



### *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 December 2024 at 7:00pm in the Kennedy Room, SheviocK Memorial Hall, Craffhole. Present: Councillors:** Chair Cllr S. Medway, Vice Chair W Evans, Cllr P Stone, Cllr D Lester, Cllr I Court, Cllr P Brooks. Parish Clerk Mrs N. Gray. There were no members of the Public present.

1. **APOLOGIES.** Cllr L. Jenkins. Cornwall Councillor K Ewert
2. **DECLARATIONS OF INTERESTS. AGENDA ITEMS:** None **GIFTS** None.
3. **CONSIDERATION OF WRITTEN REQUESTS FOR DISPENSATIONS.** None
  - a) **PUBLIC PARTICIPATION *Plus* Item 5 RESPONSE TO PUBLIC PARTICIPATION** to include forum postings, correspondence/emails unless covered under agenda item and police reports. Please see Cornwall Councillor K Ewert's Monthly update on Parish website: <https://sheviocKparish.org.uk/wp-content/uploads/2024/12/november-2024-24-update-1-1.pdf>
  - b) The Chair noted the sad passing of Sir Richard Carew Pole. The Parish Council to send their condolences to the family (**Clerk**). It was noted the funeral will take place at 2pm on 18<sup>th</sup> of December, in St Germans, for family and anyone local who wishes to pay their respect.
  - c) The Chair thanked all involved with the installation of the Parish Christmas tree.
6. **PLANNING.**
  - a) To receive details of planning applications received after the agenda published: None.
  - b) To resolve the Parish Council's response on planning applications received before the agenda was published: None
  - c) 11 Whitsand bay View, holiday rental. Cornwall Planning have confirmed that it is a Class C3 dwelling house. The owners are permitted to rent it out for holiday use, to one group/family at a time, unless there are historical conditions/covenants on the deeds that prevent this.
7. **HIGHWAYS MATTERS TO REPORT**
  - a) **Craffhole Traffic improvements.** Cornwall Council are still in discussions with SWW re lowering of the water pipes to enable the creation of the planned parking area by the cross. They have forwarded and noted concerns re: the inappropriate diversions used; the new directional signage at the bottom of Polscoe Hill/off the A374.
  - b) **Polscoe Hill, Tredis Turn off. Road safety improvements.** The Chair noted that two small chevrons per sign, are not enough for the severity of this bend, in comparison with other bends. **Clerk** to forward to Cornwall highways and Will Glassup - who has advised that the bend is on the Safety Teams list to review for improvements, but it is on a very long list and out of his control. **Clerk** to ask Antony Estate to schedule urgent roadside hedge cut of opposite side of the B3247, as only one side completed.
  - c) **Bollard/SWW Finnygook lane pinch point.** Pending SWW's response to clarify if the protruding tank is in use, and for what purpose?
  - d) **Antony road pedestrian Island crossing.** Although not in the Parish, **Clerk** to urgently request the road markings be painted on the approach to the bollard and surrounds, as currently a hazard without.
  - e) **Overgrown footway from neighbouring hedge, adjacent to Public Toilets, Portwrinkle.** This has now been cut.

- f) **Speed Limit review A374.** Response pending from Inspector Martin Whitehouse of Devon And Cornwall Police re: collision data discrepancies. CC has commissioned Cormac to complete a safety improvement review of the A374 Terulefoot to Torpoint. Clerk has submitted the list of concerns with map to CC to be included, this has been acknowledged and forwarded to the Team conducting the review.
- g) **SWW planned road closure for Georges Lane, Sheviock, Tues 7th- Thurs 9th Jan 2025** <https://one.network/?tm=140411623> Mr Oatey , Antony Farm will allow vehicles to use the farm track as a diversion, noting all to be aware of farm vehicles.
8. **CLIFF EROSION PORTWRINKLE/ FUTURE PROOFING FINNYGOOK LANE.** Cormac awaiting funding confirmation for repairs to the existing CC sea wall defences in Portwrinkle (pending). CC Mr R. Hobbs (Environmental resilience and adaptation Manager) has been advised to contact landowner direct for pending written Cliff stability report, plus provide potential advice regarding how to mitigate further erosion during the build of phase 3 PA21/02377 Units 9-19 Whitsand Bay Hotel, Earle developments. Cllr Stone noted seeing potential core test drilling adjacent to the Jolly Roger.
9. **FOOTPATHS**
- a) **Potential Permissive path projects. re: Crafhole East B3274 to Trethill: Pending** response from National Trust re approval of proposed route.
- b) **Sheviock Permissive footpath. The proposed route map has been** amalgamated with list of road safety issues/potential improvements, within the Sheviock section along the A374 road safety improvement review. Pending response from CC safety review.
- c) **Update Footpath number 5 Lady well/Coombe Lane,** Pending date for site meeting with Country Side Access Team re: drainage issues. **Clerk** to continue to chase.
- d) **Footpath 1, Sheviock. Pending** response from Community Engagement Officer of the Tamara Landscape Partnership and Tamar Valley National Landscape. Re: support for funding bid to repair and reopen footpath 1, Sheviock to the Lynher. **(Clerk).**
- e) **Amber's way.** Pathway falling towards hedge/road. **Clerk** to ask Mr K Andrew if posts can be diverted to avoid area of subsidence.
- f) **All footpaths:** Have been cut for the winter. Cllr Stone noted that due to the storm, an Ivy branch is blocking exit at end of Badger lane/ footpath 4. **Clerk** to request contractor to cut.
- g) **SW Coastal path.** Cllr Stone noted that this has been cut back and steps instated on the Eastern section at Portwrinkle.
- h) **Overgrown Footway, Portwrinkle, adjacent to Calor Gas storage site.** Has been cut back.
- i) **Planning Inspectorate, RE: Addition of Restricted By Way to the Definitive map,** Finnygook Inn site meeting, Jan 14<sup>th</sup> 11:30.
10. **FINANCE**
- a) The Chair proposed, with all in favour, to approve the payments as listed further below for November.
- b) Cllr Brooks checked and signed the reconciled ledger with the November Bank statements.
- c) Lloyd's treasury devolution account. As agreed at the previous meeting, signatories Cllrs Brooks, Lester and Medway, signed the Lloyds closure of account form. With balance to be transferred to Unity deposit account. (Clerk)
11. **TO REVIEW AND APPROVE PARISH PRECEPT BUDGET FOR APRIL 2025-2026.**  
**The Chair proposed, seconded by Cllr Evans, to set the precept to £26,110.**  
**(Clerk)** This would be a 2.1% inflationary rise, per band D property, to make use of the increase in the tax base, primarily due to the new Second Home Council Tax premium. This would allow for additional funds needed towards the grass and footpath cutting budgets, employer NIC rise, parish plans and inflation.
12. **TO REVIEW CONTENTS OF GRASS AND FOOTPATH CUTTING CONTRACT FOR APRIL 2025-MARCH 2027.** **Clerk** to add under specifications: Additional winter cut - dependent upon growth. First parish amenity cut of the season (of the longer grass) to be followed one week later, by short cut to 25mm, then all grass cuts there on in, to be to cut to a length of 25mm. **Clerk** to update and circulate for approval at January meeting prior to offering up for tenders.

- 13. PORTWRINKLE CAR PARK ORDER.** Clerk to draft revised Order and send to CC for initial approval, prior to public consultation. Clerk to advise CC Enforcement, SLA to remain the same and be reviewed after 1 year.
- 14. SHEVIOCK EMERGENCY PLAN.** Coordinator required for Craffthole, Cllr Court to approach existing volunteers on cascade system. Please contact Clerk or Cllrs Stone/Court if wish to be involved. Ongoing
- 15. OPEN SPACE/PLAY PARK.**
- a) **Fault with elliptical trainer.** Repaired, remaining items pending. Fresh Air and Fitness (Clerk to chase).
  - b) **Aeroskate.** Pending receipt of bearings/rollers. Cllr Medway/Maintenance to install.
  - c) **Replacement for ageing Wooden Balance equipment.** It was agreed to include wooden balance trail quotes, due to limited equipment available in recycled plastic. Pending receipt of 2 further quotes/designs (Clerk)
  - d) **Gazebo roof tiles, loose.** Maintenance/Cllr Medway.
  - e) Clerk to arrange weekly H&S checks.
- 16. STAFF APPRAISALS.** Ongoing Clerk.
- 17. CORRESPONDENCE RECEIVED.**
- **Santa Bus.** Visiting Craffthole Cross, (not Kimberly Foster) on Thursday 12th December arriving at 17:45 in the evening and staying for around 10 minutes.
  - **Torpoint Town Council re: Torpoint Master Plan, Public Consultation.** Noted <https://letstalk.cornwall.gov.uk/torpoint-masterplan-public-consultation>
  - **Change for Christmas waste and recycling collections:** If usually Thursday will be Sat 28<sup>th</sup> Dec and Fri 3<sup>rd</sup> Jan <https://www.cornwall.gov.uk/rubbish-recycling-and-waste/christmas-waste-and-recycling-collections/>
  - **Any other correspondence after the agenda published:** Gina Varcoe CC: Potential removal of 2<sup>nd</sup> Public bin outside Toilets. Clerk has responded stating necessity/reasons to keep in place.
- 18. MINUTES. Sheviock Parish Council meeting held on Monday 11<sup>th</sup> of November 2024.** The Chair proposed, Cllr Lester seconded with all in favour, to approve the minutes as being true and correct.
- 19. MATTERS ARISING FROM THE ABOVE PARISH COUNCIL MEETING MINUTES, which are not covered by an agenda item.** None.
- 20. VE DAY 80. May 8<sup>th</sup>, 2025.** To remain an agenda item, to plan for the lighting of the beacon. Keep as an agenda item.
- 21. UPDATES FROM OTHER GROUPS- if not covered in the agenda –Flower Beds Subgroup Cllr Stone.** Contractor will contact Cllr Stone this week to commence part of work next week and resume early February. Small grass area in front of Public toilets will be sowed with wild flower seeds. **Play Park and Open Space** see agenda item 15; **Tree Warden, Cllr Lester** nothing to report.; **Defibrillators – Clerk,** repair to locator lighting at SWW and Jolly Roger defibs pending confirmation of parts. Temperature controls work. Clerk has purchased and will replace 6 x child defib pads (by Jan 7<sup>th</sup>). Clerk to advise donors of money used. **Cllr Brooks** to confirm date of Public CPR and defibrillator usage training with Mr M Lavis (tbc late January). **Cllr Evans** to fabricate sponsors board (Pending); **Clerk** to contact ideal Homes re: sponsorship (pending). Clerk received advice from "The Circuit" re: change of guardian's update on system, Mrs M. Purchall and Cllr Jenkins, yet still not working. (ongoing). **South East Cornwall CAP-** meeting on Dec 3<sup>rd</sup> minutes circulated. **RPPTUG.** Electric bus upgrade to 75 planned for June 2025: **Cllr Stone** attended The CAP Climate change/ environment meeting on Nov 14<sup>th</sup>. He highlighted, to all parties, the Cliff land slip threat to Finnygook Lane, Portwrinkle. Other issues covered were land management. If follow a "No Mow May," long grass cuttings should be removed to aid regrowth of local species. **Devolution: Maintenance** to postpone painting Toilets until the air is dryer. **Maintenance** to then secure mobility hand rails, one side of each cubicle wall. **Cllr Evans** has in storage. See also item 13.
- 22. All ITEMS FOR INCLUSION IN FUTURE MEETINGS.** Precept budget for April 2025 - March 2026. Portwrinkle Car Park Order. Approve revisions to Grass/Footpath Cutting contract prior to releasing for tenders. Preparations for Parish Elections May 1<sup>st</sup>, 2025. Report Staff Appraisals.
- 23. DATE OF NEXT Parish Council Meeting,** Monday January the 13<sup>th</sup> at 7pm 2024 TBC. **The Chair declared the meeting closed at 8.25**

## DEVOLUTION ACCOUNT

Dec 2024 Devolution Dec Payments to raise/authorise and DD & payments taken and incoming to report from Nov 2024				
Pay who	For what/Description	Vat	Net	Total
Nancy Gray	Devolution Clerk's wage			
Frances Jackson	Cleaner's wage			
Natasha Wilson	Cleaning services			<b>£144.00</b>
S. Lester	Maintenance hours devolution			
Cornwall Council	October SLA enforcement for Car Park			<b>£40.99</b>
<b>Direct Debits/Payments to report</b>				
Unity	service charge			<b>£6.00</b>
<b>INTERNAL TRANSFER</b>	From Devolution deposit account to devolution business to cover outgoing expenditure.			<b>£5,000.00</b>
<b>INCOMING to report</b>				
Lloyds	Ticket machine cash revenue			365.7
Just park	ticket machine online revenue			324.55

## Parish Account

Dec 2024 Parish Payments to raise/authorise and DD & payments taken and incoming to report from Nov 2024				
Pay who	For What/Description	Vat	net	Total
Sheviock Memorial Hall	Rent for Office Standing Order)			<b>£63.50</b>
Nancy Gray	Clerk's Parish wage			
Gary Dyer	Enforcement wage			
N Gray	Travel agendas/minutes.			<b>£4.50</b>
S. Lester	Expenses. Maintenance Mileage £2.70			<b>£2.70</b>
D Leonard	579 November winter severe cuts, x 2 in places. inclusive of additional hedging excess growth.			<b>£900.00</b>
D Leonard	Inv 580. Park and Open Space cuts November			<b>£80.00</b>
PENDING	PENDING Grant from CIL Levey for Rame All Weather 3g Pitch. PENDING			<b>£2,000.00</b>
INTERNAL TRANSFER	Devolution agreement Harbour grant, received for toilets, (see incoming below) to be transferred into devolution account.			<b>£871.16</b>
<b>Direct Debits to report</b>	<b>DIRECT DEBITS/ PAYMENTS TAKEN TO REPORT from previous month</b>			
<b>Nest</b>	<b>Clerk's pension, Clerk's share held back from wage.</b>			
Lloyds Bank	<b>Parish credit card total. Broken down as detailed below</b>			<b>£80.33</b>
	<i>set monthly card fee</i>			<i>£3.00</i>
	<i>Torpoint Post Office. Printer paper, pens, envelopes</i>			<i>£16.56</i>
	<i>Torpoint Hardware. Paint for Toilets to be reimbursed from Devo account at end of year</i>	<i>£6.33</i>	<i>£31.62</i>	<i>£37.95</i>
	<i>Amazon. Cash receipt book for car park winter resident tickets, as yet unused. To be reimbursed by devo account, at end of year</i>	<i>£0.83</i>	<i>£4.14</i>	<i>£4.97</i>
	<i>Torpoint Hardware. Batteries for the sensor lights in the ladies and gents toilets. To be reimbursed by devo account at end of year</i>	<i>£2.98</i>	<i>£14.87</i>	<i>£17.85</i>
Unity Bank	<i>Service charge set fee on account (now monthly)</i>			<b>£6.00</b>
<b>INCOMING</b>	Devolution agreement harbour grant towards running of Public toilets, to be transferred to devolution account see transfers above.			<b>£871.16</b>
	<i>Highways SLA grass cutting grant</i>			<i>254.32</i>
	<i>CC LMP PROW footpath cutting grant</i>			<i>882.96</i>