



Sheviocq Parish Council

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

The Minutes of the virtual Zoom meeting of Sheviocq Parish Council held on Monday the 9th of November 2020 at 7:00pm.

Present virtually: Councillors: Chair Cllr Steve Medway. Vice Chair Cllr P Brooks. Cllr L Jenkins. Cllr D Lester. Cllr W Evans. Cllr Ian Court. Parish Clerk Mrs N. Gray. Cornwall Councillor George Trubody joined for the first 15 minutes only due to time constraints. There were no members of the Public present.

- 1. CASUAL VACANCIES.** Newly co-opted Councillor Mr Ian Court signed the declaration of office.
- 2. APOLOGIES.** None
- 3. DECLARATIONS OF INTERESTS. 1 AGENDA ITEMS,** None, **2 GIFTS** (All gifts and hospitality received that could be seen by the public as likely to influence a Councillor’s judgement). None
- 4. CONSIDERATION OF WRITTEN REQUESTS FOR DISPENSATIONS. None**
- 5. PUBLIC PARTICIPATION Plus Item 6 RESPONSE TO PUBLIC PARTICIPATION** (to include forum postings, correspondence unless covered under agenda item and police reports).
 Cllr Councillor G Trubody gave a brief update on the following as had to leave the meeting:
 - The lack of funds within the Future Cornwall Council budget, circa £58,000,000 worth of cuts have already been made over the last 4 years and circa £350,000,000 over the next 10 years still need to be found. It was agreed by all to issue a response to Cornwall Council re: the proposed budget, to support the need for extra funding for Cornwall.
 - Cllr Trubody discussed Cornwall Council’s concerns regarding agenda item 13d: proposed Government changes to the Planning system, these concerns are also shared by the Parish Council. See agenda item 13d for response following discussion.
 - Antony Road junction improvements: Plans have been sent to the independent Road Safety Audit to check for viability/safety measures/recommendations. Once received this should hopefully go to public consultation, possibly later this year.
 Cllr Trubody left the meeting.
 - PROW Finnygook Inn. A member of the public had enquired about the progress of the listing of the Public Right of Way onto the definitive map and fears for the safeguarding of public access for future generations, plus the current restrictions regarding entry via the front door only. In response, it was noted that it is essential for the community to safeguard this PROW and the Parish Council had previously agreed to appeal to the secretary of state in November– due to the fact that it had been registered 10 years prior onto Cornwall Council’s list for “consideration to add to the definitive map” but not progressing. However, it was also agreed that the Finnygook Inn is also of great importance to the community/Parish. It could prove detrimental to the success of this business and the safety of the parishioners during the pandemic crisis, if the entry via front door restrictions were not adhered to, and space available for outside tables. It was agreed to postpone the appeal until COVID-19 restrictions are lifted.
 - Community Noticeboard Portwrinkle. A member of the public had raised concerns regarding the lock and availability of keys. It was agreed that it can remain unlocked for easy access.

7. PLANNING.

PA20/08509 Proposal Certificate of lawfulness for change of use of a former agricultural building to a single dwelling-house. The Barn Lower Tredis Wood Polbathic PL11 3ER. Applicant Mr and Mrs Goss. Cllr Evans proposed, Cllr Court seconded with all in favour to support this application on the condition the Primary residence policy for new dwellings was upheld in reference to Policy 1 of the Rame NDP.

PA20/02135/PREAPP WHITSAND BAY HOTEL Pre application advice proposed works and alterations. Cllr Medway proposed, Cllr Evans seconded with all in favour to make no comment.

- a) To receive details of planning applications received after the agenda published. None
- b) To receive planning decisions from Cornwall Council. Some applications below are still pending decision at time of writing:

PA20/04910 Demolition of existing bungalow and construction of new dwelling. Location Tresorn Craffhole Torpoint Cornwall. Applicant Mr Stephens. Approved with conditions

8. HIGHWAY MATTERS TO REPORT.

- a. **Finnygook lane Portwrinkle. To receive Cornwall Council/highway's response.** Rescheduling site meeting with Highways due to current restrictions. **Clerk**
- b. **Yellow lines on resident's property, Portwrinkle.** Response from Cornwall Council. This has been acknowledged by highways and they are looking to assess/rectify.
- c. **Road diversions following incidents/accidents/roadworks:** It was agreed that the clerk should research costings for possible LED signage to direct traffic following traffic incidents/roadworks and seek advice their operation. It was noted that this system is featured in the Rame development plan to provide a directional signage system funded by possible CIL levy funding in the future. Highways have confirmed that only the first step of improvements to Antony road junction has funding, but not enough for the signage system. **Clerk**
- d. **Other items – Georges Lane, Sheviock.** Blocked drainage pipe under road/drainage ditch dredging. This has still not been rectified – **Clerk** to recontact Antony estate.
- e. Other matters: on action tracker.

9. PORTWRINKLE CAR PARK ENFORCEMENT SLA 2020-2021 /Millbrook Parish Council wish to continue/have budget for, Maker Rame Parish Council resolving at next meeting. It was agreed to maintain the same level of enforcement/yellow line enforcement patrols within the parish. Chair requested Clerk to arrange virtual meeting with Millbrook/Maker Rame. **Clerk/Chair**

10. FOOTPATHS:

- a) **Finnygook lane permissive footpath project.** Awaiting Antony Estate to sign off 40- year permissive contract so that we can schedule erection of signs/memorial plaques and official opening. Approx. 400 bulbs have now been planted by Cllrs Medway and Evans. Cllrs Medway and Evans have made repairs to steps that had been eroding due to weathering. No quotes for specific wood surrounds for signage had been received. It was therefore agreed that Cllr Evans could now quote, whilst waiting for other quotes to be submitted, as despite efforts to obtain it was now delaying the project.

11. PARISH EMERGENCY ENVIRONMENT AND CLIMATE CHANGE PLAN.

- a) No committee members joined meeting. Maintain as a Standing item.

12. PLAY PARK AND OPEN SPACE –

- a. **Open Space -gym equipment/project. Cllr Jenkins** reported that she was in contact Fresh Air Fitness for further information, regarding the 6- piece gym equipment promotion and service to help to secure funding. She will be making enquiries with Awards For All

13. CORRESPONDENCE RECEIVED,

- a) **Resident of Portwrinkle: Request to consider resident's summer parking permits, Portwrinkle.** After discussion it was agreed that unfortunately the Parish council would be unable to offer permits/ change from the previous decision. **Clerk** to write to resident giving full explanation.
- b) **Cornwall Council's proposed waste management and cleansing contract – for Devolved car park site,** Clerk to contact CC reminding them that the bins were not in the original devolution agreement and more recently Cornwall Council placed additional on site to combat littering from the beach as they no longer funded the summer wheelie bin(now funded by the PC) -due to fly tipping.
- c) **PLANNING FOR THE FUTURE - GOVERNMENT CONSULTATION ON CHANGES TO THE PLANNING SYSTEM. Email from Cornwall Planning Partnership.** After discussion it was agreed that the Clerk write to Sherryl Murray (CC Cornwall Council) to express grave concerns especially regarding loss of consultation/time to consult at local level, Affordable housing limits and the lack of confirmation regarding the guaranteed safeguarding of neighbourhood development plans.

14. FINANCE

- a) To discuss the precept/budget for 2021-22 prior to resolving the precept in December meeting. The Clerk circulated a preliminary draft budget for discussion which would not increase the parish precept. This will be resolved at the December meeting.
- b) The external auditors report has been received and published. The External Auditors approved the accounting statement/AGAR/supporting documents and Governance statement. All is available to view on the Parish Website.
- c) Receive details of cheques and payments to be approved. Cllr Medway proposed, Cllr Evans seconded with all in favour to approve the finances as reported below.

Parish Precept account

Sheviock Memorial Hall Rent Clerk's office	£62.85
Nancy Gray Clerk's Parish Wage, plus overtime	
Nancy Gray Clerk's parish expenses, mileage.	£4.50
G Dyer 4 hours maker/Rame plus 4 hours Sheviock.	
G Dyer travel expenses to reclaim from Maker Rame .	£19.80
Edf Tredis defib box. Vat £0.45. Net £9.00 Total £9.45	
Dean Leonard Invoice 122 Footpath cuts Sep/Oct	
Dean Leonard Parish Amenity grass cur inv. 119	
Dean Leonard Cornwall Council amenity areas grass cut inv. 121	
S Lester parish wage 4 hours	

S Lester expenses: travel 2 miles =90p; silicone for telephone kiosk window £3.80. Total £4.70
PKF Little John External Auditor's fee. Invoice SB20202145. Vat £40.00, Net £200.00 Gross £240.00
Pyres. Parts for external defibrillator cabinets for Tredis and the Memorial Hall. Transfer of money
overseas form/Unity bank 242 Euros
ASG security. Panic alarm service/maintenance contract Clerk's office. Invoice 34957. Vat £7.02
Net £35.11 Total £42.13

DIRECT DEBITS TAKEN TO REPORT

Lloyds Bank. Clerk's credit card, see breakdown below: £58.47

breakdown of credit card below Clerk's credit card, £3 credit card monthly fee.

Torpoint Hardware. Cleaning roll for cleaner - to be reimbursed by memorial Hall. Vat£1.17 Net£5.83
£7.00

Torpoint Hardware Torpoint Hardware. 2 x cleaning roll for cleaner (Portwrinkle toilets) to be
reimbursed by devo account. £2.33 £1.67 £14.00

Amazon. Cleaning overalls x 3 (uniform) to reclaim from Devolution budget. No vat £34.47

INCOMING £0.00

Devolution Account

Nancy Gray Clerk's usual wage share for Devo.

Nancy Gray Travel Expenses £0.00

S Lester £0.00

S Lester £0.00

Cornwall Council. Annual Non-domestic rates. Public toilets. £935.63

Julia Bradley, Cleaning wage

Julia Bradley expenses £25.38

Frances Jackson. Cleaning wage

Dean Leonard Adhoc grass and bramble cutting Inv 120

Internal Transfer to Parish Account to reimburse for cleaning staff overalls and items bought on parish

Credit Card - see parish payments credit card breakdown for Nov meeting. Total £48.47

SWW. Water/sewerage Portwrinkle toilets 1st Aug-14th Oct. ref 2986797901 £192.55

DIRECT DEBITS TO REPORT

INCOMING TO REPORT

INCOMING to report

Car park revenue £1,424.15

Car park revenue £1,273.20

Car park revenue £1,572.66

Resident winter parking permits x 8 £40.00

15. MINUTES or NOTES FROM THE FOLLOWING MEETINGS TO BE APPROVED AND SIGNED

Cllr Medway proposed, Cllr Jenkins seconded with all in favour. to approve the Minutes of the virtual
Parish Council meeting held on Monday October 12th, 2020

16. TO REPORT MATTERS ARISING FROM THE ABOVE PARISH COUNCIL MEETING MINUTES, which are not covered by an agenda item or in the Action Tracker. All items listed/progress tracked on Action Tracker.

17. UPDATES FROM OTHER GROUPS –Flower Beds Subgroup (Cllr Evans) Nothing to report. Coastal Communities Group (Cllr Jenkins)nothing to report. Play Park and Open Space (Cllr Brooks/Jenkins) Clerk to replace some of the laminated COVID-19 safety signage - although all covered on the notice board. Clerk. Footpaths -Cllr Evans. See item 10. Footpath 4, golf course/Antony estate agreed to cut back overhanging branches. Tree Warden (Cllr Lester), Nothing to report. Defibrillators Cllr Lester: Maintenance is placing roof over external unit /Pump station Portwrinkle. Parts have just arrived from Manufacturers for Tredis and Sheviock Memorial Hall external defib cabinets. Clerk to arrange electrician to install. (Cllr Lester/Clerk), Gateway Community Network, next meeting December 9th. RPPTUG: see Parish website for revised bus timetable. Torpoint Library: Click and collect service available.

18. All ITEMS FOR INCLUSION IN FUTURE MEETINGS. Staff appraisals. Resolve budget/precept for later approval in December.

19. DATE OF NEXT Parish Council Meeting. December 14th

The chair closed the meeting at 8:08 pm

A copy of these minutes can be viewed on the Parish website at www.sheviockparish.org.uk

Nancy Gray, Parish Clerk

Clerk's Office, Sheviock Memorial Hall, Craffhole, PL11 3DG

Telephone: 01503 232996 Email: sheviockpc@btinternet.com