

St Minver Highlands Parish Council

Parish Clerk: J Wilson
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06th June 2024

TO MEMBERS OF THE COUNCIL:

Councillors: Cllr. J Richards, Chair, Cllr. H. Mably, Vice-Chair, Cllr. M. Parnell, Cllr. N. Mably, Cllr D Hutley, 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, 11th June 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 14th May 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: [PA24/03992](#)

Proposal: Application for Non-Material Amendment to PA23/00630 for 'Demolition of existing farmhouse and adjacent stone barn and construction of new house and separate annexe, together with change of use to extend domestic curtilage into the field to the North', namely 1) Change of side elevation external material from natural stone to natural slate on the Eastern side of the main farmhouse.

Location: Moyles St Minver Wadebridge Cornwall PL27 6QT

Application: [PA24/03296](#)

Proposal: Two storey extension to existing dwelling

Location: Little Mesmeur Treglines Lane St Minver Wadebridge Cornwall PL27 6RA

Application: [PA24/03205](#)

Proposal: Extension to dwelling.

Location: Sunset House St Minver Wadebridge Cornwall PL27 6QX

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: [PA24/02256](#)

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

Approved.

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

Approved.

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

Withdrawn.

10. To **REVIEW** the internal Audit Report for 23/24 and **AGREE** any amendments required for 23/24 Accounts or procedures

11. To **AGREE** and **SIGN** the Annual Governance Statement for 23/24

12. To **AGREE** and **SIGN** the Annual Return for 23/24

13. To **AGREE** and record in the minutes that there is no conflict of interest with the external auditors BDO LLP.

14. To **AGREE** the dates for the Public Rights Notice for 23/24

15. To **AGREE** the additional information required by the External Auditors due to St Minver Highlands Parish being selected for inclusion in the 5% Review.

16. To **CONSIDER** the request for a donation of £1000 towards the setting up and progression of the Polzeath CIC, matching the contribution already agreed by Lowlands.

17.To **CONSIDER** the quote from Greenbarnes for the new Noticeboard for Polzeath.

18.Finance Report: 11th June 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)

19.Correspondence: To NOTE any correspondence.

- Correspondence listed on separate sheet, e-mailed to Councillors. *Information only*
- To note any further information received on PR from planning.
- To note any further information on Licencing breaches from Cornwall Council

20.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 ongoing parking issues in Polzeath and consider any possible further actions.

d. Affordable Housing Working Party

- Report on meeting held on 20th May 2024.

e. Cemetery Committee Meeting

- Report any updates.

f. Lowlands Business/Feedback

g. Any Other Reports

21. Facebook and website postings:

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

22.Matters of Public Interest:

Date of next Parish Council Meeting: Tuesday 9th July 2024, 7pm

23.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.