



*SheviocK Parish Council*

The Bill Warren Room, SheviocK Memorial Hall, Craffhole, Torpoint, Cornwall, PL11 3DG  
Clerk: Mrs Linda Coles Telephone: 01503 232996 Email: [sheviocKpc@btinternet.com](mailto:sheviocKpc@btinternet.com)

**The Minutes of the Parish Council Meeting held on Monday 14<sup>th</sup> November 2016 in the Methodist Church Schoolroom, Craffhole, commencing at 7.00pm.**

**Present:** Councillors C Kennedy, Chairman, S Medway, Vice Chairman, J Isaac, Mrs Jenny Bushrod, Mrs Paula Brooks, J McGuinness and M Snowling.

**In Attendance:** L Coles, Parish Clerk, Cllr George Trubody (Cornwall Council)

There were 31 members of the public present.

**Item 1. APOLOGIES:** There were no apologies.

**Item 2. DECLARATIONS of INTEREST. (a) AGENDA ITEMS.** None were declared. **(b) GIFTS** (All gifts and hospitality offered or received that could be seen by the public as likely to influence a Councillor's judgement). None were declared.

**Item 3. CONSIDERATION OF WRITTEN REQUESTS FOR DISPENSATIONS.** None received

**Item 4. POLICE AND NEIGHBOURHOOD WATCH REPORT** Cllr Isaac gave some crime statistics for the month of September – no crimes reported in SheviocK and a total of 15 reported in other areas across the Rame Peninsula. Overall crime is down by 1.2% in East Cornwall. The application forms for the refreshed NHW scheme will be taken to Torpoint next week.

**Item 5. PUBLIC PARTICIPATION.** David Dunn said that, during the speed watch opposite Cross Park, it was noticed that parents are parking on the yellow lines outside the Village Hall, and offloading children into the road. He asked that parents be told not to park here. Cllr Brooks said that she has already done so but will put it back out again. Cllr Kennedy said that the Village Hall Committee is looking into widening the entrance to make the car park more accessible.

Betty Heapy said that there is a lot of dog fouling on the build-out in front of Hillside Cottage and in the lane towards the Finnygook Inn. Cllr Kennedy said that the Dog warden is now concentrating the hours that he has in the village rather than the beach areas. The Clerk will report this to the Dog Warden. **Clerk** Cllr Bushrod said that a resident has approached her regarding dogs on the harbour beach in through the summer, and has also asked how many enforcement tickets have been issued. Cllr Kennedy said that no tickets have been issued; the Dog Warden tends to talk the owners into being responsible for their dogs. Cllr Medway has been contacted with a similar complaint, but the resident, whilst knowing the perpetrators, is not prepared to name them. It was agreed that nothing can be done unless people are identified. It was also reported that dogs have been seen in the play park. Cllr Kennedy said that, whilst there is a sign saying 'Dogs not Allowed', it is not enforceable without a Dog Control Order in place, and is reliant on peer pressure for people to be responsible. Cllr Bushrod said that the issue of horse fouling has also been raised with her. When it is dark people are treading in it and a resident has asked if there is anything that the Parish Council can do. Cllr Medway said that, whilst it is illegal for dogs to foul in public areas there is no jurisdiction over horses.

D Chisholm raised the matter of split signage for Burns View and asked if the signs could be illuminated, especially for the Emergency Services to identify the two parts of Burns View. The Clerk will write to CORMAC and ask about illuminated signage. **Clerk**

Cllr Kennedy said that Joy Kentisbeer is concerned about vehicles scraping along her dry-stone wall and is worried that it is going to fall. It was agreed that the Clerk will write to Highways and ask if the bank could be cleared of fallen earth to provide more width. **Clerk**

**Item 6. RESPONSE TO PUBLIC PARTICIPATION** Responded as above.

**With the approval of the Members, Cllr Kennedy moved Item 10 of the Agenda forward for the convenience of the members of the public present.**

**Item 10. PUBLIC ACCESS DEFIBRILLATOR SERVICE IN SHEVIOCK PARISH.** Cllr Bushrod had prepared and circulated a report from which she read details of the SWAST Scheme and the costs of supplying 5 defibrillators for the Parish A survey has been carried out and five locations identified. A single set of training will be provided for all five, which is included in the cost of supplying the defibrillators but installation will be an extra cost, estimated at approximately £350 each, to be determined by a proper site survey of each location. British Telecom is actively promoting the siting of defibrillators in telephone kiosks, with the British Heart Foundation (BHF). After discussion, Cllr Kennedy proposed that a small working group is set up to progress this and to iron out the practicalities, consisting of the Clerk, the Chairman and a member of the public. Darryl Hughes volunteered. A Business Plan will be produced for the Parish Council to consider for budgeting purposes and to look at funding. Becci Greenwood reported that the BHF had just introduced a new grant scheme and the Chairman agreed to look into this as part of the working group.

**With the approval of the Members, Cllr Kennedy moved Item 13 of the Agenda forward for the convenience of the members of the public present.**

**Item 13. TRAFFIC LIGHTS IN CRAFTHOLE.** Cllr Kennedy invited Peter McLaren, as Secretary of COVAG, to speak. Peter said that the recent temporary traffic lights had proved very effective in controlling the traffic through Crafhole. However, there has been a reply to COVAG's letter, received today from Adrian Drake, CORMAC, questioning the effectiveness of this scheme and stating that there is no funding available for permanent traffic lights. Becci Greenwood said that she is concerned that the installation of permanent traffic lights would come with yellow lines and there will be nowhere for residents to park. Dorothee Mathias said that the temporary lights proved that resident parking could still happen without the need for double yellow lines. Cllr Kennedy said that the Parish Council will invite Cornwall Council, COVAG, Cllr George Trubody and Sheryll Murray, MP, to meet and discuss the options and the reasons behind the reply from Adrian Drake, CORMAC. The Clerk will contact the above parties and suggest dates for a meeting. **Clerk** Cllr Trubody will take the matter up with the Head of Services.

**With the approval of the Members, Cllr Kennedy moved Item 14 of the Agenda forward for the convenience of the members of the public present.**

**Item 14. OPEN SPACE.** a) Cllr Isaac has carried out a Risk Assessment of the Open Space, with particular regard to the barbed wire on the stock fencing. To prevent contact with the barbed wire an inner fence needs to be erected as soon as possible. It was **RESOLVED** to purchase inner fencing for the Open Space after obtaining three quotes, **proposed by Cllr Brooks, seconded by Cllr Medway, with all in favour. Clerk** b) Dogs in the play park had been discussed under Public Participation, Item 5. Cllr Kennedy said that the fencing for the play area needs to be completed to comply with regulations, the total cost of which is likely to be £848. The Friends of Crafhole Park have asked the Parish Council to pay half the cost (£424). It was **RESOLVED** that Sheviock Parish Council will pay a maximum of £424 towards the play park fencing, **proposed by Cllr Medway, seconded by Cllr Brooks, six votes for and one against.** The Clerk will inform the Group. **Clerk**

## **Item 7. PLANNING**

### **a) Planning applications received before the Agenda was finalised:**

**PA16/08468.** Mr Matt Lavis, 13 Cross Park, Crafhole, Torpoint, Cornwall. Double storey side extension with new front porch with a pitched roof replacing the single storey side extension. Provision of a rear roof dormer and roof mounted sustainable technologies. Cllrs Medway and Snowling had visited the site and spoken to adjacent neighbours, who have no problems with this development. After discussion, it was **RESOLVED** to support this planning application, but to note that there was no application form on the planning portal and to ask Cornwall Council if this was no longer a requirement.

**Clerk. Cllr Medway proposed, Cllr Snowling seconded and all were in favour.**

**PA16/09942.** The Trustees of the Tremayne Carew Pole 1995 Settlement, Sconner Wood, A374 between Milladon Lane and access to Trewin House, Polbathic, PL11 3ET. Certificate of Lawfulness for existing use: Residential dwelling. It was agreed that this property has been in existence for a number of years and poses no problems. After discussion, it was **RESOLVED** to support the application, **Cllr Snowling proposed, Cllr Brooks seconded and all were in favour.**

**b) Details of Planning Applications received after the Agenda was published: PA16/08354.** Mrs Jane Cahill, Sconner House, A374 between Milladon Lane and Access to Trewin House, Polbathic, PL11 3ET. Retrospective garden landscaping to improve the amenity of the garden. An extension until the 13<sup>th</sup> December for Consultee comment has been granted.

### **c) Cornwall Council's Response to Planning Applications:**

**PA16/07479,** Lynher Boat Yard PL11 3ET. **Condition 3 of Decision Notice PA13/09092 Discharged**

### **d) Other Planning Matters:**

- i. It was **RESOLVED** to adopt the Local Council Pre-Application Protocol (circulated to Members). **Proposed by Cllr McGuinness, seconded by Cllr Isaac with all in favour.** To be added to the Website. **Clerk**

**Item 8. MINUTES or NOTES FROM THE FOLLOWING MEETINGS TO BE APPROVED AND SIGNED**

- a) **The Minutes of the Parish Council Meeting held on Monday 10<sup>th</sup> October 2016.** Subject to the following amendment.... Page23, Item 19 delete the words.... *but would allow one to be put up by an individual*, it was **RESOLVED** to approve and sign the minutes as a true record of that meeting. **Cllr Snowling proposed, Cllr Medway seconded and all were in favour.**

**Item 9. TO REPORT MATTERS ARISING FROM THE ABOVE PARISH COUNCIL MEETING MINUTES, which are not covered by Agenda Items or included on the Action Tracker (Appendix 1).**

**Action Tracker –**

- The results of the Speed Visor in Sheviock had been circulated. It was agreed that Cllr Isaac, as Police Liaison, will request that the Police set up a genuine radar trap in the village on the A374. **Cllr Isaac**
- Mirror at end of West Lane - Adrian Drake has replied that plain/flat mirrors can cause real safety issues and Cornwall Council will not supply a mirror.
- Cllr Bushrod confirmed that letters have been sent to the residents of Donkey Lane about cutting the hedgerows back.
- The repairs to the Parish Seats. The Clerk has sent out tenders for this work, to four contractors.
- The Clerk will chase the Countryside Access Team regarding Footpath No.5. **Clerk**

**Item 10. PUBLIC ACCESS DEFIBRILLATORS.** Already covered

**Item 11. QUALITY STATUS.** Cllr Kennedy reported that the application has been submitted.

**Item 12. STAFF APPRAISALS.** The Clerk had amended the form and recirculated. A paragraph detailing the process has been added to the form. It was **RESOLVED** to adopt the form, **proposed by Cllr Snowling, seconded by Cllr Bushrod, with all in favour.**

**Item 13. TRAFFIC LIGHTS IN CRAFTHOLE.** Already covered.

**Item 14. OPEN SPACE.** Already covered

**Item 15. HIGHWAY MATTERS.** Cllr McGuinness raised the issue of the state of the road up to Tredis. The Clerk has already reported this to Highways and an Area Steward will do a survey. Cllr Kennedy said that Donkey Lane is in a dreadful state. He will send photographs to the Clerk who will submit the information to CORMAC. **Clerk** It was reported that Sheviock Lane has been repaired.

**Item 16. TRAFFIC ENFORCEMENT. (Appendix 2).** Unless the PCNs issued are challenged, each Parish Council should receive £51.48, after the total costs of £583 for the scheme have been deducted. Cllr Kennedy asked for the agreement of the Parish Council to meet with the Cluster Group to see what enforcement could be provided for later this year and for next year.

**Item 17. CORRESPONDENCE. To report Council's response to the following:**

- 06/10 – Letter from Victim Support requesting a donation. Clerk to reply. **Clerk**
- 17/10 – Letter from Dr Jonathon Tuckley re speed hump outside The Anvil, Crafthole. This is not a Parish Council matter and should be directed to Highways. The Clerk will reply to Dr Tuckley informing him. **Clerk**
- 28/10 – On-street pay and display parking and new Residents' Parking scheme proposals. There is a small number of residents only parking spaces in Portwrinkle. According to the email the proposed increase in the cost of permits will be 100% for the first car and 138% for a second permit. The figures for the Portwrinkle parking scheme, supplied in February 2016, were purported to be fully costed. The Clerk will write to Cornwall Council and raise the Parish Council's concern that the increased rates are to be applied across the whole of the county. (Copy Cllr Trubody in to letter). **Clerk**
- 4/11 – Letter from COVAG re traffic lights (Item 13) already covered.
- 8/11 – Email re Tour of Britain. The Clerk will reply that the Parish Council supports the Tour of Britain coming to Cornwall. **Clerk**
- 8/11 – Email re Town and Parish Elections. Cllr Kennedy suggested that Sheviock Parish Council asks how Cornwall Council can justify the huge fixed costs of elections, which reflect a 30% increase from the previous estimates. The Clerk will write to Cornwall Council. **Clerk**

**Item 18. UPDATES FROM OTHER GROUPS: Neighbourhood Development Plan.** There has been good publicity for the Plan and it has been boosted by the decision on second homes at St Ives. An independent examiner for the NDP should soon be

defined. **Rame Peninsular Public Transport Users Group.** Nothing to report. **Open Space Sub Group.** Already covered. **Flower Beds Sub Group.** No report **CALC**– Cllr Kennedy reported the Boundary Commission has questioned the reduction in the number of Cornwall Councillors to between 105/115. CALC is keeping an eye on how the review is progressing. **Coastal Communities Group/HUG.** Cllr Isaac reported that HUG has elected a Chairman, Secretary and committee. Andy Brigden, Cornwall Council Maritime, attended the recent HUG meeting. CCG- at the recent meeting, Cllr Joe Ellison mentioned funding for footpaths and referred to Caroline Hanlon, Luxstowe House. **Footpaths.** Antony Estate has given its approval in principle for the footpath down the left-hand side of Finnygook Lane to Portwrinkle and to extend the footpath to Polscoe. The Estate is still looking at the footpath from Shevioc. **NHS England.** Cllr Bushrod reported that it was the final meeting today. The work is carrying on at Millbrook Surgery and it is hoped to announce the date of reopening before Christmas. The surgery will open for 5 days per week and, as of last week, only 43 people had not registered.

#### **Item 19. FINANCE.**

a) Clerk had circulated the list of cheques and payments for approval.

**b) Cllr Bushrod proposed and Cllr Brooks seconded and all agreed to the payment of the following Parish/ Devolution Account cheques and bank payments, as paid online in accordance with the bank mandate November:**

- Online – L Coles, Clerk’s Parish Hours October- £518.50
- Online – N Bridgman, Dog Warden’s Hours October- £65.04
- Online – HMRC, PAYE for N Bridgman - £14.40
- Online – Dean Leonard, Grass Cutting as per schedule – £168.00
- Online – Grant Thornton, Fee for External Audit 2015/16 - £360.00
- Online – Green Scheme Solutions Ltd, 3<sup>rd</sup> stage payment - £9558.00
- Online – L. Coles, Salt for Grit Bin - £7.92
- Online – NALC, Registration Fee for Quality Award - £60.00
- Online – Cornwall Council, Clerk’s Excel training - £70.00
- Online – ASG Security, Annual Alarm Maintenance - £39.12
- 300377 – Shevioc Memorial Hall, rent for Clerk’s office, November - £62.00
- 300378 – Autocross Euroshel, purchase of Bus Shelter - £4524.00
- 300379 – C Kennedy, Yellow paint for road marking - £21.70
- Online – M Jakes, Cleaner’s wages for October- £149.15
- Online – L Coles, Clerk’s Devolution Hours October - £152.81
- Online – South West Water, Quarterly water bill for toilets - £138.61
- 300152 – Jean Wilkinson, flowers for flowerbeds at Portwrinkle- £152.64
- 300153- Malcolm Biles, items for the Harbour - £61.63

**Income:** Viridor Credits re Play Park £21915.00. Donation for Flowerbeds, Portwrinkle £200.00  
Car Park Revenue, October: £1364.35

c) The Bank Reconciliation for October was received, checked and signed by Cllrs Isaac and McGuinness.

d) The Budget had been circulated to Members and this item was deferred until the December meeting.

e) Already covered under item 14.

f) Already covered under item 14.

#### **Item 19. ITEMS FOR INCLUSION IN FUTURE MEETINGS.**

Budget and Precept

#### **Item 20. DATE OF NEXT MEETING**

The next meeting of the Parish Council will be held on Monday December 12<sup>th</sup> 2016, commencing at 7.00pm.

There being no further business the Chair closed the meeting at 9.27pm.

Signed..... Date.....

Chairman, Shevioc Parish Council

**NB. A copy of these Minutes can be found on the Shevioc Parish Council Website: [www.sheviocparish.org.uk](http://www.sheviocparish.org.uk)**