

St Minver Highlands Parish Council

Parish Clerk: J Wilson
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17th January 2024

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, 23rd January 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 December 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: [PA23/09739](#)

Proposal: Works to trees covered by a Tree Preservation Order (TPO) - Various works
Location: St Minver House Holiday Park St Minver Wadebridge Cornwall PL27 6RR

Application: [PA23/10241](#)

Proposal: New proposed single storey garage and yoga space
Location: Tredavice Waterhouse Camel Road St Minver Wadebridge Cornwall PL27 6RJ

Application: [PA24/00117](#)

Proposal: The installation of a new field gateway, 6.0m in width
Location: Land At Tredrizzick Tredrizzick St Minver Wadebridge Cornwall PL27 6PB

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: [PA23/08723](#)

Proposal: Submission of details to Discharge Conditions 5, 6, 7, 8, 9 and 10 in respect of Decision Notice PA23/00630 dated 9th October 2023

Location: Moyles St Minver Wadebridge Cornwall PL27 6QT

Disch of cond not all conditions agreed.

Application: [PA23/01294/PREAPP](#)

Proposal: Pre application advice for the remodelling of the existing inverted 3bed dwelling, including external stone cladding, and 1st floor extension out from the garden side gable, with external terrace covered by extended the slate roof.

Location: The Beach House Polzeath Wadebridge Cornwall PL27 6SS

Closed - advice given.

Application: [PA23/08398](#)

Proposal: Convert the small garage/store into a bedroom

Location: Trebeth Church Town Road St Minver Wadebridge Cornwall PL27 6QH

Approved

10. To **CONSIDER** the reply received from Planning to our queries about Q-Class developments, including PA23/04893 Sunset House, and **RESOLVE** on any action.

11. To **CONSIDER** the request for Grant Funding from St Minver School and **RESOLVE** on the amount of funding and payment accordingly.

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

13. To **CONSIDER** any additional information regarding quotes for the Toilet Cleaning contract and **RESOLVE** on any action

14. Finance Report: 12th 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)

15. Correspondence: To NOTE any correspondence.

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

16. 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.

b. New Polzeath Public Toilets.

To **RECEIVE** any updates on progress.

- To **RECEIVE** updates on new doors/windows.

c. Highways and Footpaths.

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

- To **CONSIDER** the update CEO SLA if received and **RESOLVE** on any action.

d. Affordable Housing Working Party

- Housing report and summary received and circulated to Highlands and Affordable Housing Working Group. To **CONSIDER** whether to hold an Affordable Housing Working Group meeting (via Zoom), and whether to contact Imogen to ask her to attend as well.

e. Cemetery Committee Meeting

- Report any updates.

f. Any Other Reports

17. Facebook and website postings:

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

18. Matters of Public Interest:

Date of next Parish Council Meeting: Tuesday 13th February 2024, 7pm

19. 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.

- To **CONSIDER** the additional information provided by Lowlands on the increased costs, due to increase in minimum wage rates, of the Beach Ranger Service for the next year.