

# 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)

06<sup>th</sup> March 2024

## TO MEMBERS OF THE COUNCIL:

Councillors: Cllr. J Richards, Chair, 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> March 2024 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>

To **RECEIVE** an update from **Marnie Court (Lowlands Clerk)** on the Cleaning Contract tender process and results.

### 4. Cornwall Councillor's Report: To RECEIVE a report on the business of Cornwall

Council from Cllr C. Mould.

### 5. Council Meeting: Minutes 13<sup>th</sup> February 2024.

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).

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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.

6. To **NOTE** any matters arising from the Minutes.
7. **Planning Applications for Consultation. To RECEIVE any Planning Applications that may arrive and RESPOND to the Planning Authority accordingly.**

Application: [PA24/00872](#)

Proposal: Change of use of existing E(a) use class retail unit to fish and chip shop (sui generis), alterations to existing shop front and installation of ventilation system.

Location: Ocean Blue The Parade Polzeath PL27 6SP

Application: [PA24/00722](#)

Proposal: Conversion of existing pub/12 room hotel to 1 No. studio flat, 3 No. 2 bed houses, 1 No. 3 bed house and 1 No. 4 bed house

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

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

Application: [PA24/01371](#)

Proposal: Prior Notification for an agricultural covered yard.

Location: Tredower St Minver Wadebridge Cornwall PL27 6RG

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

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

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

**Refused.**

Application: [PA23/10241](#)

Proposal: New proposed single storey garage and yoga space.

Location: Tredavice Waterhouse Camel Road St Minver Wadebridge Cornwall PL27 6RJ

**Approved.**

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.

**Withdrawn.**

10. **To CONSIDER** applications MLA/2023/00307 and MLA/2023/00308 for the proposed Seaweed farms in the Port Quin area, and **RESOLVE** on any action.

11. **Finance Report: 12<sup>th</sup> March 2024**

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)

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

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

13. **Reports from outside bodies:**

- a. Beach Management Committee.

To **RECEIVE** any updates, to **CONSIDER** any new information from the Committee.

- 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 **RECEIVE** any feedback on the 9<sup>th</sup> of March meeting on the Polzeath Making Space for Sand Engagement session if available.

- b. New Polzeath Public Toilets.  
To **RECEIVE** any updates on progress.
  - To **RECEIVE** updates on required electrical works.
  - To receive any further updates on the agreed Cleaning Contract.
- c. Highways and Footpaths.  
To note any problems requiring attention and **RESOLVE** on any action
  - To **RECEIVE** any update/signing re the Whit/Summer CEO SLA.
- d. Affordable Housing Working Party
  - Zoom meeting with Imogen – to **AGREE** possible dates/time.
- e. Cemetery Committee Meeting
  - Report any updates.
- f. Any Other Reports

**14. Facebook and website postings:**

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

**15. Matters of Public Interest:**

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

**16. 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.