any Planning Pre-Applications that may arrive. None**

**9. Cornwall Council: Planning Decisions – Approved / Refused.**

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

Application: [PA23/02906](#)

Proposal: Single storey extension to existing residential property

Location: Endelienta Gulland Road New Polzeath PL27 6UG

**Approved**

**10.** To **CONSIDER** the Closure of St Breward Post Office and associated services – see link <https://www.postofficeviews.co.uk/national-consultation-team/st-breward-mobile-service-pl30-4pp-428555>

**11.** To **CONSIDER** Community Enforcement Officer cover in St Minver Highlands in view of the departure of the current CEO, and possible re-negotiation in December 2023 for April 2024 start.

**12.** To **CONSIDER** the recent decision on CCTV and any actions necessary to a) ensure compliance with code of practice, b) ensure decision is justified.

**13.** To **CONSIDER** any updates regarding the Tredrizzick Green build and excavations and **RESOLVE** on any actions, including possible indemnity insurance policy.

**14.** To **CONSIDER** and **RESOLVE** to action regarding the internal Audit Report for 22/23

**15.** To **AGREE** and **SIGN** the Annual Governance Statement for 22/23

**16.** To **AGREE** and **SIGN** the Annual Return for 22/23

**17.** To **AGREE** and record in the minutes that there is no conflict of interest with the external auditors BDO LLP.

**18. Finance Report: 13<sup>th</sup> June 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.

To **CONSIDER** the latest Beach Management report.

- 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.  
Additional items:
  - Parking in Polzeath - query
  - Hedge cutting - update
- d. Affordable Housing Working Party
  - For information: Next Affordable Housing Working Party meeting – 6<sup>th</sup> Sept 2023
  - To **RECEIVE** update from members on the proposed Housing Survey
- e. Cemetery Committee Meeting
  - 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 Community Area Partnerships meeting – 21<sup>st</sup> June 5.30-7.30 Chy Trevail, Bodmin

Date of next Parish Council Meeting: Tuesday 11<sup>th</sup> July 2023.

Date of next Cemetery Committee meeting: TBC

Date of next Affordable Housing meeting: Wednesday 6<sup>th</sup> September 2023

Hub Events: 22<sup>nd</sup> June – Free Digital Drop-in Sessions 10.30am-12.30pm, 1pm-3pm

24<sup>th</sup> June – Armed Forces Coffee morning 9am-12noon

30<sup>th</sup> June – Rock in Days Gone By 7pm-9pm

**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.