



SheviocK Parish Council

The Bill Warren Room, SheviocK Memorial Hall, Craffhole, Torpoint, Cornwall, PL11 3DG
 Clerk: Mrs Nancy Gray. Telephone: 01503 232996 Email: sheviocKpc@btinternet.com

The Minutes of the SheviocK Parish Council Meeting held on Monday the 8th of July 2019 in the Schoolroom, Craffhole Methodist Chapel, Craffhole, commencing at 7:00pm.

Present: Councillors: Chair Cllr Steve Medway. Vice Chair Cllr P Brooks. Cllrs: W Evans, P Cade, L Jenkins. Parish Clerk Mrs N. Gray.
 There was one member of the Public present

1. **APOLOGIES:** Cllr D Lester.
2. **DECLARATIONS OF INTERESTS. 1 AGENDA ITEMS.** None **2 GIFTS,** none received.
3. **CONSIDERATION OF WRITTEN REQUESTS FOR DISPENSATIONS.** None.
4. **PUBLIC PARTICIPATION & 5. RESPONSE TO PUBLIC PARTICIPATION.**
 - i. Horse waste in the Harbour. Following a complaint received it was clarified that: this is the harbour authority's jurisdiction. There is currently no byelaw preventing Horses in the harbour. The Enforcement officer does not hold any powers to enforce the cleaning up after horses. It was agreed to write to the local Livery to ask if riders could return to clear up any mess after each visit should it arise, as the Parish Council did not wish to have to seek a byelaw if complaints should mount. **Clerk**
 - ii. Sewage smell Craffhole. SWW has been out to inspect but found nothing. If there is a smell, residents are asked to report it immediately by calling **0344 346 2020**, so that it can be investigated promptly.
 - iii. Request for a Dog Waste Bin Trewickle Lane, following complaint from a resident that their bin was being used by dog walkers. The clerk has requested quotes from Cornwall Council – Awaiting quotes prior to further discussion at September meeting. In interim Clerk to place notice advising of nearest bin on bottom notice board of circular footpath 13 (Trewickle) Lane. **Clerk**
6. **PLANNING.**
 - a) To receive notice and **RESOLVE** Council's response to new planning applications received before the agenda finalised: None received
 - b) To receive details of planning applications received after the agenda published: None.
 - c) To receive planning decisions from Cornwall Council.
PA19/03157: Proposal Balcony / terrace to garage roof with installation of safety handrail. Location Ivy Cottage Donkey Lane Portwrinkle Torpoint. Applicant Dr Neil Harkness. Approved with condition that that the balcony be obscured glazing
PA18/12125. Proposal Proposed demolition of existing bungalow and replacing with a detached four bed dwelling. Location Penlea Finnygook Lane Portwrinkle Torpoint. Applicant Mr Flashman: pending
PA19/04585. Notification of prior approval for a proposed change of use of agricultural building to dwelling. Land North of Trethill farm, Trethill Lane. Pending
 - d) Other planning matters for discussion:
 - i. The public consultation on the Draft Saltash Neighbourhood Development Plan started on Wednesday 19th June 2019 and lasts for a period of 8 weeks ending at midnight on Wednesday 14 August 2019. It can be viewed at Plan4Saltash.co.uk
 - ii. Planning for Coastal Change Chief Officer Planning Advice Note consultation document has been uploaded to www.cornwall.gov.uk/coastalchange. It was agreed to comment that SheviocK Parish Council wants written confirmation that Cornwall Council would preserve the road (Finny Gook Lane -the only access lane) and assets as has been suggested by Mr Martin Clemo, as it is within the flood risk zone seaward of the seafront properties which are also within this zone.
7. **MINUTES or NOTES FROM THE FOLLOWING MEETINGS TO BE APPROVED AND SIGNED**
 - a. Minutes of the Parish Council meeting held on Monday the 10th of June 2019: Cllr Brooks proposed; Cllr Medway seconded with Cllrs Jenkins and Cade in favour to approve the minutes as a true record of the meeting held. Cllr Evans had not attended the meeting.
8. **TO REPORT MATTERS ARISING FROM THE ABOVE PARISH COUNCIL MEETING MINUTES.** None all on action tracker.
9. **HIGHWAY MATTERS.**
 - a) Bollard damaged again at crossroads with Horsepool lane on the B3247. Clerk to re-advise Highways.
 - b) Highways have created the following websites:
 For anyone to report problems with roads: <https://www.cornwall.gov.uk/reportroad>
 To see current and scheduled planned work on highways <https://www.cornwall.gov.uk/roadmainteneance>

10. POLICIES AND PROCEDURES ANNUAL REVIEW. It was agreed to postpone until September until all drafts had been finalised. Cllr Jenkins agreed to take on the extra "scheme of delegation policy". It was agreed to make the Emergency Action plan a separate agenda item in September. **All Cllrs** to read through for suggested amendments.

11. FOOTPATHS: Permissive footpath projects. Cllrs Evans and Jenkins met with Mr Ian Rideout from Antony estate who has given the provisional green light for 2 new permissive footpaths. The first to run alongside Finnygook lane, connecting the midway footpath entrance on the golf course, downhill through the wooded area to join the coastal path at the bottom of Finnygook Lane. This would provide a safer route for Pedestrians, connecting Portwrinkle/Crafthole. All shrub material would have to be removed from site or chipped and placed on the path. The second permissive path would connect the bottom of Ladywell (footpath 5) to the bottom of Sheviock lane running parallel with the A374. With the condition that Sheviock PC install livestock fencing. **Cllr Jenkins and Evans** to investigate grant funding and costings from contractors. **Clerk** to contact Countryside Access team for guidance regarding funding, footpath gradients/accessibility. It was agreed to look into working parties or help from HMS Raleigh. **Clerk.** It was agreed that the priority footpath would be alongside Finnygook lane but seek grants/costings for both projects.

Footpath 1 closure/ general signage/clearance work to footpath 8 :The Clerk has re-requested update regarding all funding requests and date for reopening of footpath 1 from The Countryside Access team. Footpath 13 steps. **Cllr Evans** to discuss installation date with contractor.

Footpath cuts: **Cllr Evans** to evaluate and feedback to contractor.

12. PARISH EMERGENCY ENVIRONMENT AND CLIMATE CHANGE PLAN.

Following discussion, it was agreed that the first steps would be to encourage parishioners to make small changes. **Cllr Cade** to compile shortlist suggestions for the parish newsletter. **Cllr Cade** to forward starfish poster to the **Clerk** for the notice boards. **Cllr Cade/clerk** to ask for costings of water fountain from Millbrook PC for future consideration.

13. UPDATES FROM OTHER GROUPS –Flower Beds Subgroup: Volunteers are needed. **Clerk** to place notice on boards. In the interim it was agreed to allocate 8 hours general weeding and maintenance over July and August. **Clerk** to ask/arrange with current staff. **Coastal Communities Group.** To be left as a standing item. **Play Park and Open Space:** It was agreed to replace one of the main beams in the wooden playpark structure. **Clerk/ maintenance. Community Gateway meeting:** Nothing to report/no meeting. **RPTUG** RTPI may be installed adjacent to the existing Kimberley Foster Bus Shelter and in the proposed new bus shelter at the Cross opposite the Finnygook Inn, subject to suitable power sources being available. Power sources from street lighting or solar power would be investigated. The funding for both the proposed new bus shelter and the proposed installation of RTPI is part of a secondary bid for funding, from the Governments Transport Cities Fund, that Cornwall Council is working with Plymouth City Council to achieve. Where RTPI is installed there must be a strong mobile phone reception and it was thought this was doubtful in Portwrinkle. **Footpaths:** see item 11 **Torpoint Library and Information Service.** Cllr Brooks reported back from the inaugural meeting of the Torpoint Library Forum. She noted that the library is now open 5 weekdays 9:15 -4:30 and Saturdays 9:15 -12:30. It is more than just a library, with a community hub, café, archives and Cornwall Council information service. They can deliver books and provide many new services. They were appreciative to Sheviock for the donation. Full information to go into Parish Newsletter. **Cllr Medway.**

14. CORRESPONDENCE RECEIVED, not covered in the agenda.

a) Polling Districts and Polling Places Review - stage 2 consultation. To resolve response re: suitability of polling stations and voting arrangements at elections current and from 2021

<https://www.cornwall.gov.uk/council-and-democracy/elections/polling-districts-and-polling-places-review-2019/get-involved/> or by emailing polling.review@cornwall.gov.uk. Clerk reported that no changes are proposed. Polling District and Polling Station will remain unaltered by 2021 boundary changes. However, as previously minuted this polling district will form part of the Rame Peninsula & St Germans Electoral Division. Clerk to confirm that the Parish Council is in favour of the current polling station but include original objection letter re: opposing the increase to the electoral boundary division.

Clerk

b) Coastal Access - Improvements to public access along the Cornish coast between St Mawes and Cremyll. The clerk reported that a section of steps is planned for part of the coastal path. No homes would currently be affected. Further details about the proposals can be found at:

www.gov.uk/government/publications/england-coast-path-from-st-mawes-to-cremyll-comment-on-proposals

c) Code of Conduct training, 3rd of October, Liskeard. Cllr Jenkins asked to be provisionally booked onto this free training course. **Clerk**

15. FINANCE

a) To receive details of cheques and payments to be approved. Cllr Evans proposed; Cllr Medway seconded; with all in favour to approve the outgoing payments for June at listed below.

b) To receive the reconciled bank statements for June to be signed by two Councillors. This had been previously circulated and reconciled but to be signed off by Cllr Medway and Brooks at Clerk's office as page missing on the night. **Cllrs Brooks/Medway**

PARISH ACCOUNT OUTGOING PAYMENTS

Sheviock Memorial Hall	Rent Clerk's office	£62.85	
Nancy Gray	Clerk's parish Hours minus nest pension		
Nancy Gray	Clerk's parish expenses see separate breakdown sheet		£4.50
Nancy Gray	Clerk's overtime June	£17.74	

G Dyer Dog Enforcement wage Sheviock 8-hour, Maker Rame 8 Hours (to reclaim) minus tax
 G Dyer travel expenses to reclaim from Maker Rame. £39.60
 Tom Cox inv 481 grass and footpath cutting £330.00
 EDF Tredis defib box June (vat 5%) vat = £0.42 total £8.86
 Steven Lester maintenance wage parish share.
 Steven Lester expenses for mileage and materials £18.65
 CL FINANCE Internal audit vat £54.17 total £325.00

DIRECT DEBITS TAKEN TO REPORT

Unity bank unity bank service charge £18.00
 BT phone and internet and line rental, office vat £45.73 total £274.38
 Lloyds Bank break down set monthly fee £3.00

INCOMING

None

Devolution payments and receipts

Nancy Gray Clerk's wage £109.85
 Julia Bradley Expenses: £22.07
 Julia Bradley Cleaning wage for June minus tax
 Frances Jackson Cleaning wage for June no tax taken
 Marianne Jakes Final Cleaning wage for June £10.00
 Steven Lester maintenance wage share for devolution
 SWW Water and sewerage for toilets. £167.27 (this will increase now urinals repaired)

INCOMING received in June

Weekly parking permit tickets £210.00
 Ticket machine revenue £1,192.75
 Ticket machine revenue £1,338.60

16. ITEMS FOR INCLUSION IN FUTURE MEETINGS. Possibility of VE day beacon. Emergency Climate change plan. Policies/procedure sign off. Emergency Plan.

17. DATE OF NEXT: Parish Council Meeting, Monday, September the 9th. Policies/procedure sign off. Emergency Plan. Dog Bins.

The Chair closed the meeting at 8:36 pm

Nancy Gray, Parish Clerk

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