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St Minver Highlands Parish Council

Parish Clerk: J Wilson
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07/10/26

TO MEMBERS OF THE COUNCIL:
Councillors: Cllr. J. Richards (Chair), Cllr. D. Meagor (Vice-Chair), Cllr. M. Parnell, Cllr. N. Mably, Cllr. C. Jenrick, Cllr. V. Darnell, Cllr. R. Whitehead, Cllr. D. Jones, Cllr. R. Colborne, Cllr. H. Mably. Ward Cllr: Cllr R Moore.

Dear Members,

I hereby give you notice that the **Monthly Meeting of St Minver Highlands Parish Council** will be held on **Tuesday, 13th October 2026 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. Note The AGM will be held immediately following the monthly meeting.

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]
   - Note: there will be a public consultation exhibition by Legacy Properties on Wednesday 14th October 3pm to 7pm in the Perceval Hall on the proposed development of around 35 new homes on land to the north of Church Town Road, St Minver Village.

4. **Cornwall Councillor's Report:** To **RECEIVE** a report on the business of Cornwall Council from Cllr R Moore.

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[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.**

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5. **Council Meeting Minutes 8th September 2026:** 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.

6. To **NOTE** any matters arising from the Minutes of the above meeting.

7. **Planning Applications for Consultation. To RECEIVE any Planning Applications that may arrive and RESPOND to the Planning Authority accordingly.**
   Application: PA26/06553
   Proposal: Alterations to terrace layout
   Location: Lalapanzi Dunder Park Polzeath Wadebridge Cornwall PL27 6SX

   Application: PA26/06086
   Proposal: Alterations and extensions of an existing dwelling including the construction of a new lower ground and first floor
   Location: Wild Thyme Atlantic Terrace New Polzeath Wadebridge Cornwall PL27 6UG

   Application: PA26/05663
   Proposal: Conversion of agricultural building to two dwellings.
   Location: Trenant Hangar St Minver Wadebridge PL27 6QX

8. **Pre-applications/Prior Notifications/Other - for information only but comments are allowed if the Council wishes to comment. To RECEIVE any Planning Applications that may arrive.**
   Application: PA26/06718
   Proposal: Submission of details to discharge Condition 5 of Decision Notice PA18/06656 dated 05.10.2018
   Location: Galena Polzeath Wadebridge Cornwall PL27 6SS

   Application: PA26/06500
   Proposal: INDEPENDENT WATER NETWORKS LIMITED INSET APPOINTMENT
   Location: Land North Of St Minver Cricket Ground Menefreda Way St Minver Wadebridge Cornwall

   Application:PA26/06434
   Proposal: Submission of details to discharge Condition number 13 (Drainage) in respect of Decision Notice PA26/01102 dated 11/09/26
   Location: Land North Of St Minver Cricket Ground Menefreda Way St Minver Wadebridge Cornwall

   Application: PA26/06442
   Proposal: Submission of details to discharge conditions 3 (BGP) 4 (HMMP) 5 (LEMP) and 6 (CEMP) in relation to Decision notice PA26/01102 dated 11.09.26
   Location: Land North Of St Minver Cricket Ground Menefreda Way St Minver Wadebridge Cornwall

   Application: PA26/06406
   Proposal: Prior Approval for the proposed conversion of a barn to 6 dwellings
   Location: Land North East Of Southwinds Caravan Site St Minver Wadebridge Cornwall PL27 6QU

9. **Cornwall Council: Planning Decisions – Approved/Refused.**
   To **NOTE** any Planning Decisions received from Cornwall Council**.**
   Application: PA26/05135
   Proposal: Application for a Lawful Development Certificate for the existing residential dwelling without conditions imposed by planning permission E1/C/53/5528.
   Location: Penpethick St Minver Wadebridge Cornwall PL27 6QN
   Granted (CAADs, PIPs and LUs only)

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Application:PA26/00674/PREAPP
Proposal: Targeted PPA for Construction of 45 dwellings (including affordable housing), landscaping, open space, and associated infrastructure.
Location: Land North Of St Minver Cricket Ground Menefreda Way St Minver Wadebridge Cornwall.
Closed – advice given.

Application: PA26/03552
Proposal: Proposed year-round use of existing campsite
Location: Southwinds Campsite Southwinds Campsite St Minver Wadebridge PL27 6QU
Approved.

Application: PA26/01102
Proposal: Construction of 45 dwellings (including affordable housing), landscaping, open space, and associated infrastructure.
Location: Land North Of St Minver Cricket Ground Menefreda Way St Minver Wadebridge Cornwall.
Approved.

10. To **CONSIDER** the request for a donation of £250 from the St Minver School PTA towards the bonfire and fireworks night.

11. To **CONSIDER** further updates on the decision to go for the NDP rather than the NPS, that was agreed at the September meeting, as a joint group with Lowlands.

- To consider which Councillors would like to be on the NDP working group.
- To consider the funding arrangements for the NDP ie will it still be on a 1/3:2/3 basis for Highlands: Lowlands?

12. To **CONSIDER** the Shilla Mill Feasibility Study and the two options proposed in it. (Postponed from the September meeting)

- To choose option 1 or option 2.
- To discuss and agree preferred options regarding each of the following points:
    1. Confirm between both Parish Councils whether golf buggies remain a firm requirement (this is the biggest point of contention with PRoW and raises the issue of unauthorised vehicle access across the bridge).
    2. Confirm between both Parish Councils whether the route is to be dedicated as a cycle track or bridleway.
    3. Agree a preferred route alignment option through The Point at Polzeath (red vs blue line) and confirm whether a PPO is acceptable.
- Or - To consider any other options that may have been put forward since the September meeting

13. To **CONSIDER** the presentation and request from Wadebridge Sports centre to put in a Precept Levy in the 27/28 budget to support the sports centre.

14. To **CONSIDER** the Scoping Consultation for the Cornwall Local Plan (closing date 16th November 2026)

15. External Audit 25/26

- To **CONSIDER** any issues raised by the External Auditor and **RESOLVE** on any actions. (High level of Reserves)
- To **Agree** and **adopt** the completed Annual return for 25/26 – to be added to website.
- To **CONSIDER** the Notice of Conclusion of Audit and **AGREE** dates/charges

16. Finance Report: 13TH October 2026

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 plus any additional payments as resolved during this meeting and **AGREE** the bank reconciliation so presented.

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17. To CONSIDER the request to provide some suggestions for street names for the new Menefreda Way development (PA26/01102)

18. Update on the proposal re the Brooklands footpath

19.Correspondence: To NOTE any correspondence

- Correspondence has been e-mailed to Councillors.

20. Reports from outside bodies:

a. Beach Management Committee
To **RECEIVE** any updates and to **CONSIDER** any new information from the Beach Management Committee.
- To **CONSIDER** any updates from the Beach Management Group and **RESOLVE** on any action.
- To **CONSIDER** the latest Beach Management Report if available.

b. New Polzeath Public Toilets
To **RECEIVE** any updates:
- To **CONSIDER** any updates regarding the current list of works/dilapidations.
- To **CONSIDER** and **RESOLVE** on any other items as required regarding the toilets.

c. Highways and Footpaths
To note any highways issues requiring attention, and to receive any updates on previous issues and **RESOLVE** on any action.

d. Affordable Housing Working Party
- Report on any updates.

e. Cemetery Committee Meeting
- Report on any updates.

f. Lowlands Business/Feedback
- Report on any updates.

g. Any Other Reports

21. Facebook and website postings:

To consider what information should be posted on the website/Facebook this month.

22. Matters of Public Interest:

Date of next Parish Council Meeting: Tuesday 10th November 2026.

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 following this notice.