



Sheviack Parish Council

The Bill Warren Room, Sheviack Memorial Hall, Crafhole, Torpoint, Cornwall, PL11 3DG
Clerk: Mrs Linda Coles Telephone: 01503 232996 Email: sheviackpc@btinternet.com

The Minutes of the Parish Council Meeting held on Monday 9th January 2017 in the Methodist Church Schoolroom, Crafhole, 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 and Cllr G Trubody (Cornwall Council).

There were 2 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 said that the results published on 8/12/17 showed that there had been 23 crimes reported across the Rame Peninsula, 3 of which were committed in Sheviack, 2 burglaries in Cross Park, Crafhole and 1 theft in Whitsand Bay View, Portwrinkle. Of the remaining twenty crimes, the majority were for anti-social behaviour. Cllr Kennedy said that everyone in the Parish was now more aware of the need for security.

Item 5. PUBLIC PARTICIPATION.

Parish Surgery – Cllrs Bushrod and McGuinness had held the surgery at St Mary's Church, Sheviack but no residents had attended.

David Dunn reported that the speed hump by Sydenham House is badly deteriorated. This will be considered under item 12 of the agenda. David said that the concrete hump at the top of Footpath No.5 is directing water into the space by the village pump. Cllr Kennedy said that the solution to this problem would be to extend the hump past the pump to prevent the run-off going into that space. The Clerk will write to the Countryside Access Team (CAT) to ask them to reconsider the drainage. **Clerk** Cllr Kennedy said that the Parish Council had received a reply from the CAT regarding the 'steps' at the top of Footpath No.5 stating that they were not steps but were retaining oak planks to stop compacted material from washing down the path.

Cllr Kennedy said that he had received a letter from Fiona regarding the staging of an Ice BBQ in the Open Space on the 4th February. The Clerk will look at the insurance implications and produce a 'Users Guide' as a matter of priority. **Clerk**

Item 6. RESPONSE TO PUBLIC PARTICIPATION Responded as above.

Cllr Kennedy asked the Members' permission to bring Item 17 (e) of the agenda forward for the convenience of the member of the public who wished to speak to it.

Item 17 (e) TO CONSIDER A PROPOSED DONATION FROM THE FRIENDS OF THE PARK. Karen Baker gave details of the funds raised. The children have raised the amount of £835.42 themselves and with the amount raised at the recent disco the total is £1048.91. The children have chosen a Springer Surfboard as their choice of equipment and Karen will propose at the next meeting of the Friends Group that the total cost of £1216 is donated to the Parish Council to enable it to make the purchase of this piece of kit. The Friends Group will also be donating half of the cost of the picket fencing, £424, as agreed at the last Parish Council meeting. It was **RESOLVED** that the Parish Council will accept the donations from the Friends of Crafhole Park and issue the necessary Purchase Orders for the Springer Surfboard and the Picket Fence. **Proposed by Cllr Medway, seconded by Cllr Bushrod with all in favour. Clerk**

Item 7. PLANNING

- a) **Planning applications received before the Agenda was finalised:** None received.
- b) **Details of Planning Applications received after the Agenda was published: PA17/00059.** Mrs Diane Lester, The Rectory, Shevioc, Torpoint, Cornwall. Notification of proposed works to trees in a Conservation Area – Works to Lime (T1) and Ash (T2). This matter will be decided under delegated authority and is for notification only. For information, a link to the documentation will be put on the Parish Website. **Noted**
- c) **Cornwall Council's Response to Planning Applications:**
 - PA16/09942,** Certificate of Lawfulness existing use, residential dwelling at Sconner Wood A374 between Milladon lane and access to Trewin House, Polbathic PL11 3ET. **Granted** – PC supported
 - PA16/10208,** Single storey porch extension to the side and two/single storey extension to rear at 7 Dawney Terrace, Crafhole PL11 3BN. **Approved** – PC supported
 - PA16/08354,** Retrospective garden landscaping to improve the amenity of the garden at Sconner House, A374 between Milladon lane and access to Trewin House, Polbathic PL11 3ET. **Approved** – PC supported
- d) **Other Planning Matters.** Town and Country Planning (Appeals) (Written Representations Procedure) (England) Regulations 2009. DCLG Ref: App/D0840/W/16/3160048, reference **PA16/03592** Retrospective planning at the Jolly Roger Café, Finnygook Lane, Portwrinkle, Torpoint, Cornwall. It was noted that this application has been referred for appeal but the Parish Council had no further comments to submit.

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 12th December 2016.** Subject to the change of wording from... *'all the Members'*.. to ... *'The Parish Council'* ..on page 31, Item 13, it was **RESOLVED** to approve and sign the minutes as a true record of that meeting. **Cllr Medway proposed, Cllr Snowling 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).

Minutes –

- Page 30, Item 5. The Clerk reported that she could find no legislation regarding smoking in the Open Space. Cllr Isaac said that the Parish Council should wait and see if it receives further reports about smoking, and its nature, in the Open Space, and then seek appropriate advice.
- Page 30, Item 9. Matt Barber has installed the inner fence at the Open Space. It was **RESOLVED** that, **subject to a maximum amount of £360**, the Clerk can pay the invoice as soon as it is received. **Proposed by Cllr Snowling, seconded by Cllr Brooks and all were in favour. Clerk**
- Page 30, Item 9, the Reservoir is being auctioned for a third time and, if not sold, SWW will contact the Parish Council after the auction. This item is to be added to the Action Tracker. **Clerk**

Item 10. PUBLIC ACCESS DEFIBRILLATORS. Cllr Kennedy said that a date for a Public Meeting to discuss the way forward will be set at the next Parish Council meeting. The Clerk will ensure that the information regarding any relevant planning permissions and power sources is available for the Parish Council meeting. **Clerk**

Item 11. QUALITY STATUS

Cllr Kennedy reported that SheviocK Parish Council has been successful in its Local Council Award Scheme application and has achieved Quality Status.

Item 12. HIGHWAY MATTERS.

Cllr Bushrod reported that the hedges at the top of Donkey Lane have been cut back but all the debris and soil from the bank is in the road. This needs cleaning again because it has made the surface very slippery and dangerous. The Clerk will contact CORY and ask for the road to be cleaned. **Clerk** The Clerk will also contact CORMAC and ask if they can chase up the cutting of the rest of the hedges. **Clerk** Cllr Kennedy said that images of Donkey lane have been submitted to CORMAC. The Clerk has sent a copy of the Risk Assessment for the Open Space, which highlights the need for the decals in the road at SheviocK Lane to be repainted, to CORMAC and will chase up a reply. **Clerk** Cllr McGuinness will take the photos of the roads in Tredis once the surface water has cleared. The Clerk will then submit these to CORMAC as further evidence of the deterioration of the roads.

Cllr Kennedy reported that he has chased Matt Phillips regarding the Traffic Light Trial in Crafhole, who is awaiting a cost from CORMAC before he can take this forward. Cllr Kennedy asked Cllr Trubody to chase Paul Allen again. The Clerk will report the deterioration to the speed hump by Sydenham House, Crafhole to CORMAC. **Clerk**

Item 13. TRAFFIC PARKING ENFORCEMENT ACROSS THE RAME PENINSULA.

Cllr Kennedy reminded Council that the account for the 2015/16 SLA had been received and that it confirmed a small profit. Cllr Kennedy is meeting with Enforcement on Friday and will report back on what plan will be put forward for 2016/17. All 5 councils involved are required to agree to the plan before it can be adopted. **Cllr Kennedy**

Item 14. CAR PARK PORTWRINKLE. Cllr Medway said that the replacement ticket machine will be installed this Wednesday, 11th January. Parkeon will then attend and update the software and hopefully the machine will be fully operational within the next 2 weeks. The Clerk will report to the Insurers and chase up the Parish Council's claim. **Clerk**

Item 15 CORRESPONDENCE. To report Council's response to the following:

- a) 16/12 – Email from CALC confirming that there will be no extension of the referendum requirements to Town and Parish Councils for 2017/18. **Noted**
- b) 20/12 – Letter from Cornwall Council re Appeal against planning decision PA16/03592. **Already covered**
- c) 20/12 – Email invitation to a CCTV Briefing evening at Liskeard from Cornwall Council. Cllr Isaac will attend and report back. **Cllr Isaac**
- d) 20/12 – Email from Cornwall Council confirming receipt and acceptance of Precept proposals. **Noted**
- e) 03/01 – Communities and Devolution Bulletin, Community Infrastructure Levy Consultation. The Clerk will reply that the Parish Council supports this document. **Clerk**

Item 16. UPDATES FROM OTHER GROUPS: Neighbourhood Development Plan. The NDP is still with the Independent Examiner, Deborah McCann, and her report is awaited. **Rame Peninsular Public Transport Users Group.** Nothing to report. **Open Space Sub Group.** A retention of the Viridor money was held back for any snagging. Cllr Kennedy will contact Green Scheme re installing the new kit, the fencing, and will arrange to pay the retention monies. There was some discussion regarding the proposed Public Space Order, which can only be made by a Principal Authority, and whether it will supersede the SheviocK Parish Council Dog Control Order. Cllr Trubody is hoping for a response this week. **Flower Beds Sub Group.** No report **CALC**– Cllr Kennedy attended a Governance meeting last week with presentations from senior officers, which will be sent as a report to Cornwall Council and addressed the question of numbers of Cornwall Councillors. The bigger issue is going to be the Community Networks. **Coastal Communities Group/HUG.** Cllr Isaac reported that the next CCG meeting will be on the 11th January. **HUG** – Cllr Isaac asked about any moorings that have not been paid for and the policy for dealing with it. The Clerk will look at this. **(Clerk) Footpaths.** Cllr Kennedy has contacted Leader who are checking if the funding is appropriate for the extension down Polscoe Hill. **Planning Partnership.** The Clerk reported that she had attended a meeting before Christmas which primarily introduced the new members of the group and set out the work plan for the next year. **NHS England.** Cllr Bushrod reported that Millbrook Surgery will reopen on the 31st January.

Item 17. FINANCE.

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

b) Cllr Bushrod proposed and Cllr Isaac 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 January:

- Online – L Coles, Clerk’s Parish Hours December
- Online – N Bridgman, Dog Warden’s Hours December
- Online – HMRC, PAYE for N Bridgman
- Online – L. Coles, Parish Expenses - £47.25
- Online – L Coles, WordPress subscription for the Website - £85.00
- 300381 – Sheviock Memorial Hall, rent for Clerk’s office, January - £62.00
- Online – Savills (UK) Ltd., rent for Play Area at Crafhole 25/03/15 – 24/03/17 - £153.58
- Online – British Telecom, Parish Office telephone and internet – £252.39
- Online – M Jakes, Cleaner’s wages for December
- Online – L Coles, Clerk’s Devolution Hours December
- Online – M T Mills Ltd, installation of new car park ticket machine -£676.80

Income: Viridor Credits £7965.01.

Car Park Revenue, December: £1098.00

c) The Bank Reconciliation for December was received, checked and signed by **Cllrs Bushrod and Brooks.**

d) Cllr Kennedy circulated details of the Tender for Grass Cutting. It was **RESOLVED** that the Tender is published and will be awarded at the Parish Council meeting in March. **Proposed by Cllr Snowling, seconded by Cllr Bushrod, with all in favour.**

Item 18. ITEMS FOR INCLUSION IN FUTURE MEETING There were no items.

Item 20. DATE OF NEXT MEETING

The next meeting of the Parish Council will be held on Monday February 13th 2017, commencing at 7.00pm.

There being no further business the Chair closed the meeting at 8.41pm.

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

Chairman, Sheviock Parish Council

NB. A copy of these Minutes can be found on the Sheviock Parish Council Website: www.sheviockparish.org.uk