



*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 meeting of SheviocK Parish Council held on Monday the 9<sup>th</sup> of January 2023 at 6:00pm in the Kennedy Room, SheviocK Memorial Hall, Craffhole.**

**Present: Councillors:** Chair Cllr S Medway, Vice Chair W Evans, Cllr P Stone, Cllr I Court, Cllr P Brooks. Cllr L Jenkins. Parish Clerk Mrs N. Gray. Cornwall Cllr K Ewert. There were no members of the public present.

1. **APOLOGIES.** Cllr D Lester.
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.
  - Following the recent and sudden passing of Parishioner Mr Keith Waterfield, a request has been made We have been asked if we can provide evidence supporting a review of the will of Keith Waterfield. It was agreed that the **Clerk** would write a letter to the Solicitors/Charity.
  - The Estate farm has been unable to cut the hedge close to the gym equipment in the Open Space, for fear of damage to equipment. **Clerk** to request parish contractor to cut.
  - Cllr K Ewert gave her monthly update, please view on parish website via link <https://sheviocKpc.files.wordpress.com/2023/01/kate-ewert-december-update.pdf> She greatly encourages parishioners to complete the online letstalk.cornwall.gov.uk consultations, especially those regarding the potential reduction to bus services on which a concessionary fare can be used, which she believes may result in further cuts to bus services if not then used. And that of letstalk.cornwall.gov.uk/bigdeal regarding the Mayor for Cornwall - paying close attention to question 11. Her party and a number of other Cornwall Cllrs believe there should be a vote by the people of Cornwall and that parishioners should wait for a better deal before changing a governance model that works.
6. **PLANNING.**
  - a) To receive details of planning applications received after the agenda published. None
  - b) To receive planning decisions from Cornwall Council. None
7. **HIGHWAYS MATTERS TO REPORT**
  - a. **Traffic Through Craffhole**, The Clerk reminded All Cllrs (who can attend) of the virtual update meeting with CC Highways, for Thursday Jan 26<sup>th</sup>. **Clerk** to confirm on behalf of Councillors.
  - b. **Road Closure.** Georges Lane, SheviocK. 11th January 2023 to 13th January 2023 (07:30 to 17:00), Clerk has advised Antony Estate. **Clerk** confirmed that highways and Antony Estate have agreed to the diversionary route request to allow access to homes via the Farm.
  - c. **Hedge/visibility on bend B3247, bottom of Polcoe hill near junction with A374.** The Estate manager has agreed to look at this when passing. **Clerk** to chase response.

## 8. FOOTPATHS:

**Fennygook Walk.** Contractor (Mr C Shorten) to advise ASAP of dates he will install 5 section of handrails along Fennygook way. **Clerk** to advise Cllrs once date received.

a) **WCA 561 Definitive map application. Fennygook.** Pending update from CC.

b) **Any matters to report.**

- **Feasibility of potential Permissive footpath Sheviock.** Antony Estate Manager is looking into the request re: the previously discussed, potential permissive footpath, parallel to the A374 Eastbound from Sheviock lane to Footpath 5 (Ladywell). He will walk the route, although fencing has been installed. **Clerk** to chase response.

## 9. OPEN SPACE/PLAY PARK.

a) Aeroskate: grinding noise. Representative from Green Schemes (installers) have viewed. Small new part required. Warranty for small parts expired after 2 years. They will order part and send quote for work. **Clerk** to circulate once received.

b) Wooden play equipment. **Cllr Medway has** inspected integrity of wooden play structure. He will forward 3 items to Clerk for maintenance to complete. **Clerk** to pass to Maintenance.

## 10. CORRESPONDENCE RECEIVED, not covered in the agenda.

a) **Posters received "It's a Big Deal for Cornwall."** Clerk to place on boards.

11. **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 19<sup>th</sup> of December 2022. Cllr Medway proposed, Cllr Court seconded with all in favour (except Cllr Evans who did not attend the meeting) of approving the minutes as a true record.

12. **TO REPORT MATTERS ARISING FROM THE ABOVE PARISH COUNCIL MEETING MINUTES,** Clerk stated that due to Christmas/New Year and shorter space between meetings many items were still outstanding to complete.

## 13. FINANCE

a) All approved the Parish Precept budget 2023-24

b) All approved Devolution budget 2023-2024

c) Cllr Medway proposed, Cllr Brooks seconded with all in favour to approve the payments as listed below- for January 2023 and the direct debits/incoming reported from December 2022.

d) Cllr Brooks signed the reconciled December Bank statements.

e) £120 cash donation was passed to the Clerk, to be allocated to the Parish defibrillators, following the New Year's Party at the Hall, organised by members in the Community including Mr S Medway but not in his role as Chair to the Parish Council. All involved were thanked, including Mr W Evans and the "Polbathic Cider Circle" who also donated their profits. Profits were split four ways between the Parish Defibrillators, St Mary's Church, Crafhole Methodist Chapel and The Crafhole Memorial Hall. **Clerk** to deposit £120 cash into the Parish account

14. **UPDATES FROM OTHER GROUPS- if not covered in the agenda –Flower Beds Subgroup.** It was agreed that **Cllr Stone** could cost items for Portwrinkle Flowerbeds for spring, especially as the icy weather and gales had had an adverse impact on the plants. **Cllr Evans** to ask Mrs A Evans to provide costings of items required at Crafhole Cross - if necessary. The Clerk noted that there is a ring-fenced sum in the Devolution budget for flower beds. **Play Park and Open Space (Cllr Brooks/Jenkins)** covered in agenda. **Tree Warden (Cllr Lester)** Nothing to report. **Defibrillators,** See finance item 13e. **Gateway Community Network,** No meeting. **RPPTUG (Cllr Court)** awaiting February meeting with Go Cornwall and City bus.

**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.

15. **THE CORONATION OF KING CHARLES III.** Sat 6th May, Bank holiday Mon 8th May. It was agreed to Co-organise with the Memorial Hall committee a joint parish party at the Memorial Hall on **Sun 7th<sup>th</sup> of May.** It was agreed to look into potential entertainment with a view to book early.

**16. ITEMS FOR INCLUSION IN FUTURE MEETINGS.** The Coronation Party/Entertainment. Allocate policies and procedures for review.

**17. DATE OF NEXT Parish Council Meeting. Wed Feb 8<sup>th</sup> @ 7pm TBC.** (Date brought forward due to availability of Clerk) usually the second Monday in the month.  
**The Chair declared the meeting closed at 6:56pm.**

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

**Telephone: 01503 232996 Email: [sheviockpc@btinternet.com](mailto:sheviockpc@btinternet.com)**

**NB. A draft copy of the minutes of the previous Parish Council meetings are posted on the Parish website – [www.sheviockparish.org.uk](http://www.sheviockparish.org.uk).**

**PARISH PRECEPT ACCOUNT**

Jan 2023 Parish Payments to raise/authorise and DD & payments taken and incoming to report Dec 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			
SLester wage	wage taken from Devolution budget			£0.00
SL Lester	Expenses. Mileage			£0.90
EDF	Tredis defib			£7.93
<b>Direct Debits to report</b>	<b>DIRECT DEBITS/ PAYMENTS TAKEN TO REPORT</b>			
Lloyds Bank	<b>Clerk's credit card, see breakdown below:</b>			£182.96
	<i>Clerk's credit card, £3 set monthly fee</i>			£3.00
	<i>B&amp;M PIR Lights for Public toilets, plus spare. Plus Batteries</i>			£85.79
	<i>Wilko additional batteries for lights plus spare as not enough in B&amp;M</i>			£34.00
	<i>Torpoint Hardware. Blue paper roll . Usb Memory stick</i>	£5.32	£26.58	£31.90
	<i>Amazon. Disposable Gloves, masks , extention plug</i>			£28.27
<b>BT</b>	Internet and phone	£43.82	£219.12	£262.94
Nest	Nest pension			£60.62
Unity Bank	Set service charge on account			£18.00
<b>INCOMING</b>				
Cornwall Council	Parish Grass cutting SLA payment 202223			£242.62
Cornwall Council	Footpath cutting LMP payment 202223			£782.94
Mrs G Kennedy	Donation towards steps/handrails Finnygook Way/Parish Footpaths			£2,000.00

**DEVOLUTION ACCOUNT**

Jan 2023 Devolution payments to authorise in Jan and Direct Debits/incoming receipts to report from Dec2022				
Pay who	For what/Description	Vat	Net	Total
Nancy Gray	Devolution Clerk's wage			
Frances Jackson	Cleaning wage.			
S Lester	Maintenance wage devolution.			
N. Wilson	Cleaning services 10 visits (time and a half charged for Boxing Day)			
Bunzl	Stock and Cleaning supplies for Public toilets	£34.37	£171.87	£206.24
<b>Direct Debits/Payments to report</b>	NONE			
<b>Unity Bank</b>	Cash Handling fee			46.80
<b>Unity Bank</b>	Service charge			18.00
<b>INCOMING to report from October</b>				
	Ticket machine revenue			460.00
	Ticket machine revenue			585.00
	Ticket machine revenue			£616.50
	Ticket machine revenue			£789.45
E Baker	Winter parking permit			£5.00
Cornwall Council	Annual Harbour authority devolution grant towards Toilets as per devolution agreement			£814.87
Unity Bank	Dec 31st Interest Deposit account			£138.87
	Interest backdated 30th June Deposit account			£24.50
	Interest backdated 30th Sep Deposit account			£42.97