

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

03rd April 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, 9th April 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.

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 March 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).

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: [PA24/01053](#)

Proposal: Construction of a replacement dwelling and annexe

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

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: [PA24/01850](#)

Proposal: Construction of 2 dwellings in lieu of Class Q

Location: Trenant Hangar St Minver Wadebridge Cornwall PL27 6QX

Application: [PA24/01674](#)

Proposal: Application for planning permission for a replacement dwelling and associated works

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

Application: [PA24/02256](#)

Proposal: Resubmission of recently approved application No. PA23/07585 showing reduction in the scale of the proposals for modifications and first floor extension to existing residential dwelling including associated site works.

Location: Polmeor Dunder Park Polzeath Wadebridge Cornwall PL27 6SX

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: [PA24/01371](#)

Proposal: Prior Notification for an agricultural covered yard.

Location: Tredower St Minver Wadebridge Cornwall PL27 6RG

Prior approval not required.

Application: [PA24/00788](#)

Proposal: Works to trees subject to a Tree Preservation Order (TPO), To fell to ground level 1 decaying Beech and two dead Elms.

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

Approved.

Application: [PA24/00227](#)

Proposal: Proposed garage and home office

Location: Hill View Smeathers Farm Chapel Amble Wadebridge Cornwall PL27 6ET

Approved.

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

Approved.

10. AGREE the appointment of the Internal Auditors for the 23/24 Audit

11. To CONSIDER and AGREE the Chair's Honorarium

12. To CONSIDER renewing the CALC subscription for 24/25

13. To CONSIDER and AGREE the date for the Annual Parish Meeting (must be between 1st March and 1st June)

14. Finance Report: 9th April 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)

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 and 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 the CIC and **RESOLVE** on any action.
- To **CONSIDER** any further updates on Making Space for Sand/Future of Polzeath

b. New Polzeath Public Toilets.

To **RECEIVE** any updates:

- To **RECEIVE** updates on required electrical works.

c. Highways and Footpaths.

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

- To **CONSIDER** the information received regarding the Motor Vehicle Activated Signs and whether this piece of equipment should be retained by the Community Network for use by the town/ parish councils in the area.

d. Affordable Housing Working Party

- Report any updates/meeting dates.

e. Cemetery Committee Meeting

- Report any updates.

f. Lowlands Business/Feedback

g. 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 14th May 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.