



## *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 9<sup>th</sup> of March 2020 in the Schoolroom, Craffhole Methodist Chapel, Craffhole, commencing at 7:02pm.**

**Present: Councillors:** Chair Cllr Steve Medway. Cllrs: L Jenkins. D. Lester, W. Evans. Parish Clerk Mrs N. Gray. There were 3 members of the Public present.

- 1. APOLOGIES:** Cllr W. Evans, Cllr T Pine
- 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.**
  - The Chair had been asked if the Beacon is a parish asset, **Clerk** to verify on asset list, as beacon needs repair.
  - Leak from SWW Manhole cover Portwrinkle: The Clerk will request an action plan/new cover as this has previously been reported and site visits made.
  - Portwrinkle notice board - this is not in situ (although reported as such in the Parish Newsletter). The Clerk responded that the locks were faulty. It is under guarantee and new parts or board requested. Awaiting receipt, once received will erect and supply keys to shop, Memorial hall, Clerk's office, Chair and churches.
- 6. PLANNING.**
  - a) To receive notice and **RESOLVE** Council's response to new planning applications received before the agenda finalised: None
  - b) To receive details of planning applications received after the agenda published: **PA20/01237** Proposal Variation of condition 2 of planning application PA19/01913 dated 17th April 2019 Construction of two storey extension above existing car port Location 5 Guillemot Finnygook Lane Portwrinkle PL11 3BP Applicant Mr Earle. After discussion, Cllr Medway proposed, Cllr Lester seconded, with all in favour to support the application.
  - c) To receive planning decisions from Cornwall Council. Some applications below are still pending decision at time of writing: **PA19/10103** | Renovation and extension at first floor level of premises damaged by fire with variation of conditions 2 and 3 of decision PA18/02890 dated 24th August 2018 | Finnygook Inn Craffhole Torpoint Cornwall PL11 3BQ. Approved with conditions please see Cornwall Planning simple search: <https://www.cornwall.gov.uk/environment-and-planning/planning/online-planning-register/>. **PA19/08051:** Listed Building consent for repairs to roof, replacing like for like, and replace existing windows as near as like for like as possible, Trewin House Old Coach House SheviocK PL11 3EW.PENDING
  - d) Other planning matters for discussion. None
- 7. MINUTES or NOTES FROM THE FOLLOWING MEETINGS TO BE APPROVED AND SIGNED**
  - a) Minutes of the Parish Council meeting held on February the 10<sup>th</sup> 2020. Cllr Medway proposed; Cllr Lester seconded with all in favour, to approve the minutes as a true record of the meeting held.
- 8. TO REPORT MATTERS ARISING FROM THE ABOVE PARISH COUNCIL MEETING MINUTES, not covered on the agenda.**  
**Memorial Plaques for new footpath.** The wording was approved. **Clerk** to order.
- 9. HIGHWAY MATTERS.**
  - a) **Visibility at Tredis Turn off from B3247, Polscoe hill.** Following the site meeting with Highways and Antony Estate, it was agreed that work to improve visibility would take place in September, once the land had dried out, after bird nesting season and summer embargo on road restrictions/works lifted.
  - b) **Tredis Flooding of property.** Following a site meeting, works to improve drainage have been added by Highways to their work list, subject to priority.
  - c) **Overgrown footpath A374 SheviocK.** SheviocK to respond to Highways, requesting that reasonable adjustments be made for disabled users as currently unsafe.
  - d) **Improvements to Antony Road Junction/traffic through Craffhole, update and plan of action if necessary.** It was agreed that the **Clerk** will write to Antony Parish (copying in all Rame parishes, Cllr Trubody, Highways and Covag) in support of the junction improvements/funding. Quoting the Junction 4 option plans, as described, voted for and ratified in the Rame NDP -by parishioners both in Antony and on the Rame. Link for the proposed plans, to change the junction at Antony and create a one way circulatory system for HGVs over 7.5 tonnes, can be found within the Rame Peninsula Traffic Management Phase II Feasibility study, link as follows:  
<https://ramepeninsulaneighbourhoodplan.com/draft-plan/highway-infrastructure-evidence/1992-2/>

- e) **Cornwall Gateway Community Network Panel:** It was agreed to submit expressions of interest ( for the final year of the highways scheme funding) for permanent speed camera in Shevioc on the A374 and small extension to the Virtual pavement in Crafhole, to continue around the bend. **Clerk** to submit by May 1st.
- 10. PARISH EMERGENCY PLAN.** **Clerk** to update electronic version following items raised at Emergency Plan co-ordinators/volunteers meeting, held just prior to this meeting. **Clerk** to update email contact list then issue updated electronic version. **Clerk** to issue hard copies and request email to those that could not attend.
- 11. FOOTPATHS:**
- a) **Permissive footpath project Finnygook Lane.** Handrails have been installed. **Clerk.** Wording for the plaques in remembrance of Mr David Dunn and Mr Chris Kennedy was approved, **Clerk** to obtain quotes for plaques. Wording for the signage has been approved by Antony Estate. **Clerk** to order signs as quoted for and request that Antony estate fabricate the chestnut surrounds. Wording has been approved for the contract. **Clerk** to contact Mr William Trinick, the new Antony Estate Manager for date to sign off the contract and open footpath
- b) **Footpath 12 to Finnygook beach.** Awaiting funding/date for drainage ditches and work on lower east section of cliff to be netted back.
- c) **Footpath 13 circular.** Contractor, Tom Cox, will install steps to the three sections *work commencing approx. 17<sup>th</sup> March.*
- d) It was resolved to schedule the first cut of the season, with the new contractor. See item 21.
- 12. PARISH EMERGENCY ENVIRONMENT AND CLIMATE CHANGE PLAN.** The following updates and requests were raised from the climate change committee and responses given.
- Recycling point for crisp packets and other items at the Memorial Hall. Cllr Brooks has set up a scheme collecting crisp packets and bread bags, old dead plastic pens, toothpaste tubes and Ella food pouches to Recycle through outside schemes via the preschool, Box can be found at the Memorial hall.
  - laminated posters have now been produced, requesting vehicles to switch off their engine's whilst waiting to reduce CO2/pollutant emissions. Maintenance to erect the posters.
  - EV charging points. The Memorial hall committee are very interested and will put environmental issues on their agenda each month. The committee have agreed to keep them updated and let them know the results of any further research. Portwrinkle car park does not have direct electricity or mobile phone signal, therefore installation and ability to use the app required could prove both costly and ineffective at this point. It was mentioned that the Finnygook is a private enterprise therefore it would not be eligible for a plug N Go grant.
  - Land to plant a few small dwarf trees in Open Space. It was agreed that the **Clerk** will contact the New Antony Estate Manager regarding possible permission. Also to ask if there was land elsewhere available to plant trees.
  - The Parish Council will see if a Counsellor can attend/head up future committee meetings/be point of contact.
  - Clerk to issue list of which organisations she approached already about filling water bottles and their response. **Clerk**
  - A report was given following their attendance to the Liskeard cluster climate change workshop, Saturday 29 February.
  - Surfers against Sewage have organised a small group of volunteers for a beach clean in Portwrinkle on 25th March 2020
- 13. PLAY PARK AND OPEN SPACE:** It was resolved to schedule a volunteer working party day to lift the safer surface matting. **Cllr Jenkins and Clerk** to meet on Friday 13<sup>th</sup> to initiate plan of action/discuss finances for Second phase of Open space area.
- 14. VE DAY CELEBRATIONS.** No items planned, as yet, by the Memorial hall committee. The Chair to make a nationally advised toast at 3pm -venue to be confirmed at April meeting.
- 15. CODE OF CONDUCT** Cllr Medway proposed, Cllr Lester seconded with all in favour, to add to Standing Orders, the requirement for all Shevioc Parish Councillors to complete a Code of Conduct training course, at their earliest opportunity upon joining the Parish Council and able to do so. Cllr Jenkins and Cllr Pine will be attending the training on March 16<sup>th</sup>.
- 16. PORTWRINKLE CAR PARK ENFORCEMENT SLA.** Clerk has requested figures for similar contract from Cornwall Council and copied in Rame Parishes. Awaiting revised costings and end of year credit.
- 17. ANNUAL PARISH MEETING.** Scheduled for Easter Monday at 7pm. Clerk to contact local groups. (subject to change).
- 18. UPDATES FROM OTHER GROUPS –Flower Beds Subgroup: Cllr Evans** not at meeting, grass scheduled to have first cut of season. **Coastal Communities Group (Jenkins)** nothing to report, **Play Park and Open Space:** Fence panel has been fixed and play-ship plug drained. see agenda item 13 **Footpaths** -see agenda item 12. **Tree Warden (Cllr Lester)** nothing to report, **Defibrillators.** Defib unit has been installed at the Finnygook, **Clerk** to provide Cllr Evans with monitoring instructions. Basic instruction info stickers now received and will be stuck to all defib units. Defib sign to be installed at Finnygook **Clerk/Maintenance.** **Clerk** to arrange a meeting with South West Ambulance to set up a link. **Cornwall Gateway Community Network.** Cllr Lester gave a summary of the last meeting. The temporary mobile speed camera (for Shevioc A374) request has been received and logged. **RPPTUG.** It was agreed to email Mr Cadwallader regarding the funding bid for the new bus stop, at The Cross in Crafhole and the digital real time displays at feasible shelters/stops, to keep the requests for funding within minutes of the RPPTUG. **Torpoint Library (Cllr Brooks).** No meeting since previous report.
- 19. CORRESPONDENCE RECEIVED,** not covered in the agenda.

- a) Community Governance Review - Presentation by Cllr Malcolm Brown at the CALC AGM Email 27th Feb: Community governance review - Public consultation Closes March 24<sup>th</sup>. This was noted, as requested there is No change to Sheviock Parish.
- b) Surfers against Sewage have organised a small group of volunteers for a beach clean in Portwrinkle on 25th March 2020. This is not a public event. They have carried out a risk assessment. This is separate from the Parish Council.

**20. FINANCE**

- a) Cllr Medway proposed, Cllr Lester seconded; with all in favour to approve the outgoing payments for March, at listed below.
- b) The online bank reconciliation and statements were verified and signed by Cllrs Brooks and Lester.

**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 £4.50  
 G Dyer. Dog Enforcement wage Sheviock & Maker Rame  
 G Dyer travel expenses to reclaim from Maker Rame in Feb. £19.80  
 Edf. Tredis defib box Feb  
 Cornish Times. Advert for Grass cutting contract vat£14.80 net £74.00 gross £88.80  
 Sheviock Parish Newsletter. Advert for Grass cutting contract £11.  
 Steven Lester Maintenance, mileage £1.80  
 Tom Cox grass contractor £105.00  
 C.A.F electrical, parts and labour. installation of parish defib unit outside the Finnygook. £320.00

**DIRECT DEBITS TAKEN TO REPORT**

Lloyds bank Clerk's credit card £15.50 of which: £3 credit card, set monthly fee. Torpoint hardware, items for cleaners as Lone workers, lanyards and personal alarms. Clerk has refunded £12.50 to parish account which will appear/be reported in next month's statements. Clerk had inadvertently claimed in February's expenses but forgot had paid by clerk's credit card, not own, when submitted receipt.

**INCOMING** None

**DEVOLUTION OUTGOING PAYMENTS**

Nancy Gray Clerk's wage share for Devo  
 Nancy Gray clerk's expenses £0.00  
 Julia Bradley expenses gen cleaning/maintenance items £11.43  
 Julia Bradley Cleaning wage  
 Steven Lester maintenance wage  
 Frances Jackson cleaning wage

**Direct Debits to report:** None

**INCOMING** None

- 21.** Pursuant to the Public Bodies (Admission to Meetings) Act 1960, the press and public were excluded from the meeting and Council moved into Closed Session. **Item 21. CLOSED SESSION.** a) After evaluation of the Sheviock Grass and Footpath cutting 2020-2021 tenders received, it was RESOLVED to award the Tender to Dean Leonard, proposed by Cllr Medway, seconded by Cllr Jenkins with all in favour. The Clerk will write and inform all. **Clerk**

- 22. ITEMS FOR INCLUSION IN NEXT MEETING:** VE Day celebrations; Parking enforcement for Portwrinkle carpark Service Level Agreement (SLA).

- 23. DATE OF NEXT MEETING.** April 13th, 2020 following the Annual parish meeting, which is scheduled for 7pm (TBC- **subject to change**).

- 24. ANY OTHER BUSINESS.** It was noted that the annual parish Spring Clean be scheduled for Saturday March 25<sup>th</sup>. **Clerk** to place posters.

The Chair closed the meeting at 20:46 pm

**Nancy Gray, Parish Clerk**

**Clerk's Office, Sheviock Memorial Hall, Craffhole, PL11 3DG Telephone: 01503 232996 Email: [sheviockpc@btinternet.com](mailto:sheviockpc@btinternet.com)**