



## *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](mailto:sheviocKpc@btinternet.com)

### **The Minutes of the SheviocK Parish Council Meeting held on Monday the 11th of February 2019 in the Schoolroom, Craffhole Methodist Chapel, Craffhole, commencing at 7.00pm.**

**Present: Councillors:** Chair Cllr Steve Medway. Vice Chair Cllr P Brooks. Cllr D Lester. Cllr E Warren. Parish Clerk Mrs N. Gray. 2 members of the Public were present.

**1. APOLOGIES.** None

**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**

- Mr D Dunn: Advice that the overgrown hedge and brambles are still protruding onto the road, opposite Sydenham House, between slipway near bollards and the field North of Middle barn, Craffhole. **Clerk** to speak with Mr Ian Rideout to obtain date ASAP, before the hedge cutting ban comes into force.
- Mrs J Bushrod advised that St Mary's churchyard, including access to the graves, is now closed due to renovation works. Access can be arranged during working hours 08:30-16:00 by contacting the site supervisor. Ad Williams will be using the Church car park as their secured site compound. A letter has been circulated to Neighbours and residents in SheviocK providing further details, however if there are any further queries or for any issues that arise please contact Mrs J Bushrod at: 5 Coast Guard Cottages, Donkey Lane, Portwrinkle. Email [bushrods@btinternet.com](mailto:bushrods@btinternet.com). [Tel:01503230565](tel:01503230565). Cllr Medway thanked and commended all those involved with the organisation of this project, for issuing the advisory letter and providing contact details in order to alleviate any issues that may arise. It was agreed to place the letter on the notice boards. **Clerk**
- Cllr Evans stated that a parishioner had requested to know who owns the bollard outside of the shop. The Clerk stated that it is Highways.
- Cllr Medway had been asked who is responsible for the drainage at the Pump in Craffhole, off the B3247. The Clerk stated that Cormac looks after the county's highway drainage system. Cllr Medway stated that the drain was no longer blocked.

**6. PLANNING.**

- a) **PA18/12125.** Proposed demolition of existing bungalow and replacing with a detached four bed dwelling. Location Penlea, Finnygook Lane, Portwrinkle, Torpoint. Applicant Mr Flashman. Cllr Medway proposed, Cllr Evans seconded with all in favour to support this application, subject to the Rame NDP policy 1: that the property is occupied by the owner or their tenants as their principal (primary) residence.  
**PA19/00365.** Tredis House Barn Polbathic Cornwall PL11 3ER. Construction of new garage to serve new dwelling approved under PA18/03722 (as subsequently amended under PA18/11866) - Mr And Mrs B Wiggett. Cllr Medway proposed, Cllr Evans seconded with all in favour to approve the application.
- b) **PA19/00570,** Trethill Farm. Planning application just received after agenda finalised, to be resolved at the SheviocK Parish Council meeting on March 11<sup>th</sup>.
- c) To receive planning decisions from Cornwall Council.  
**PA18/11866** Non-material amendment for additional bedroom in lieu of garage, extra roof lights to roof slope, internal layout with related elevation adjustments (application PA18/03722 dated 16th June 2018 relates). Location Tredis House Polbathic Torpoint Cornwall PL11 3ER. Applicant Mr And Mrs B Wiggett. Approved  
**PA18/12117** Works to trees in a conservation area, namely fell Holm Oak (T1) - St Marys Church SheviocK Torpoint Cornwall PL11 3EH. Approved  
**PA18/10272** Listed Building Consent for the repair of the slate roof with like for like materials and other general internal and external repairs to windows/doors and installation of new kitchen and bath/shower equipment. - Trewin House SheviocK Torpoint Cornwall PL11 3EW. Withdrawn  
**PA18/08163** Proposal Change of Use of current Hotel (C1 use) for the creation of eighteen one and two bedroom apartments (C3 use) with associated alterations to a Listed Building (Grade II) Location Whitsand Bay Hotel Finnygook Lane Portwrinkle PL11 3BU. Applicant Ms Christina Kusytsch Your Property Development (Portwrinkle) Ltd. Pending decision  
**PA18/08164** Listed Building consent for the change of Use of current Hotel (C1 use) for the creation of eighteen, one and two bedroom, apartments (C3 use) with associated alterations to a Listed Building (Grade II). Pending Decision  
 Other planning matters for discussion. None.

Residents can submit comments on all planning applications, direct to Cornwall Planning <http://planning.cornwall.gov.uk/online-applications>

- 7. MINUTES or NOTES FROM THE PARISH COUNCIL MEETING ON JAN 14th, 2018 TO BE APPROVED AND SIGNED.** Cllr Medway proposed, Cllr Brooks seconded with all in favour to approve the minutes as a true record of the meeting held.
- 8. MATTERS ARISING FROM THE ABOVE PARISH COUNCIL MEETING MINUTES**, which are not covered by an agenda item or in the Action Tracker.
- Councillor Vacancies. There are currently 2, Parish Councillor Vacancies. **Cllr Medway** to place a recruitment article within the Parish Newsletter. There are notices on all 4 parish notice boards. For further information concerning this worthwhile, voluntary, role please contact the clerk.
- 9. HIGHWAY MATTERS to report, unless on the Action Tracker as ongoing.**  
**Tredis\junction on B3247, Polscoe Hill.** Highways and Antony estate have agreed to improve visibility on this corner, February 2019. **Clerk** has contacted both Antony Estate and Highways to obtain date TBC.  
**Priority Give Way Sign, Craffhole:** **Cllr Medway** to talk to landowners in the vicinity. **Clerk** to check with CALC concerning possibility of providing incentives for placing signage on private land.  
**RAME TRO:** Cllr G Trubody and Millbrook Parish Council are collating plans prior to moving TRO forward. Clerk has forwarded all proposals to Cllr Trubody and circulated proposal letters to properties directly concerned.  
**Outstanding Highway issues.** Clerk to collate list of all outstanding issues previously reported/chased and send request for action/update. **Clerk**
- 10. GRASS CUTTING CONTRACT.** Cllr Medway Proposed, Cllr Evans seconded with all in favour to approve the updated contract and put out for tender; final bid deadline 12:00 noon, on March 8<sup>th</sup>, 2019. Advert to be placed within the Parish Newsletter. Clerk to check with Calc re: scope of advertising required, then if necessary, place advert in the Cornish Times. **Clerk.** Cllr Medway and Evans to assess the bids, once all received after deadline. To be an Agenda item for the March Meeting: to resolve whom to award the contract. Clerk advised that there were already 2 interested parties.
- 11. DEFIBRILLATORS:** Mrs D Hughes and Mrs C Tinsley have kindly volunteered to monitor the Portwrinkle Units. Clerk to contact them with further instructions/guidance. Once all volunteers are in place, **Clerk** to recontact SW Ambulance service for verification and site meeting prior to registering the devices with the SW Ambulance services.
- 12. POLLING DISTRICT AND POLLING PLACES REVIEW:** It was agreed that changes were not required.
- 13. UPDATES FROM OTHER GROUPS –Flower Beds Sub Group.** Nothing to report **Coastal Communities Group:** nothing to report. **Play Park and Open Space.** **Cllr Evans** to install anti finger jamming pad and repair latch on Play park gate. **Clerk** to pass Cllr Brooks H&S Management sheets. **Footpaths:** Clerk to ask Mr Rideout, Antony Estate re: whether change of use for field has been granted in Sheviock. Clerk has passed list of requests and funding requirements to the Countryside Access Team. **Community Gateway** nothing to report. **RPTUG.** Cllr Medway to collect old notice board from site. **Tree Warden:** Nothing to report.
- 14. CORRESPONDENCE RECEIVED, not covered in the agenda.**
- Cornwall Council, Planning Area Team, List of Contacts.** Circulated, **Clerk** to file a copy.
  - Correspondence to report after the agenda finalised.**
    - Letter from Visitor to the parish, concerning Portwrinkle.** This was noted, Clerk to reply.
    - Notice re: Tamar Ferry, Public meeting.** To take place At Torpoint Town Council Chambers, 10 am Fri 15<sup>th</sup> of February.
- 15. FINANCE**
- Mrs L. Taggart was approved as the internal Auditor, for the Parish accounts.
  - Cllr Medway Proposed, Cllr Books seconded with all in favour to approve the following payments.
- PARISH ACCOUNT**
- OUTGOING**
- Sheviock Memorial Hall, Jan rent for Clerk's office £62.85
  - Nancy Gray Jan parish wage minus clerk's pension contribution.
  - Nancy Gray Overtime
  - Nancy Gray Clerk Parish expenses £4.5
  - Mr Gary Dyer 4 hours Parish enforcement Officer, wage for Jan Sheviock. Plus 4 hours for enforcement within Maker Rame (to be refunded by Maker Rame)
  - Mr G Dyer Travel expenses, to be refunded by Maker/Rame. £19.8
  - Viking Varied office supplies £43.97 plus Vat £8.80 Total £52.77
  - Viking Black ink x 3 £ 37.47 plus VAT £7.49 Total (incl. VAT) £44.96
  - EDF Tredis defib unit Jan £11.27
- Direct Debits taken to report**
- Lloyds Monthly fee for clerk's credit card £3
  - Nest pension. Made up of Clerk's pension contribution (her contribution is taken off her wage) plus employer's contribution. £27.04
- INCOMING**
- Grant From: Sheviock Memorial Hall for the Open Space:** awarded from a share of the proceeds following The New Year's Party £136.28 (**Clerk** will ring fence this sum for the Open Space)
  - Cornwall Council, Grass cutting Grant £291.13.

**DEVOLUTION ACCOUNT  
OUTGOING**

- Mrs M Jakes Wages for Jan
- Nancy Gray Clerk's Devolution Wages for Jan
- Julia Bradley Temp relief cleaner wage, inclusive of holiday accrued.
- Frances Jackson Temp relief cleaner. 4 days (yet to take holiday accrueement)
- SWW. Water/Sewage bill for Public Toilets, Nov 1st to Jan 29<sup>th</sup>. £134.21

**Direct Debits to report**

- Manual credit handling charge unity. £9.50

**INCOMING JANUARY**

- Ticket machine revenue. Banked Feb not Jan, so will report on Feb accounts/March meeting.
- c) Cllr brooks proposed, Cllr Lester seconded with all in favour, to sign the reconciled, bank Statements for January.

**16. ITEMS FOR INCLUSION IN FUTURE MEETINGS.** To award the Parish Grass cutting contract.

**17. DATE OF NEXT Parish Council Meeting:** February 11<sup>th</sup>, 2019.

**18. PARISH SPRING CLEAN:** The date of Saturday March the 16<sup>th</sup> from 10:30 am, has been set for the Parish Spring Clean. Posters will be placed around the parish showing contact details of coordinators.

The Chair closed the meeting at 8:14pm

**Nancy Gray, Parish Clerk**

**Clerk's Office, Sheviok Memorial Hall, Crafhole, PL11 3DG**

**Telephone: 01503 232996 Email: [sheviokpc@btinternet.com](mailto:sheviokpc@btinternet.com)**