

St Minver Highlands Parish Council

Parish Clerk: J Wilson
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04th October 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, 10th October 2023 in The Perceval Institute at 7pm.**

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

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.¹

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

5. Council Meeting: Minutes 12th September 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.

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.

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

Application: [PA23/06639](#)

Proposal: Side extension and replacement roof to conservatory. Accessible ramp to the property.

Location: Furze House Cliff Lane New Polzeath Wadebridge Cornwall PL27 6UE

Application: [PA23/07212](#)

Proposal: Relocation of entrance, square off the overhanging window, reduction in height of side window, roof terrace with glass porch, changes to roof lights and external timber cladding.

Location: Flat 3 Cranfield Atlantic Terrace New Polzeath Wadebridge Cornwall PL27 6UG

Application: [PA23/07585](#)

Proposal: Modifications and extensions to existing residential dwelling including associated site works

Location: Polmeor Dunder Park Polzeath Wadebridge Cornwall PL27 6SX

Application: [PA23/07481](#)

Proposal: National Grid are proposing to install a 3rd wire on our existing overhead lines near Treswarrow Farm, Port Isaac, PL29 3TN. The works will involve replacing some of the poles, stays and pole fittings on a like for like basis whilst installing a 3rd wire to make the network 3 phase capable. This work is necessary to provide customers in the local area with 3 phase electricity. The works fall within the Cornwall AONB area and the Heritage Coastline (Natural England) and are also within a SSSI IRZ. These works will be subject to consent being granted from DESNZ following submission of our section 37 application. The length of the route is approximately 1500 metres and runs between poles 43G16 and 43GC17.

National Grid will also replace the existing transformer on pole 43GC17 with a new 3 phase transformer, but this shall remain a single leg construction. National Grid shall liaise with all of the different landowners affected to make sure that access routes are agreed and utilised to ensure minimal disruption to the land. There is no need to create any new access ways or lanes and the works shall be concentrated to the areas surrounding the existing overhead lines. Attached are two plans, the first numbered 4721617v2 which shows the route of the overhead on our mapping and the other plan numbered 4721617 STREETVIEW shows the local area.

Location: Land West of Treswarrow Park Farm Trelights Port Isaac Cornwall PL29 3TW.

Application: [PA23/04933](#)

Proposal: Demolition of the Existing building and garage, Construction of Replacement Dwelling and Studio

Location: Lundy Cottage Lundy Bay St Minver Wadebridge Cornwall PL27 6QZ

Application: [PA23/07640](#)

Proposal: Agricultural building for housing Livestock

Location: Land East of Higher Carruan St Minver Wadebridge Cornwall PL27 6QU

Application: [PA23/07891](#)

Proposal: The remodelling of the existing dwelling, including new external stone cladding, with an elevated two storey extension on the west garden gable, and removal of existing utility 'lean-to' on south elevation.

Location: The Beach House Polzeath Wadebridge Cornwall

8. Pre-applications/Prior Notifications/other- for information only. To RECEIVE any Planning Applications that may arrive.

Application: [PA23/07543](#)

Proposal: Certificate of lawfulness for proposed use for rear garden studio outbuilding

Location: Endelienta New Polzeath Wadebridge Cornwall PL27 6UG

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

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

Application: [PA23/00990/PREAPP](#)

Proposal: Pre-application for a new replacement dwelling.

Location: Stepper View Gulland Road New Polzeath Wadebridge Cornwall PL27 6UG

Closed – advice given.

Application: [PA23/05088](#)

Proposal: Modifications and extensions to existing residential dwelling including associated site works.

Location: Polmeor Dunder Park Polzeath Wadebridge Cornwall PL27 6SX

Withdrawn.

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

Refused.

10. To **CONSIDER** the Polling Places Review i.e., suitability of Perceval Institute and Tubestation as polling stations, and the current voting arrangements. To **NOTIFY** Cornwall Council of the Parish Council's comments.

11. To **CONSIDER** the request for a donation from Cornwall Air Ambulance Trust, and **RESOLVE** on any action.

12. To **CONSIDER** any updates regarding Tredrizzick Green and **RESOLVE** on any actions.

13. To **CONSIDER** the consultation on Licencing Act Policy Review. **AGREE** a response if required.

14. To **CONSIDER** the inclusion of the B3314 in the proposed cycle route suggested at the last CAP meeting. To **SUGGEST** any possible solutions to be put forward at the next CAP meeting.

15. Finance Report: 10th October 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)

16. Correspondence: To NOTE any correspondence.

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

17. 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 regarding the cleaning invoices for 23/24 and any outstanding credits 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.

- To **CONSIDER** the correspondence re parking from Polzeath Beach Holiday Park and **RESOLVE** on any action
- To **CONSIDER** the quote for clearing out ditch and cutting back trees at Tredrizzick Green and **RESOLVE** on any action.

d. Affordable Housing Working Party

- **IF AVAILABLE** – Consider Report on Housing Needs Survey. (Note: When the agenda was issued Cornwall Council’s formal report on the results of the survey was not yet available)
- **CONSIDER** any correspondence received regarding the survey.

e. Cemetery Committee Meeting

- Date of next meeting tbc.
- Correspondence received regarding the Cemetery Wall.

f. Any Other Reports

- **To CONSIDER** the External Auditor’s Report for the 22-23 Audit and **NOTE** any issues raised. (Report has been added to website, together with Notice of Conclusion of Audit)

18. Facebook and website postings:

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

19. Matters of Public Interest:

Date of next Parish Council Meeting: Tuesday 14th November 2023.

Date of next Cemetery Committee meeting: TBC

Date of next Affordable Housing meeting: TBC

20. 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.