

ST MINVER HIGHLANDS PARISH COUNCIL

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Council Meeting – 12th March 2024

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

Ref		Action
081/03 /2024	Persons Present: Cllr. J. Richards (Chair), Cllr. V. Darnell, Cllr. H. Mably, Cllr. C. Jenrick, Cllr. D. Jones, Cllr. D. Meagor, Cllr. M. Parnell.	
082/03 /2024	Apologies: Cllr. D. Hutley, Cllr. R. Whitehead, Cllr. N. Mably, County Cllr C. Mould.	
083/03 /2024	In attendance: Speaker: Mrs Marnie Court, Parish Clerk for St Minver Lowlands Parish Council, ten parishioners, J Wilson, Clerk, & minute taker.	
084/03 /2024	2. Declarations of Interest/Dispensations applied for from Members: Cllr D Meagor declared an interest in item 7 on the agenda, PA24/00872.	
085/03 /2024	3. Public Participation: Mr P Watson asked about the waiting restrictions signs in Polzeath and why they had been taken down. Cllr V Darnell answered this query – the Parish Council had requested it but this didn't go into the list of schemes for the current round of funding. If we want it, we would have to fund it and it was estimated at approx. £20k. He provided details of the PARA volunteer hospital car scheme and asked if details of this scheme could be added to the Parish Council website. He also asked if Parish Council is a consultee on the Seaweed Farm proposals. The Chair answered that the Parish Council is not a consultee. Ms J Forster also spoke in support of the Hospital Car scheme. Mr J Yoki spoke in objection to PA24/00872 citing fire, odours, and safety reasons for this being an unsuitable use of this unit which is situated below residential properties. Mr A Millington spoke in objection to PA24/00722, due to lack of parking. Ms K Rose spoke against PA24/00722, explaining that affordable housing is what is needed here, . Mr S Egan spoke in support of PA24/00872, as the applicant, and explained how this change of use would bring benefit to the area including much needed jobs and support for local suppliers. Mr R Colborne spoke against the proposed Seaweed Farms that are planned for Port Quinn Bay. He explained that the New Port Quin Bay Trust has commissioned reports providing legislative, policy and evidence-based reasons why the Applications should be refused.	Clerk to contact Highways. Clerk to add to website.
086/03 /2024	Update from Mrs Marnie Court, St Minver Lowlands Clerk Mrs M Court gave an update on the Cleaning Contract tender process – the 3 parish Councils – St Endellion, St Minver Lowlands, and St Minver Highlands – have worked together to secure the tender from LCS which is good value and will replace the current Cormac contract which ends on 31 st March. The new contract starts on 1 st April and will be for 3 years. Mrs Court was instrumental	

	in getting this project underway and the Council thanked her for the time and effort involved in getting such a good result.	
087/03 /2024	4. Cornwall Councillor's report: Cllr Mould had given her apologies so there was no report for this month.	
088/03 /2024	Standing Orders applied.	
089/02 /2024	5. Council Minutes: To RECEIVE and APPROVE the minutes of the meeting held on 13 th February 2024. It was RESOLVED 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 V Darnell, seconded by Cllr D Meagor, all in favour, and signed by the Chair.	
090/03 /2024	6. Matters Arising: None.	
091/03 /2024	7. Cornwall Council Planning applications for consultation: Cllr D Meagor declared an interest in the next application and left the room 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 Cllr H Mably proposed, seconded by Cllr C Jenrick to object on the grounds that the hours are too long – 11.30pm is too late for the cooking to finish as it means the equipment/friers will still be hot when residents are sleeping. This is a safety issue, with little time for everything to cool down before residents are asleep. Three Cllrs in favour and two against, therefore objection carried. Cllr D Meagor returned to the meeting.	Planning decisions posted on the CC planning portal.
092/03 /2024	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 PL27 6QH It was proposed by Cllr C Jenrick, seconded by Cllr V Darnell, and agreed by all to object on the following grounds: There is no provision for parking, there is no amenity space and there is no permanent residency attached to it.	
093/03 /2024	8. Pre-applications and Prior Notifications – for information only. To RECEIVE any Planning Pre-Applications/Prior Notifications that may arrive. Application: PA24/01371 Proposal: Prior Notification for an agricultural yard. Location: Tredower St Minver Wadebridge Cornwall PL27 6RG	
094/03 /2024	9. Cornwall Council Planning Decisions Received: 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.	
095/03 /2024	Application: PA23/10241 Proposal: New proposed single storey garage and yoga space. Location: Tredavice Waterhouse Camel Road St Minver Wadebridge Cornwall PL27 6RJ Approved.	

096/03 /2024 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.

097/03 /2024 **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.

098/03 /2024 Cllr V Darnell proposed and Cllr C Jenrick seconded to contact the MMO with the following comment: The Parish Council should have been consulted by the MMO on both these applications as a neighbouring parish as the proposals if they go ahead will have an impact on this parish. Five Cllrs in favour and two against, therefore support carried.

099/03 /2024 Those against (Cllrs J Richards and H Mably) commented that the MMO is the expert, and the parish council is not a consultee.

100/03 /2024 **11. Finance Report: 12th March 2024.**
 It was **RESOLVED** to authorise the payment of accounts outstanding to the sum of £2,311.88. Proposed by Cllr C Jenrick, seconded by Cllr V Darnell, all in favour. Payments by BACS / DD were as follows:

Payee	Gross £	Vat £	Net £	Description	Chq/Bacs
J Wilson	115.90	-	115.90	Clerk's Expenses	BACS
J Wilson	650.08	-	650.08	Clerk's Salary	BACS
Pension Fund	185.51	-	185.51	Cornwall Pension Fund	BACS
HMRC	16.80	-	16.80	PAYE and NI	BACS
Business Source	133.28	9.60	123.68	Water re Public toilets	BACS
nPower	101.15	4.82	96.33	Elec charge	BACS
Corserv	1001.21	166.87	834.34	Feb 24 Cleaning chge	BACS
Sub Total	2,203.93	181.29	2,022.64		
SeaDog IT	29.95	-	29.95	Website support	stripe
Google	78.00	-	78.00	Hosting/Emails/Workspace	D/D
Sub total	107.95	-	107.95		
TOTAL	2,311.88	181.29	2,130.59		

101/03 /2024

102/03 /2024 The following reports were provided:
 Feb/Mar expenditure for 2023/24; Actual to Budget Mar 12th2024; Income Report; Bank reconciliation to Feb 29th, 2024.

103/03 /2024 **12. Correspondence received from 13th February 2024 to 10th March 2024 – for your information. For the meeting to be held on Tuesday 12th March 2024:**

- 13/02/24 Rory Colborne Biome Algae/Camel Fish seaweedfarm Port Quin
- 15/02/24 Rachel Dark Weekly Decision List
- 15/02/24 Nalc NALC newsletter
- 15/02/24 CALC CC online training portal
- 15/02/24 Gemma Parnell Weekly List
- 18/02/24 me CEO Costings
- 22/02/24 Mark James Cormac Spring Workshop Sessions
- 22/02/24 EP&P Local Plan Call for sites
- 22/02/24 4 Ways Inn/Perceval Andrew Millington
- 22/02/24 Rachel Dark Weekly decision list
- 22/02/24 Alice Cunliffe Weekly List
- 22/02/24 Amy Richardson Polzeath Community Engagement 9th March
- 24/02/24 NHS and IOS Engagement Cornwall Together Feb 2024

Council's comments posted on the MMO consultation page.

BACS payments made.

	<ul style="list-style-type: none"> • 24/02/24 NALC Chief Execs Bulletin • 28/02/24 Rachel Dark Weekly Decision List • 28/02/24 Pam Hicks Harbour Commissioner minutes Jan 2024 • 28/02/24 Jeffrey Edwards Coach trip Cornwall Show • 28/02/24 Kathryn Paice Weekly List • 01/03/24 CIOS Good growth Feb update • 04/03/24 Andy Stewart Monthly report • 06/03/24 Gov.uk Info on the seaweed farm proposal • 07/03/24 me Agenda and minutes • 07/03/24 Alice Cunliffe Weekly list • 07/03/24 Elisabeth Allcorn Community Capacity Fund • 07/03/24 Rachel Dark Weekly decision list • 07/03/24 Calc Nalc legal update. • 07/03/24 Calc Call for commissioners. • 08/03/24 Neighbourhood planning Newsletter • 08/03/24 Affordable Housing Newsletter 	
104/03/2024	<p><u>Planning Consultations received from 13th February 2024 to 10th March 2024 – for your information. For the meeting to be held on Tuesday 12th March 2024:</u></p> <ul style="list-style-type: none"> • 15/02/2024 Cornwall Council Planning Consultation ref PA24/00722 • 08/03/2024 Cornwall Council Planning Consultation ref PA24/01053 	
105/03/2024	<p>Various other correspondence dealt with during the month:</p> <ul style="list-style-type: none"> • Various emails from visitors and parishioners plus the following: • Toilet Contract/Costs- joint agreement with Lowlands and St Endellion Parishes. • Affordable Housing. • CEO Cover – Joint agreement with Lowlands Parish - Polzeath Cluster Service level agreement 2024 • Tredrizzick Green proposed works • Fallen Tree • LMP/SWCP 24/25 agreement and 23/24 claim. • St Minver affordable housing next steps. • Cemetery walls • Memorial bench • CC Toilet Contract/TUPE • Meeting with LCS • Pension/iconnect/payroll • Received Speed Visor info • Hub opening information sent out. 	
	<p>13. Reports from outside bodies:</p>	
106/03/2024	<p><u>a. Beach Management Committee.</u> To RECEIVE any updates, to CONSIDER any new information.</p> <ul style="list-style-type: none"> • To CONSIDER the latest Beach Management report. The report has been circulated to Councillors. 	
107/03/2024	<ul style="list-style-type: none"> • To CONSIDER any further information received regarding the setting up of a CIC and RESOLVE on any action. The project is progressing, currently awaiting Cornwall Council guidelines. 	
108/03/2024	<ul style="list-style-type: none"> • To RECEIVE any feedback on the 9th March meeting on the Making Space for Sand Engagement session if available. About 40 people attended the public consultation on what people want for the future of Polzeath. It was suggested that: more engagement with those involved in the decision making is needed; Highlands and Lowlands could work out a way forward with a view to putting a possible plan forward to CC, with public consultation as well. More information needed. To add to April agenda. 	Add to April agenda

109/03 /2024	<u>b. New Polzeath Public Toilets.</u>	Add to April agenda.
110/03 2024	To RECEIVE any updates on progress <ul style="list-style-type: none"> To RECEIVE updates on required electrical works. No information received yet – to add to April agenda. To receive any further updates on the agreed Cleaning Contract. Three-year cleaning contract with LCS agreed and will start on 1st April 2024. 	
111/03 /2024	<u>c. Highways and Footpaths.</u> To RECEIVE any updates, to REPORT any problems requiring attention and RESOLVE on any action.	
112/03 /2024	<ul style="list-style-type: none"> To RECEIVE any update/signing re the Whit/Summer CEO SLA. Agreement is in place for Whit and Summer. A query was raised about the licencing of trailers – this is ongoing from last year. It was agreed to contact Highways to find out the current situation on any unlicensed operations. 	Clerk to contact Highways for update on any ongoing action.
113/03 /2024	<u>d. Affordable Housing Working Party</u> <ul style="list-style-type: none"> Zoom meeting with Imogen – it was agreed to try and arrange a meeting with Imogen for 3rd or 4th of April. 	Clerk to arrange teams meeting with Imogen.
114/03 /2024	<u>e. Cemetery Committee Meeting</u> <ul style="list-style-type: none"> The committee is currently looking into insurance for the boundary walls of the cemeteries. 	
115/03 /2024	<u>f. Any other reports.</u> <ul style="list-style-type: none"> It was reported that there have been diggers going across the beach. Although this is private land, this is a blue flag beach. Contact E.A. regarding this. 	Clerk to contact E.A for information.
116/03 /2024	<ul style="list-style-type: none"> Cllr D Hutley requested we add Lowlands business/feedback as an item on the agenda, in view of Council reps attending each parish’s meetings. Cllr J Richards will attend the next Lowlands meeting. 	To add to April Agenda
117/03 /2024	14. Facebook and website postings: To consider what information should be posted onto the website and Facebook. <ul style="list-style-type: none"> To add the PARA information to the website. 	Clerk to action
118/03 /2024	<ul style="list-style-type: none"> It was suggested that the website should have a Beach Management Information page so that members of the public can put forward views and suggestions regarding what they envision for the future of Polzeath. 	Clerk to contact Seadog IT to request this.
119/03 /2024	15. Matters of Public Interest/Date of next meeting: Date of next Parish Council Meeting: Tuesday 9 th April 2024, 7pm Possible date for Affordable Housing – 3 rd or 10 th April, 2024	
120/03 /2024	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. None.	
	Meeting closed at 9.05pm	

Signed:.....

Date: 09/04/2024