

# St Minver Highlands Parish Council

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05<sup>th</sup> December 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, 12<sup>th</sup> December 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.

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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 14<sup>th</sup> November 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: [PA23/07405](#)

Proposal: Replacement dwelling and annexe

Location: 13 Tinnars Way New Polzeath Wadebridge Cornwall PL27 6UH

Application: [PA23/09391](#)

Proposal: Change rear window of property to a door to allow access to garden

Location: 6 Treglyn Farm Cottages St Minver Wadebridge Cornwall PL27 6RG

Application: [PA23/04740](#)

Proposal: Change of Use to Class E(b) for the sale of food and drink, including the introduction of a mobile kitchen unit, servery and outdoor seating area and associated development.

Location: Land Adj Waves End Polzeath Wadebridge Cornwall

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

None

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

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

Application: [PA23/07693](#)

Proposal: Single-storey flat roof side extension and conversion of the existing integral garage into a new kitchen. Various internal alterations throughout along with the removal of the chimney.

Location: An - Garrek St Minver Wadebridge Cornwall PL27 6QN

**Approved**

Application: [PA23/01270/PREAPP](#)

Proposal: Exception notice for works to remove a fallen mature eucalyptus lost in the storm.

Location: The Old Vicarage Church Town Hill St Minver Wadebridge Cornwall PL27 6QH

**Closed - advice given.**

Application: [PA23/08009](#)

Proposal: Construction of residential dwelling with garden studio & associated site works.

Location: Land Adj To Bishops Corner Bishops Hill Road New Polzeath Wadebridge Cornwall PL27 6UF

**Approved**

Application: [PA23/07805](#)

Proposal: Variation of Condition 2 (approved plans) of Application No. PA16/11108 dated 29th December 2016 (Interventions/alterations to the dwelling including demolition of the existing garage and the construction of a replacement garage in a new location) with non-compliance of condition 1 in relation to decision notice PA21/09779 dated 10.12.2021

Location: Pennywilgie House Epphavan St Minver Wadebridge Cornwall PL27 6RB.

**Approved**

Application: [PA23/07640](#)

Proposal: Agricultural building for housing Livestock

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

**Approved**

Application: [PA23/07585](#)

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

Location: Polmeor Dunder Park Polzeath Wadebridge Cornwall PL27 6SX

**Approved**

Application: [PA23/07212](#)

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

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

**Approved**

Application: [PA23/05902](#)

Proposal: Application for a Lawful Development Certificate for an existing use as an agricultural building.

Location: Trenant Hangar St Minver Wadebridge Cornwall PL27 6QX

**Granted (CAADs, PIPs and LUs only)**

Application: [PA23/05640](#)

Proposal: Submission of details to discharge conditions 4,5,6,7,10,11,12 of decision notice PA21/08632 dated 05.12.22

Location: St Minver House Holiday Park St Minver Wadebridge Cornwall PL27 6RR

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

Application: [PA23/04893](#)

Proposal: Proposed construction of 2 dwellings in lieu of class q approval

Location: Sunset House St Minver Wadebridge Cornwall PL27 6QX

**Approved**

**Note this application went to committee where the Parish Council, with the support of our ward member, spoke against it. The decision of the committee meeting was 7 in favour and 4 against resulting in approval of the application.**

Application: [PA23/04531](#)

Proposal: Proposed replacement dwelling and annexe with associated landscaping.

Location: The Choughs Clifden Drive New Polzeath Wadebridge Cornwall PL27 6UF

**Approved**

Application: [PA23/02695](#)

Proposal: Prior Approval for Proposed Change of Use of an agricultural barn into 2 dwellings with associated building operations

Location: Land And Shed South East Of Lundynant St Minver Wadebridge Cornwall PL27 6QX

**Prior approval not req'd (AF/TEL/DEM)**

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

**11.To CONSIDER** the request for Grant Funding from Wadebridge Leisure Centre and **RESOLVE** on the amount of funding and payment accordingly.

**12.To AGREE** payment to St Minver Lowlands PC of the full amount of the cemetery precept for 2023/24 of £4600.00.

**13.To CONSIDER the POLZEATH BRIEF** received from Sarah Sims and **RESOLVE** on any actions.

**14.To CONSIDER** the request for a contribution towards the costs for the Beach Ranger/ Assistants and **RESOLVE** on any action

**15.Budget 2024/2025**

To **DISCUSS** and **RESOLVE** on proposed budget and Precept for next year (staffing element to be discussed and agreed separately by staffing committee.)

**16.Finance Report: 12<sup>th</sup> December 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)

**17. Correspondence: To NOTE any correspondence.**

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

**18. Reports from outside bodies:**

a. Beach Management Committee.

To **RECEIVE** any updates, to **CONSIDER** any new information.

- To **CONSIDER** the latest Beach Management report.
- To **CONSIDER** any further information received regarding the setting up of a CIC and **RESOLVE** on any action.
- To provide update from the Teams meeting held on 5<sup>th</sup> December regarding the funding required for setting up the CIC, how this can be obtained/accessed and who should apply for this.

b. New Polzeath Public Toilets.

To **RECEIVE** any updates on progress.

- To **RECEIVE** updates on new doors/windows.
- To **RECEIVE** any updates on cleaning costs and resolve on any action
- To **RECEIVE** updates on the groundworks around the toilet block.

c. Highways and Footpaths.

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

- To **RECEIVE** update on clearing the ditch area in Tredrizzick Green.
- To **CONSIDER** complaint received from parishioner regarding pavements in New Polzeath being overgrown and impassable, requiring pedestrians to walk in road. **To RESOLVE** on any action.
- To **CONSIDER** CEO SLA if received and **RESOLVE** on any action.
- To **CONSIDER** the Consultation for 2024 Off Street Parking Order - Clerk to notify Cornwall Council of any Parish Council comments.

d. Affordable Housing Working Party

- Still awaiting the finalised report from Cornwall Housing Team. Awaiting any feedback from Lowlands PC to be sent to Cornwall Housing Team before finalising the report.

e. Cemetery Committee Meeting

- Report from the meeting held on 29<sup>th</sup> Nov 2023 in the St Minver Community Hub.

f. Any Other Reports

**19. Facebook and website postings:**

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

**20. Matters of Public Interest:**

Date of next Parish Council Meeting: Tuesday 9<sup>th</sup> January 2024, 7pm

Date of next Cemetery Committee meeting: tbc

Date of next Affordable Housing meeting: tbc

**21. 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.