



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

The Minutes of the meeting of Sheviock Parish Council held on Monday the 19th of December 2022 at 7:00pm in the Kennedy Room, Sheviock Memorial Hall, Craffhole. Present: Councillors: Chair Cllr S Medway, Cllr P Stone, Cllr I Court, Cllr D Lester. Parish Clerk Mrs N. Gray. There were no members of the public present.

1. **APOLOGIES.** Cllr L Jenkins and Cllr P Brooks, Cllr W Evans.
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.
 - The Clerk noted that Portwrinkle Parishioner Mr Keith Waterfield had sadly passed away at home. The chair offered condolences to his family on behalf of the Parish Council.
 - The Clerk informed that Mrs G Kennedy had donated a sum of £2000 towards the improvements for the Finnygook way footpath, in remembrance of Mr C Kennedy and for the benefit of all using the footpath(s). The Chair thanked Mrs Kennedy on behalf of the Parish Council for her very generous donation. This will appear in December's incoming.
6. **PLANNING.**
 - a) To receive details of planning applications received after the agenda published. None
 - b) To receive planning decisions from Cornwall Council

PA22/07583. 11 Whitsand Bay View Portwrinkle Cornwall PL11 3DB. Single-storey side extension and loft conversion. Approved with conditions.
 Cornwall Council decided to not make TPOs on the following works to trees in conservation area:

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

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 Sheviock Torpoint Cornwall Applicant Mr Court.
7. **HIGHWAYS MATTERS TO REPORT**
 - a. **Traffic Through Craffhole,** A virtual update meeting has been proposed by CC Highways, for Thursday Jan 26th. **Clerk** to confirm on behalf of Councillors.
 - b. **Road Closure:** Tregunnus Lane to Military Road (small section of B3247 between Craffhole and Donderry). 8th January 2023 to 8th January 2023 (09:00 to 12:00 hours). Now confirmed

- c. **Road Closure.** Georges Lane, Sheviock. 11th January 2023 to 13th January 2023 (07:30 to 17:00), Clerk has advised Antony Estate. **Clerk** to also advise Antony Estate regarding request to allow access to homes via the Farm.
- d. **Any items to report**
Clerk to thank Highways for greater specifics to diversion signage i.e., noting location of actual road closure "at Bridge Road" on signage placed in Crafhole, B324, on Fri 16th Dec.
- 8. FOOTPATHS:**
- a) **Footpaths 1 and 12: Updates on works pending.** None, due to Cornwall Council budget priorities.
- b) **Footpath 5. Clerk** to request feedback, following Countryside Access Officer's site visit to inspect wooden bridge.
Fennygook Walk. Bottom steps have now been replaced. Cllr Medway proposed. Cllr Lester seconded with all in favour to approve Mr C Shorten's quote to add 5 section of handrails along Fennygook way. **Clerk** to advise.
- c) **WCA 561 Definitive map application. Fennygook.** Pending update from CC.
- d) **Any matters to report.**
- **Feasibility of potential Permissive footpath Sheviock.** Clerk has sent request to Antony Estate re: the previously discussed, potential permissive footpath, parallel to the A374 Eastbound from Sheviock lane to Footpath 5 (Ladywell). Clerk to chase response.
- 9. OPEN SPACE/PLAY PARK.**
- a) Aeroskate: grinding noise. Representative from Green Schemes (installers) to check at site visit this week. **Clerk** to obtain feedback
- b) Wooden play equipment. **Cllr Medway and Cllr Evans** to inspect integrity of wooden play structure. Bad weather had prevented inspection previously.
- 10. PARISH, TIME SENSITIVE, COMMUNICATION WARNING SYSTEM.** In response to Mr Locket's initial request, it was agreed to forward information regarding the newly available "What's app community" communication system. To be utilised as a potential opt in community group warning/alert system, run separately from the Parish Council due to data protection issues. One main administrator plus sub administrators can send invite links and alerts. It operates as a one- way communication system. It operates free over Wi-Fi on mobile phones. It will use data allowance if not linked to Wi-Fi.
- 11. CORRESPONDENCE RECEIVED, not covered in the agenda.**
- a) **Email from "Let Cornwall decide." Request that Sheviock Parish Council re-submit, during consultation, its previous resolved motion - as per minute item 13f October 10th, 2022. re: MAYOR OF CORNWALL - which called on Cornwall Council to conduct a referendum.** Cllr Medway Proposed, Cllr Lester seconded with all in favour to resubmit previous response to the consultation. (**Clerk**)
- b) **Email: Proud to Care Cornwall, request to display information on notice boards/newsletter.** It was agreed to display on boards and include in next Parish Newsletter. **Clerk, Cllr Medway.**
- c) **Email. Youth provision review, Cornwall. Does the Parish Council support or enable Youth Services?** It provides the Open Space/gym/Playpark but is a smaller Parish Council. Clerk to submit.
- d) **Email Request for Virtual footpath. Top of Fennygook Lane/Crossroads – to connect to the start of the permissive footpath Fennygook Walk, to promote safety and encourage pedestrian use of permissive path.** This was agreed to be a good proposal, although could prove expensive as costs would include consultation, TRO, installation and maintenance. Clerk to enquire approx. costing from CC Highways.
- e) **Santa Bus, Crafhole Tues 20th December, stopping at Kimberly Foster Close from 17:20 – 17:30.**
- f) **Cornwall Council email re: Public Consultation regarding concessionary bus fares in Cornwall.** Currently concessionary bus pass holders can travel anytime. The consultation considers bringing concessions in line with national policy of travel 9:30-11pm weekdays and anytime Sat, Sun and bank hols. It was agreed to include the

weblink on the minutes: so individuals can complete.

letstalk.cornwall.gov.uk/concessionary-fares-consultation. Closes Jan 23rd, 2023. Call 0300 1234 222 to request paper copy.

12. MINUTES or NOTES FROM THE FOLLOWING MEETINGS TO BE APPROVED AND SIGNED. Minutes of both the Annual Parish Meeting and the Parish Council meeting both held Monday the 14th of November 2022. Cllr Medway proposed, Cllr Court 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. None

14. PARISH FOOTPATH AND GRASS CUTTING CONTRACT FOR APRIL 1ST 2023-2025. The contract wording was approved as only needing date changes. **Clerk** to release for tender, information to be displayed on parish boards and emailed to current contractor and previous ones that chose to remain on record. To add as an agenda item at March meeting -to resolve to Award the contract.

15. FINANCE

a) All approved the Parish Precept budget 2023-24

b) All approved Devolution budget 2023-2024

c) To approve the Parish precept for April 1st, 2023- March 31st, 2024. It was proposed by Cllr Medway, seconded by Cllr Stone, to rise the precept by 4.35%. This is needed due to the sharper rise in inflation over 9% and subsequent rise in purchases/ contracts and staffing costs. Further increase was prevented due to ring fenced sums already accrued that can be spent allowing for a reduction in budgets to some headings. **Clerk** to submit precept request.

d) The following payments - as listed below- for December and the direct debits/incoming reported from November had already been approved via email circulation due to the postponement of the December 12th meeting.

e) Cllr Lester signed the reconciled November Bank statements.

16. UPDATES FROM OTHER GROUPS- if not covered in the agenda –Flower Beds Subgroup. Cllr Stone praised the addition of the Parish Christmas tree at the Craffhole cross Flowerbed. The Parish Council would like to thank Craig from Ideal homes for sponsoring the tree and decorations. **Play Park and Open Space (Cllr Brooks/Jenkins)** covered in agenda; **Tree Warden (Cllr Lester)** Nothing to report. **Defibrillators, (Cllr Jenkins/Clerk)** Nothing to report. **Gateway Community Network,** Cllr Lester unable to attend meeting. Notes will be circulated. **RPPTUG (Cllr Court)** Nothing to report (**see agenda items 11 e & f**); **Parish Environment and Climate Change Plan Committee (Cllr Jenkins)** Nothing to report; **Devolution:** Clerk continuing to advertise for self - employed ad hoc cleaner(s) for back up, in case of illness, unavailability of current cleaning team.

17. THE CORONATION OF KING CHARLES III. Sat 6th May, Bank holiday Mon 8th May. To consider parish celebrations. The Pageant Master, Bruno Peek has advised that there will be no beacon lighting ceremonies for the Coronation. The next to occur will be planned for the D Day commemorations in 2024. To remain an agenda item

18. THE COMMUNITY SHOP & POST OFFICE. Cllr Lester advised that the current "PO outreach provider" was unable to take on more areas. Cllr Lester will contact Torpoint Post Office after the Christmas rush. It was agreed to further investigate what the Parish Council could do to support the Committee/Community Shop, should the need arise in the future. The **Clerk** will contact CALC to confirm if grants could be made, under the power of s137 (beneficial to the wellbeing of the community) Also to request from other Parish Councils what help they have been able to provide in such instances. The Chair reported that the Community Shop Committee had held a meeting and it looks as though the shop can continue until the end of its lease.

19. ITEMS FOR INCLUSION IN FUTURE MEETINGS. (March) award grass cutting contract.

20. DATE OF NEXT Parish Council Meeting, Jan 9th, 2023, possible earlier start of 6:15 (TBC).

The Chair declared the meeting closed at 8:33pm.

Nancy Gray, Parish Clerk, Clerk's Office, Sheviock Memorial Hall, Craffhole, 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

Dec 2022 Parish Payments to raise/authorise and DD & payments taken and incoming to report Nov 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 Travel re: noticeboards defibs			£2.25
G Dyer	Sheviock Enforcement wage.			
S Lester wage	maintenance wage parish.			
S L Lester	Expenses. Mileage			£2.25
EDF	Tredis defib electricity, 2 months as not paid last month (bill not received in time)	£0.74	£14.79	£15.53
D Leonard	Footpath cutting.			£75.00
Viking	Office provisions, bill not paid in Novemeber as awaiting credit note from previous undelivered purchase so actual bill was £60.20 after applying the credit note of £151.45.			£60.70
D Butler	Replacement of lower entrance steps , Finnygook walk			£1,420.00
Direct Debits to report	DIRECT DEBITS/ PAYMENTS TAKEN TO REPORT			
Lloyds Bank	Clerk's credit card, see breakdown below:			£34.49
	<i>Clerk's credit card, £3 set monthly fee</i>			£3.00
	5 port switch TP LINK (to connect to internet hub so can plug in additional devices) .	£5.25	£5.25	£31.49
Nest	Nest pensions			
INCOMING	<i>£85 donation as minuted in Oct meeting paid into account for defibs</i>			£85.00

DEVOLUTION ACCOUNT

2022 Devolution payments to authorise in Dec and Direct Debits/incoming receipts to report from November 2022				
Pay who	For what/Description	Vat	Net	Total
Nancy Gray	Devolution Clerk's wage			
D Leonard	inv 287 to cut back Brambles/ivy from bank at exit from ladies' toilets to improve visibility at exit			£45.00
Frances Jackson	Cleaning wage. 20 plus 1.5 hrs for 3 lock ups as lights then installed. Plus 5 hol pay			
S Lester	Maintenance wage devolution. No hol taken			
N. Wilson	Cleaning services .			£150.00
Mrs S Murray, Jolly Roger	Seasonal Bin Charge provision, agreement Jolly Roger café, plus cost of Burnt out bin.	£160.66	£803.32	£963.98
Cornwall Council	car park enforcement -payment			£109.20
Direct Debits	NONE			
INCOMING to report from October				
	Ticket machine revenue			1,029.10
	Ticket machine revenue			1,140.60
	Ticket machine revenue			£728.20
winter parking permit				£10.00
winter parking permit				£5.00