



SheviocK Parish Council

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

The Minutes of the meeting of SheviocK Parish Council held on Monday the 14th of November 2022 at 7:00pm in the Kennedy Room, SheviocK Memorial Hall, Crafhole. Present: Councillors: Chair Cllr S Medway, Cllr W Evans, Cllr P Stone, Cllr P Brooks, Cllr I Court, Cllr L Jenkins. Cllr D Lester. Parish Clerk Mrs N. Gray. Cornwall Councillor K. Ewert. There were no members of the public present.

1. **APOLOGIES.** None.
2. **DECLARATIONS OF INTERESTS. AGENDA ITEMS:** none. **GIFTS** (*All gifts and hospitality received that could be seen by the public as likely to influence a Councillor's judgement*). None.
3. **CONSIDERATION OF WRITTEN REQUESTS FOR DISPENSATIONS.** None
4. **PUBLIC PARTICIPATION *Plus* Item 5 RESPONSE TO PUBLIC PARTICIPATION** to include forum postings, correspondence/emails unless covered under agenda item and police reports.
 - Cornwall Cllr K Ewert monthly report for Oct 2022, see parish website link: <https://sheviocKpc.files.wordpress.com/2022/11/kate-ewert-october-update-1.pdf>
 Cllr Ewert Added that:
 - Following a petition from over 5000 residents, Cornwall Council has passed a motion to discuss at full Council: A referendum for Mayor for Cornwall.
 - Warm hubs have been set up in Torpoint and Millbrook. It was noted that there was a questionnaire in the community shop asking residents if there was a need for one in the Parish , to be potentially based at the Methodist Chapel school room.
 - Cornwall Cllr Ewert is hoping to arrange a site visit with the new Portfolio holder, to discuss the Traffic issues through Crafhole. See item:7A
 - Cornwall Cllr Ewert agreed to chase up progress re: road name sign for Dawney Terrace/Burns View.
 - Following concerns raised by Cllr I Court. **Cornwall Cllr Ewert** agreed to check with the Looe valley Trail, regarding their website statement "consultation over," which she believes is for a separate section other than Crafhole.
 - With sadness, it was noted that, Mr Neil Bridgeman, a past employee had passed away. He had been employed as the first ever Dog warden for SheviocK Parish. The Parish Council wanted to pass on its deepest sympathy to the family. It was noted the his wake was to be held at Plymouth Argyle (Thursday, prior to these minutes being published).
6. **PLANNING.**
 - a) **PA22/09727** Proposal: Works to trees in a conservation area, works include: T1 (Oak), crown lift by 1.5m over house; T2 (multi-stemmed Sycamore), reduce regrowth on Sycamore, in boundary hedge to side of patio, to fence height; T3 (Conifer A), fell; and T4 (Conifer B), remove two stems overhanging apple tree. Location: Polwynned SheviocK Torpoint Cornwall PL11 3EH. Applicant: Mr Graham Robinson. Cllr Lester Proposed with all in favour to support this application.
 - b) To receive details of planning applications received after the agenda published.
PA22/09973 Proposal Works to trees within a conservation area: T1- Cherry- reduce crown by 2 metres to a height of 4 metres. G1- Conifer hedge- reduce height by 2

metres to a height of 4 metres. Location Orchard Cottage Georges Lane Sheviok Torpoint Cornwall Applicant Mr Court. To note.

- c) To receive planning decisions from Cornwall Council
PA22/08164 Installation of first floor external balcony. 30 Whitsand Bay View Portwrinkle Cornwall PL11 3DB. Applicant Mr Karl Hancock. Approved with conditions
PA22/07583. 11 Whitsand Bay View Portwrinkle Cornwall PL11 3DB. Single-storey side extension and loft conversion. Ms J Develin awaiting decision.

7. HIGHWAYS MATTERS TO REPORT

- a. **Traffic Through Craffhole**, The Clerk had received a brief update from the Project Manager at Cormac stating: "The costs of the scheme in Craffhole are currently being reviewed to establish if any of the work needs to be prioritised." See Public Participation item 4, bullet point 4. To remain a standing item on the agenda.
- b. **Rame Cluster meeting 17th October 6pm.**
- **The Rame NDP** lasts until 2030. Sheviok Parish Council are happy with it, if any minor amendments were to be made in the interim, then Cllr Medway expressed on behalf of the Parish Council that funding would have to come from the parish who wished to make amendments.
 - Cornwall Council are looking to tie in **Parish Emergency Plans**, with their own.
 - Artificial Pitch for Torpoint and Rame Peninsula. See agenda item 11c
- c. **Any items to report.**
Clerk to:
- request Antony Estate to cut back hedging (level with the wall) on bend at bottom of Polscoe Hill, to improve line of vision; and to update Estate Manager regarding discussions/agreements made with previous Manager prior to Covid Pandemic.
 - Sinking road on West Lane to Highways for investigation. Also missing tarmac creating a ditch, to the front of Cross House Craffhole.
 - Obscured (by vegetation) 30mph speed sign, on Westbound carriage way at eastern approach gateway to Sheviok on the A374.
 - Footway obstructed alongside A374 between Sheviok Lane and Horsepool Lane.

8. FOOTPATHS:

- a) **Footpaths 1 and 12: Updates on works pending.** None, due to Cornwall Council budget priorities.
- b) **Footpath 5** -Countryside Access Team Officer to inspect the wooden bridge.
Fennygook Walk. Contractor to replace bottom steps Dec 5th, delayed due to weather. **Clerk** to circulate quotes for handrails (to be received imminently).
- c) **WCA 561 Definitive map application. Fennygook.** Pending update from CC.
- d) **Any matters to report.**
- **Footpath 4.** Clerk to request Antony Estate/Golf Course to cut back hedging/Trees from section starting at Club House to 15th T, along to the sewage works.
 - **Feasibility of potential New Permissive footpath.** Clerk has sent request to Antony Estate re: the previously discussed, potential permissive footpath, parallel to the A374 Eastbound from Sheviok lane to Footpath 5 (Ladywell). Pending response.

9. OPEN SPACE/PLAY PARK.

- a) Gym Equipment repair completed.
- b) Movement/wobble to button bouncer. **Maintenance** has infilled.
- c) Aeroskate: grinding noise. **Maintenance completed** partial repair (**Clerk**) to seek advice from Green Schemes.
- d) Wooden play equipment. **Cllr Medway and Cllr Evans** to inspect integrity of wooden play structure.

10. PARISH, TIME SENSITIVE, COMMUNICATION WARNING SYSTEM. Clerk researching feasibility of What App "Community" as a potential method of communication.

11. CORRESPONDENCE RECEIVED, not covered in the agenda.

- a) **The Community Gateway (age UK). 7-day point of access to range of voluntary sector support 7 days per week.** Notice on boards. For services call 01872 266383 or email gateway@ageukcornwall.org.uk or view website <https://cornwall-link.co.uk/activity/community-gateway>

- b) **Email: Community Network Review.** Clerk to email list of concerns re proposed larger area CAP.
- c) **Torpoint and Rame Active Community network. Request to support petition for 3G pitch at Torpoint Community College** petition link: https://www.change.org/p/torpoint-3g-artificialpitch?utm_source=share_petition&utm_medium=custom_url&recruited_by_id=daa71400-3a54-11ed-ad99-4f4384edce63 It was agreed to place an article in the Parish Newsletter to encourage residents to sign the petition, to show the need for the 3G Pitch.(Cllr Medway/Clerk).
- 12. MINUTES or NOTES FROM THE FOLLOWING MEETINGS TO BE APPROVED AND SIGNED.** Minutes of the Parish Council meeting held Monday the 10th of October 2022. Cllr Medway proposed, Cllr Evans seconded with all in favour of approving the minutes as a True record.
- 13. TO REPORT MATTERS ARISING FROM THE ABOVE PARISH COUNCIL MEETING MINUTES**, which are not covered by an agenda item or in the Action tracker.
- Cllr Stone had attended the Landscape Assessment Review in Launceston. To feedback special Landscape features within our parish and any stresses placed upon it/them, last review approx. 10 years. This aids compilation of future planning policies.
- 14. FINANCE**
- a) Mid-term budget report. The Clerk had circulated, via email, a full budget breakdown and report of both the Parish Precept and separate devolution budgets. In summary, as of Oct 31st, 2022:
Parish Precept budget. Income received is £22347.99, with grass and footpath cutting grants still to be received. The net spend is £15462. The budget is on track.
Devolution Budget: Gross income so far is: £14634.85, net income £12195. Total net expenditure is £11,023.77 This includes the cost of the new ticket machine (£4850 net) so actual budgeted net expenditure for planned budget is £6173.77 as the ticket machine funds were already accrued and ringfenced.
- b) Car park tariff review. Cllr Medway proposed, Cllr Brooks seconded with all in favour, that -due to the cost-of-living crisis - not to raise the parking costs for 2023, as there are reserves accruing for future projects but no full scale projects planned for the coming year. To be reviewed for 2024.
- c) To consider the 2023-2024 Parish budget prior to setting the precept at the December meeting. The Clerk is to compile a draft budget with an attempt to keep any rise to the precept minimal or preferably not at all. **Clerk** to circulate draft prior to December meeting.
- d) Cllr Medway proposed, Cllr Brooks seconded, with all in favour, to approve the payments for November and the direct debits reported from October – see below.
- e) Cllr Brooks signed the reconciled September Bank statements.
- 15. PORTWRINKLE WINTER RESIDENT'S PARKING PERMIT £5, Portwrinkle Parish Car Park.** Residents can contact the clerk by email at shevioclockpc@btinternet.com for further details of how to apply. Cost £5.
- 16. PARISH CHRISTMAS TREE AND LIGHTS.** Cllr Evans reported that "Ideal Homes" have kindly offered to sponsor and provide the Parish Christmas Tree and lights. **Cllr Evans** to oversee with Representative from Ideal Homes.
- 17. UPDATES FROM OTHER GROUPS- if not covered in the agenda –Flower Beds Subgroup.** **Cllr Stone** has cut back growth around parking sign plus intends to cut back palm; **Play Park and Open Space (Cllr Brooks/Jenkins)** covered in agenda; **Tree Warden (Cllr Lester)** All residents in Cornwall are entitled to a free tree to plant please collect from:
Redruth: Redruth Community Centre, Sat 3 Dec, morning 10-12noon
Camborne: Camborne Town Council offices at Basset House, Sat 3 Dec, 1.30 -3pm.
Please contact the groups below for dates and times:
Mevagissey: 3Bays Wildlife Group info@threebayswildlife.co.uk
Treverbyn: Treverbyn Community Hall info@thehall.org.uk 0172858657
Ladock – contact sherriffnichola@gmail.com

Helston: Helston Climate Action/Forest for Helston forestforhelston@gmail.com, [Home - Helston Climate Action Group](#) (has contact us page)

St. Austell: Climate Action St Austell, staustellclimateaction@gmail.com

Defibrillators, (Cllr Jenkins/Clerk) Clerk to postpone purchase of external box for the Jolly Roger as red warning light and heating plate works; **Gateway Community Network**, see correspondence item 11b. **RPPTUG (Cllr Court)** The AGM has been held. City Bus and Cornwall Council have agreed to meet the Chair of the RPTUG again, in February, to discuss potential changes to the Timetable for April, as suggested by the Transport Users Group. Mr G Cadwallader has agreed to stay on as Chair. **Clerk** to send email to Mr G Cadwallader thanking him for his invaluable efforts; **Parish Environment and Climate Change Plan Committee (Cllr Jenkins)** Nothing to report; **Devolution:** Already covered in the minutes.

18. All ITEMS FOR INCLUSION IN FUTURE MEETINGS. Parish Grass and footpath cutting contract; Parish Precept; The Community Shop; The Kings Coronation; Poppies for remembrance 2024 (to be on Agenda for September 2024).

19. DATE OF NEXT Parish Council Meeting, December 12th, 2022 (TBC).

The Chair declared the meeting closed at 8:40pm.

Nancy Gray, Parish Clerk, Clerk's Office, Sheviock Memorial Hall, Crafhole, PL11 3DG

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NB. A draft copy of the minutes of the previous Parish Council meetings are posted on the Parish website – www.sheviockparish.org.uk.

PARISH PRECEPT ACCOUNT

| November 2022 Parish Payments to raise/authorise and DD & payments taken and incoming to report Oct 2022 | | | | |
|--|--|--------|---------|---------|
| Pay who | For What/Description | Vat | net | Total |
| Sheviock Memorial Hall | Rent Clerk's office | | | £63.50 |
| Nancy Gray | Clerk's parish wage | | | |
| Nancy Gray | Clerk's parish expenses | | | £2.25 |
| G Dyer | Sheviock Enforcement wage | | | |
| SLester wage | maintenance wage parish | | | |
| SL Lester | Backdated pay to referlet pay award increase | | | |
| EDF | Tredis defib electricity not yet received | | | |
| S Lester | Expenses. Mileage | | | £1.80 |
| ASG security | Maintenance contract (Panic alarm, Clerk's office). | £7.94 | £39.71 | £47.65 |
| Millbrook Skatepark Project | grant as agreed/minuted October meeting towards Skatepark | | | £132.30 |
| Viking | Office provisions | | | £151.45 |
| Dean Leonard | Inv ref 277 Parish Amenity areas Oct/Nov | | | £270.00 |
| Dean Leonard | inv ref 278 Cornwall Council Amenity areas | | | £60.00 |
| Mr P Stone | Travel expenses, Landscape assement meeting. | | | £27.00 |
| Direct Debits to report | DIRECT DEBITS/ PAYMENTS TAKEN TO REPORT | | | |
| Lloyds Bank | Clerk's credit card, see breakdown below: | | | £702.72 |
| | <i>Clerk's credit card, £3 set monthly fee</i> | | | £3.00 |
| | New/replacement computer for Clerk. | £91.66 | £458.33 | £549.99 |
| | <i>Defib battery pack</i> | £8.79 | £43.95 | £52.74 |
| | <i>Avast security</i> | £16.17 | £80.82 | £96.99 |
| Nest | Nest pensions (combined employee and employer contribution) | | | £51.59 |
| INCOMING | <i>£85 paid into account for defibs as minuted in Oct meeting will show on Nov statement to report</i> | | | £0.00 |

DEVOLUTION ACCOUNT

| 2022 Devolution payments to authorise in November and Direct Debits/incoming receipts to report from October 2022 | | | | |
|---|--|-----|-----|------------|
| Pay who | For what/Description | Vat | Net | Total |
| Nancy Gray | Devolution Clerk's wage | | | |
| SWW | water/Sewerage Portwrinkle 1Aug -17th Oct est | | | £196.30 |
| Frances Jackson | Cleaning wage. 23 plus 11.5 hrs for 23 lock ups 34.5hrs | | | |
| S Lester | Maintenance wage devolution | | | |
| N. Wilson | Cleaning services. | | | £120.00 |
| INTERNAL TRANSFER | From devolution current account to Devolution deposit account. To benefit from interest rate increase. | | | £28,000.00 |
| Direct Debits | NONE | | | |
| HMRC VAT | Quarterly VAT | | | £243.85 |
| INCOMING to report from October | | | | |
| | Ticket machine revenue | | | 955.20 |