

# ST MINVER HIGHLANDS PARISH COUNCIL

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

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

Ref		Action
286/07 /2023	<b>Persons Present:</b> Cllr. J. Richards, Chair, Cllr. H. Mably, Cllr. C. Jenrick, Cllr. N. Mably, Cllr. R. Whitehead, Cllr. D. Jones, Cllr. V. Darnell, Cllr. M. Parnell. County Cllr C. Mould.	
287/07 /2023	<b>Apologies:</b> Cllr D Hutley, Vice-Chair, Cllr. D. Meagor.	
288/07 /2023	<b>In attendance:</b> Two members of the public. J Wilson, Clerk, & minute taker.	
289/07 /2023	<b>Declarations of Interest / Dispensations applied for from Members:</b> Cllr N Mably declared an interest in PA23/04964 Cllr H Mably declared an interest in PA23/04472	
290/07 /2023	<b>Public Participation:</b> Chloe Pitt spoke in support of her client’s application PA23/04893 Sunset House, explaining that the material palette has been amended, the height has been reduced, and the application for this replacement dwelling has been approached under Policy 7 of the Cornwall Local Plan and Policy 2.6 of the NDP.	
291/07 /2023	Cllr H Mably spoke as a member of the public in support of application PA23/04472, describing it as a like for like replacement.	
292/07 /2023	<b>Cornwall Councillor’s report:</b> Cllr C Mould raised the following issues: <ul style="list-style-type: none"> <li>• CAP – a sub group is being set up to look at active travel ie walking/cycling to make safer routes. Request this be an agenda item next time to take back ideas to the CAP meeting in September. Red flagged the number of cyclists using the B3314.</li> <li>• Cllrs asked about the red tarmacking on Gutt Hill – Cllr Mould will look into this and contact Highways.</li> <li>• It was noted that there have been articles in the news about Polzeath and schools.</li> <li>• Coronation Gardens – one of the pitches will have a trampoline and bouncy castle and will be able to sell candy floss, crisps etc</li> </ul>	To add to August Agenda  Cllr Mould to contact highways and report back at August meeting
293/07 /2023	Standing Orders applied.	
294/07 /2023	<b>Council Minutes:</b> To <b>RECEIVE</b> and <b>APPROVE</b> the minutes of the meeting held on 13 <sup>th</sup> June 2023. 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 H Mably, seconded by Cllr R Whitehead, all in favour. Signed by the Chair.	

295/07 /2023	<p><b>Matters Arising:</b> None.</p>	
296/07 /2023	<p><b>Cornwall Council Planning applications for consultation:</b> Cllr N Mably declared an interest in the following application and left the meeting. Application: <a href="#">PA23/04964</a> Proposal: Proposed construction of holiday let following demolition of manager's dwelling without compliance of Condition 6 in relation to Decision Notice PA21/12547 dated 25/02/2022. Location: Valley Cott The Park Polzeath Wadebridge Cornwall PL27 6ST Cllr C Jenrick proposed objection, seconded by Cllr M Parnell on the following grounds: the Parish Council supported the original planning application PA21/12547 as this was going to be part of The Park, but now that this is not going to be part of The Park, the Council objects. It is outside the development boundary and does not meet SMNDP Policy 2.6. It should also comply with Policy 12 of the NPPF. Majority in favour of objection, one against. Cllr N Mably returned to the meeting. It was suggested that going forward it would be helpful to have an explanation of any of the conditions attached to applications listed, where relevant, for ease of reference.</p>	<p>Planning decisions notified to CC planning dept</p> <p>Clerk to include info on the conditions in future.</p>
297/07 /2023	<p>Application: <a href="#">PA23/04893</a> Proposal: Proposed construction of 2 dwellings in lieu of class q approval Location: Sunset House St Minver Wadebridge Cornwall PL27 6QX Cllr M Parnell proposed refusal, seconded by Cllr C Jenrick. Cllr R Whitehead proposed support seconded by Cllr D Jones. Five voted for the proposal to refuse. Two voted for the proposal to support. Therefore, the refusal was carried and the reasons for refusal were as follows: It already has the class q and the Parish Council would like it to stay as the class q rather than be developed as shown. It doesn't fall within the development boundary. Any further development into the 2 dwellings as shown would not comply with the 5 conditions shown in the Cornwall Local Plan regarding new homes in the open countryside. Cllr C Mould agreed to talk to planning officer regarding a Primary Residence clause for this.</p>	
298/07 /2023	<p>Application: <a href="#">PA23/04646</a> Proposal: Non-Material Amendment (1) to Application No. PA22/08585 dated 11th November 2022 to Demolish dilapidated house and garage, proposed new replacement family house and garage with variation of conditions 2 and 3 of PA22/04454, namely, re-positioning of the first-floor window serving bedroom 2 ensuite bathroom to the east and lower in the south elevation. Length, width, materials and finishes to remain the same Location: Sunnysseven Tinnors Way New Polzeath Wadebridge Cornwall PL27 6UD. Cllr C Jenrick proposed support, seconded by Cllr H Mably, all in favour.</p>	
299/07 /2023	<p>Cllr H Mably declared an interest in the following application and let the meeting. Application: <a href="#">PA23/04472</a> Proposal: Replacement agricultural building for the storage of machinery and fodder. Location: Higher Rosewin St Minver Wadebridge Cornwall PL27 6RE. Cllr V Darnell proposed support, Cllr C Jenrick seconded, all in favour. Cllr H Mably returned to the meeting.</p>	
300/07 /2023	<p><b>Pre-applications and Prior Notifications - for information only. To RECEIVE any Planning Pre-Applications/Prior Notifications that may arrive.</b> None</p>	

301/07  
/2023

**Cornwall Council Planning Decisions Received:**

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

Application: [PA20/06655](#)

Proposal: Submission of details to discharge Conditions 3, 6 and 8 of Decision Notice PA19/06777 dated 16th April 2020

Location: Carruan Farm Quakers Road St Minver PL27 6QT

**S52/S106 and discharge of condition apps**

302/07  
/2023

Application: [PA23/00615](#)

Proposal: Proposed demolition of existing building and subsequent construction of four, three storey dwellings with subterranean car park without compliance with condition 2 of decision notice PA20/06956 dated 09/12/2021.

Location: Marford Dunders Hill Polzeath Wadebridge Cornwall PL27 6SU

**Approved**

303/07  
/2023

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

No updates from the solicitors. A shed has been erected in the area – it was noted that it was not on the Parish Council’s land.

Cllr R Whitehead reported that the leat needs clearing out. Cllr Whitehead will look into this.

304/07  
/2023

**To CONSIDER** whether to repair current laptop or purchase a new laptop.

Cllr C Jenrick proposed to accept the quote from Wadebridge computers for £707.49, to include transfer of data onto the new laptop and security software. Seconded by Cllr M Parnell. All agreed. Clerk to action.

305/07  
/2023

**To CONSIDER** the request for a donation from Cornwall Youth Choirs Fundraising Appeal and **RESOLVE** on payment.

Cllr V Darnell proposed a contribution of £100 (s137), seconded by Cllr M Parnell. All agreed

306/07  
/2023

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

It was **RESOLVED** to authorise the payment of accounts outstanding to the sum of £2,543.18. Proposed by Cllr H Mably, seconded by Cllr R Whitehead, all in favour. Payments by BACS / DD were as follows:

Payee	Gross £	Vat £	Net £	Description	Chq/ Bacs
J Wilson	29.80	-	29.80	Clerk’s Expenses	BACS
J Wilson	620.82	-	620.82	Clerk’s Salary	BACS
Pension Fund	175.72	-	175.72	Cornwall Pension Fund	BACS
HMRC	9.40	-	9.40	PAYE and NI	BACS
A1 Tree and Ground	792.00	132.00	660.00	Grass cutting – verges April/May/June	BACS
Wadebridge Computers	707.49	117.92	589.57	Laptop	BACS
Cornwall Youth Choir	100.00	-	100.00	S137 donation	
<b>Sub total</b>	<b>2435.23</b>	<b>249.92</b>	<b>2185.31</b>		
SeaDog IT	29.95	-	29.95	Website support	stripe
Google	78.00	-	78.00	Hosting/Emails/Workspace	D/D
<b>Sub total</b>	<b>107.95</b>	<b>-</b>	<b>107.95</b>		
<b>TOTAL</b>	<b>2543.18</b>	<b>249.92</b>	<b>2293.26</b>		

All BACS payments sent

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/2023

The following reports were provided:

June/July expenditure for 2023/24; Actual to Budget to July 11<sup>th</sup> 2023; Income Report; Bank reconciliation to June 30<sup>th</sup> 2023.

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**Correspondence received from 14<sup>th</sup> June to 10<sup>th</sup> July 2023 - for your information. For the meeting to be held on Tuesday 11<sup>th</sup> July 2023:**

- |            |                          |  |
|------------|--------------------------|--|
| • 14/06/23 | Ocean Housing Group      | Annual Partner Survey 2023               |
| • 14/06/23 | Rachel Dark              | Weekly Decision List                     |
| • 14/06/23 | NALC                     | NALC Newsletter                          |
| • 14/06/23 | RSN                      | The rural bulletin                       |
| • 14/06/23 | Philippa Day             | Weekly List                              |
| • 19/06/23 | Planning System Support  | Planned work interruption                |
| • 19/06/23 | Rowena Brebner           | Minutes for east sub-Area Planning       |
| • 20/06/23 | Elizabeth Allcorn        | Community Levelling up launch            |
| • 20/06/23 | Christine Boswell-Munday | Digital Drop in Sessions                 |
| • 26/06/23 | Rachel Dark              | Weekly Decision List                     |
| • 26/06/23 | Rebecca Whittaker        | Weekly List                              |
| • 26/06/23 | NALC                     | NALC Newsletter                          |
| • 29/06/23 | Rachel Dark              | Weekly decision list                     |
| • 29/06/23 | Angela Saunders          | Agenda for planning meeting.             |
| • 29/06/23 | CIOS Goodwill            | Goodwill newsletter                      |
| • 30/06/23 | Parishioner              | Lack of Rubbish bins/dog waste bins      |
| • 01/07/23 | Andy Stewart             | CCTV                                     |
| • 01/07/23 | Andy Stewart             | Polzeath Coronation Gardens and toilets  |
| • 01/07/23 | Andy Stewart             | Live incident and CCTV at Polzeath       |
| • 03/07/23 | CALC                     | Defib Campaign letter                    |
| • 04/07/23 | Andy Stewart             | Beach Rangers Report June 2023           |
| • 04/07/23 | RSN                      | Rural Bulletin                           |
| • 05/07/23 | Affordable Housing CC    | Affordable Housing Newsletter July       |
| • 05/07/23 | Leanne Mullin            | Cornwall Youth Choirs Fundraising appeal |
| • 05/07/23 | me                       | Minutes and agenda                       |
| • 09/07/23 | Donna Latham             | Refuse bins and dog waste bins           |
| • 10/07/23 | Oliver Jones             | Illegal trailer update                   |
| • 10/07/23 | Marnie                   | Cemetery wall.                           |

Poster added to website

**Planning Consultations received from 14<sup>th</sup> June to 10<sup>th</sup> July 2023 - for your information. For the meeting to be held on Tues 11<sup>th</sup> July 2023:**

- 17/06/23 Cornwall Council Planning Consultation ref PA23/04893
- 30/06/23 Cornwall Council Planning Consultation ref PA23/04964

Various other correspondence dealt with during the month:

- Affordable Housing Needs Survey
- Parishioner query re footpaths
- QR Code poster for survey
- Memorial bench
- Parking in St Minver village
- Year-end accounts to BDO23
- RSPB visiting Polzeath
- Memorial seat
- Request by parishioner for info to complain to Licensing
- Council Audit
- Request info on Additional grass cuts
- Beach management structure
- Grant agreement for toilets
- Computer issues.
- Homechoice Review
- Request a quote for more bins in New Polzeath

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Regarding signage, on the cliff edge there are free parking spaces in New Polzeath, with Cornwall Council signage. Request review of signage as currently it doesn't say No Overnight parking, and doesn't specify any restrictions or penalty, thus leaving this facility open to abuse ie. parking overnight/camping there.

Clerk to write to CC requesting review of signage.

310/07 /2023	<p><b>Reports from outside bodies:</b></p> <p><b>a. Beach Management Committee.</b></p> <p>To <b>RECEIVE</b> any updates, to <b>CONSIDER</b> any new information.</p> <ul style="list-style-type: none"> <li>• There are no scheduled Beach Management meetings.</li> <li>• It can be very noisy at this time of year sometimes with anti-social behaviour – any complaints should be reported to police so they can be logged as this will help with any future requests for extra policing.</li> </ul>	Proposed informal meeting of Highlands & Lowlands reps. To be held on 02/07/23
311/07 /2023	<p>To <b>CONSIDER</b> the latest Beach Management report- June report received from the Beach Ranger and distributed to Councillors.</p>	.
312/07 /2023	<p><b>b. New Polzeath Public Toilets.</b></p> <p>To <b>RECEIVE</b> any updates on progress</p> <ul style="list-style-type: none"> <li>• The 30k has been received from Cornwall Council.</li> <li>• No further detail received yet re cleaning invoices.</li> </ul>	
313/07 /2023	<ul style="list-style-type: none"> <li>• To <b>RECEIVE</b> any updates on new doors/windows and <b>RESOLVE</b> on any action. Cllr C Jenrick proposed and Cllr H Mably seconded to proceed to get the doors as per the quote. All agreed.</li> </ul>	
314/07 /2023	<ul style="list-style-type: none"> <li>• Reply received from CC regarding request for more bins. They have refused. Cllr N Mably proposed, seconded by Cllr R Whitehead, that the clerk write again, as there is only one bin in New Polzeath.</li> </ul>	Clerk to action
315/07 /2023	<p><b>c. Highways and Footpaths.</b></p> <p>To <b>RECEIVE</b> any updates, to <b>REPORT</b> any problems requiring attention and <b>RESOLVE</b> on any action.</p> <ul style="list-style-type: none"> <li>• Cllrs met with A1: Cllr V Darnell has received the estimate from A1 for cutting back the area around the New Polzeath toilets, which is now encroaching on the adjacent footpaths: £1320.00. Cllr V Darnell proposed acceptance, seconded by Cllr N Mably, all agreed. To contact A1 to confirm acceptance</li> </ul>	A1 notified quote has been accepted
316/07 /2023	<p>The following highways issues re potholes were reported:</p> <ul style="list-style-type: none"> <li>• Potholes by Carruan //middle.buggy.amps Still not repaired- to be reported again.</li> <li>• Potholes at bottom of Trevanger Hill, by Tredrizzick bridge.</li> </ul>	
317/07 /2023	<p>To note any further information on the illegal trailer: update received from Highways noting that they intend to take further action.</p>	
318/07 /2023	<p><b>d. Affordable Housing Working Party</b></p> <ul style="list-style-type: none"> <li>• The Survey went live on 26<sup>th</sup> June, notices and advertising on website and around the parish.</li> <li>• Proposed update from Cornwall Housing after around 3 weeks, closing date of survey 6<sup>th</sup> August 2023</li> </ul>	Note 6 <sup>th</sup> Sept not available at Perceval – to revise date/ find alternative venue
319/07 /2023	<p><b>e. Cemetery Committee Meeting</b></p> <ul style="list-style-type: none"> <li>• Date and venue of next meeting still tbc.</li> </ul>	
320/07 /2023	<p><b>f. Any other reports</b> from outside bodies as required. Nothing to report</p>	
321/07 /2023	<p><b>Facebook and website postings:</b></p> <p>Usual items to be posted: planning, news from meetings etc. posters for any community events.</p>	
322/07 /2023	<p><b>Matters of Public Interest/Date of next meeting:</b></p> <p>Date of next Parish Council Meeting: Tuesday 8<sup>th</sup> August 2023. Review of Homechoice: Teams meeting on 20<sup>th</sup> July at 10am</p>	
323/07 /2023	<p>There being no further business, the meeting closed at 8:40pm.</p>	

Signed:.....

Date: 08/08/2023