



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 10th of March 2025 at 7:07pm in the Kennedy Room, SheviocK Memorial Hall, Craffhole.

Present: Councillors: Chair Cllr S. Medway, Vice Chair W Evans, Cllr Stone, Cllr D Lester, Cllr I Court, Cllr L Jenkins. Parish Clerk Mrs N. Gray. Police Sergeant Gary Smith. Cornwall Cllr Armand Toms (Looe and East DeviocK). Cornwall Cllr J Candy. There were 7 members of the Public present.

The Chair Cllr S. Medway handed over the chair to the Vice Chair, Cllr W Evans.

1. **APOLOGIES.** Cllr Brooks.
2. **DECLARATIONS OF INTERESTS. AGENDA ITEMS:** Cllr L Jenkins declared a non-pecuniary interest in Planning item 6b PA25/00805. **GIFTS** 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. See also Cornwall Councillor, K Ewert's monthly update: <https://sheviocKparish.org.uk/wp-content/uploads/2025/03/february-2025-cllr-kate-ewert-1.pdf>

Police item: The Chair brought forward item 8b, Polscoe Hill/Tredis turn off. **Police Sergeant Gary Smith and Cornwall Cllr K Ewert** agreed to organise a joint visit to the Old Forge and its residents, to obtain report/photo evidence of previous crashes/cars in garden. Sergeant Smith will then consult with Road Safety Officer to attempt to obtain speed monitoring devices. Results of which may provide the needed support moving forward to prioritise funding for safety improvements on this bend.

- a) A parishioner raised concerns re: speed on back lane/rat run from Tredis turn off /via Sconner to Polbathic, whilst the A374 Traffic lights are in situ. **Clerk** to contact Highways.
- b) Public participation for Planning Item Higher Tredis Farm Glamping Pods (see also correspondence item 24, emails of objection. Applicant Mrs Cindy Rice attended along with Cornwall Cllr J Candy (in support of his friend). A parishioner gave support for the application. Cllr Jenkins declared a non-pecuniary interest - as had submitted an objection, and as a member of the Public gave a summary of objections raised by a number of Tredis residents, submitted on the planning Portal. It was noted that SheviocK Parish Council is not a consultee, due to Higher Tredis Farm lying within DeviocK parish boundary, despite majority of homes in Tredis located in SheviocK. Cllr Armand stated that DeviocK Parish Council had posed questions to CC planning and would be attending a site visit. He would ensure that DeviocK Parish Council would liaise and inform SheviocK PC of findings/ response from CC. Please see item 6b and Appendix A, for Parish Council's response.
- c) Public participation Planning item Donkey's Halt. Residents in objection to the discharge of conditions, primarily due to the Construction Management Plan stating 2 parking places, as opposed to one as per the approved application, concern for excess weight on unstable cliff/ potential cliff fall/loss of access to the Nooke. Request to delay work start time until 9am. Please see item 6b for response.
- d) Parishioner: Double Yellow lines and cross hatching need repainting at top of harbour slip/bottom area of Donkey lane, to prevent parking obstructions, especially in summer. **Clerk** to contact Highways noting importance of clearway for Emergency Vehicle Access.

e) BT Telephone Kiosk Portwrinkle. Parishioner raised concerns re: correspondence item 24 BT's proposals to remove BT phone box. Noting stranded teenagers annually knocking at Virginia cottage, as they cannot get a signal and no buses available after time spent at beach. In response, it was agreed to continue to strive for its retainment, as per previous years, due to lack of mobile signal/ no public venue to seek help, no phone charge point in Portwrinkle (café and hotel both closed). Proximity to 2 popular beaches, harbour plus SW Coastal path; Necessity to be able to make an SOS call. Proximity to 24/7 AED defib unit. It was agreed to check its inclusion within the Parish Emergency Plan. Clerk noted that it would also strengthen case to make occasional calls from this phone. (**Clerk** to submit to BT/Cornwall Council) See Agenda items 21 & 24

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:

PA25/00866 Proposal Listed Building Consent for removal and replacement of contaminated floor (modern structure) and small section of contaminated internal wall (original structure). Temporary removal of wooden door (original feature). Tredis House Barn, Sheviock. Applicant: Ms Jane Hammond. The Chair proposed, with all in favour to support this application.

PA25/00805 Retrospective permission, installation of four glamping units and associated infrastructure. Land East Of Higher Tredis Farm, Sheviock. Deviock Parish. To resolve way forward, as non-consultees, in consideration to concerns raised by parish residents in Tredis. see correspondence item 4. See full response/comment in appendix A.

c) To receive Cornwall Council's decisions on the following planning applications:

PA24/09744 PA24/09743 Listed building consent and construction of retaining structure to eastern boundary bank of graveyard. Installation of new below ground surface water drains. Location, St Marys Church Sheviock Torpoint. Applicant: Mrs Jenny Bushrod, St Marys Sheviock Church Parochial Council. Approved with conditions.

PA24/09151. 3G Football Turf Pitch (9v9), Torpoint Community College. Pending.

d) **PA2501513.** Donkey's Halt, Portwrinkle. Construction Management Plan and Structural design statement posted on Cornwall Council online planning portal. See full comment appendix B

e) Cornwall Council, Call for sites: **Clerk** to submit response to the 4 questions as determined during meeting.

7. **BEACH SAFETY RESCUE EQUIPMENT.** It was agreed to advise Antony Estate to contact Cormac, to request monthly check. (**Clerk**)

8. HIGHWAYS MATTERS TO REPORT

a) **Crafthole Traffic improvements.** Pending date from CC to complete scheme. Pending response from Cornwall highways emphasising the need to remove the remaining Mount Edgcumbe signage as per the agreed/original plans and consultation to reduce traffic through the narrows. **Clerk. Cornwall Cllr Ewert** to continue to chase.

b) **Polsoe Hill, Tredis Turn off. Road safety improvements. See item 4, Police item.**

c) **Bollard/SWW Finnygook lane pinch point.** Pending SWW's response to clarify if the protruding tank is in use, and for what purpose? (**Clerk** continue to chase)

d) **Safety review A374.** Pending completion from Cormac.

9. **CLIFF EROSION PORTWRINKLE/ FUTURE PROOFING FINNYGOOK LANE.** RE: cliff fall adjacent to Jolly Roger/Finnygook Lane. **Clerk & Cornwall Councillor K Ewert** to chase response from Mr R Hobbs, Coastal Erosion Dept: response imminent/Pending.

10. **PORTWRINKLE SEA WALL DEFENCES.** Cormac to complete repairs by end of March. Harbour authority aware of missing slab on Harbour wall and attempting to schedule/fund repair.

11. FOOTPATHS

a) **Crafthole Permissive path projects. re: Crafthole East B3274 to Trethill: Cllr Medway/ Cllr Evans,** invitation to further discuss gates/fixtures/route. Pending response from National Trust.

b) **Sheviock Permissive footpath.** re: use of roadside verge for part of footpath (A374). Pending completion of A374 Safety Review, Comac/CC.

- c) **Update Footpath number 5 Lady well/Coombe Lane**, Pending fallen tree clearance Antony estate. Pending drainage and resurfacing work by CC. Pending Owner of fishing reservoir to clear out leat to direct drainage to stream.
- d) **Footpath 1, Sheviok. Clerk** to organise site meeting with Cornwall Council, Antony Estate and Ginnette Sutherland, Community Engagement Officer, Tamara Landscape Partnership and Tamar Valley National Landscape. Together with their Land Manager.
- e) **Tamara National Landscape interpretation boards**. Clerk has submitted content, awaiting proof (pending).
- f) **Amber's way. Cllr S Medway** to organise working party, for the slight re-routing of path to avoid subsidence/pending.
- g) **Fennygoak Way. Cllr Evans** to source timber. **Cllr Evans /Medway** to organise working party to replace 5 x step rises. Budget from asset replacement reserves/parish plan reserves. Pending
- h) **Planning Inspectorate, RE: Addition of Restricted By Way, Fennygoak Inn, to the Definitive map**, final decision from Planning Inspectorate, pending.
- i) **Footpath 12 to Fennygoak beach. Water run off from Eco house eroding path. Clerk** to contact Eco house to request they fix drainage pipe/drainage course.

12. FINANCE

- a) The Chair proposed, with all in favour, to approve the March payments, as listed further below. **Cllrs Medway and Lester** to approve online.
- b) Cllr Lester checked and signed the reconciled February Bank statements, with the ledger.
- c) Cllr Evans proposed with all in favour to approve Liz Taggart of CL Accounting (SW) LLP as the internal auditor.

13. ANNUAL GRASS CUTTING AGREEMENT Cllr Evans Proposed with all in favour to approve the Cornwall Council Grass cutting Service Level Agreement. **Clerk to submit.**

14. PREPARATIONS FOR ELECTIONS May 1st. Clerk to place Notice of elections and information on boards/website. All candidates to complete election candidate application forms.

15. PROPOSED AMENDMENTS TO PORTWRINKLE CAR PARK ORDER. A period of public consultation will commence following elections, postponed due to Purdah. Agenda item for May meeting **(Clerk)**

16. FINANCIAL REGULATIONS. Cllr Medway proposed with all in favour to adopt the NALC model 2024 with minor revisions. **(Clerk** to post on website).

17. PARISH RISK ASSESSMENT. Clerk has completed. Cllr Evans proposed with All in favour to approve the Parish Risk assessment.

18. REGISTER OF INTEREST, Annual review. **Cllrs Stone and Lester no changes.** Clerk to forward link to remaining Cllrs to verify before confirming to Clerk if any changes necessary.

19. REVIEW OF STANDING ORDERS. Cllr Jenkins to review prior to May meeting for approval. Clerk to send document to Cllr Jenkins.

20. ANNUAL REVIEW PARISH PLAN. All items in progress. **Cllr Evans proposed Cllr Medway** seconded to keep as is until items have been completed. **Clerk** to post plan on website.

21. SHEVIOCK EMERGENCY PLAN. Volunteer deputy co-ordinator needed for Craffhole section of information cascade system. **Cllr Medway** to approach potential volunteer. Cllr Court to confirm inclusion of Portwrinkle telephone kiosk within Emergency plan, see item 4e and correspondence item 24.

22. OPEN SPACE/PLAY PARK.

a) **Replacement of older wooden balance trail equipment.** Installation week commencing March 17th. Cllr Medway to meet onsite at 9am.

b) **Aeroskate. Maintenance/Cllr Medway** to install replacement bearings.

c) **Gym equipment, (Maintenance)** to touch up green paint (pending)

d) **H&S Maintenance weekly check.** Cllr Jenkins volunteered until April meeting. **Clerk** passed forms.

e) Cllr Evans proposed with all in favour to approve cut of grass and hedge within the interior play park, prior to installation of replacement balance trail. **(Clerk)**

f) **Cllr Jenkins** to add replacement chess pieces in bag at games table, Open Space.

23. **St MARY'S CEMETERY SHEVIOCK. Transferral of Maintenance. Cornwall** Cllr Ewert has informed that an agreement has been reached between Cornwall Council and the Church of England for a 50% split of funds to cover the cost of repairs to retaining wall. Cost will not be passed onto the Parishioners. **Clerk** to seek confirmation in writing from CC.
24. **CORRESPONDENCE RECEIVED.**
- **BT Phone box consultation.** To resolve response to proposal to remove Portwrinkle telephone Kiosk. See item 4.
 - **PA25/00805 | Retrospective permission Land East Of Higher Tredis Farm.** Emails: concerns raised by residents in Tredis. See planning item 6b and Appendix A
 - **Free Bin for Green Schemes initiative.** (Plastic bottles only). It was agreed that scheme funds would be better spent at larger beaches. No Parish land space available plus previous wheelie bins have resulted in fly tipping and fire.
 - **Redruth Town Council. Request to petition CC to reconsider allocation of proceeds, from 2nd home council tax premium, to also benefit poorer parish's precept.** It was agreed not to petition for this change as the share from the tax premium on second homes within the parish had already been applied and accounted for within the Parish Precept/budget and had been fundamental in preventing an even larger Parish precept rise/cost to parishioners.
25. **MINUTES. Sheviok Parish Council meeting held on Monday 10th of February 2025** Cllr Medway proposed, with all in favour, to approve the minutes as being true and correct.
26. **MATTERS ARISING FROM THE ABOVE PARISH COUNCIL MEETING MINUTES, which are not covered by an agenda item. FUTURE OF THE COMMUNITY SHOP.** Shop committee has approached Memorial Hall Committee. Hall committee has spoken to Chair of Snooker Club, as the room may be converted to house the shop instead; due greater to demand for a community shop and potential to guarantee greater revenue income to benefit longevity of Hall. Feasibility study to be conducted. **SPRING CLEAN. Scheduled weekend March 22/23. Clerk** to place posters. Cllr Brooks has obtained free pear tree. To be planted in Open Space **(Clerk/Cllr Brooks).**
27. **VE DAY 80. May 8th, 2025. Beacon lighting.** Jobs allocated. **Clerk** to update and circulate list of jobs/H&S.
28. **UPDATES FROM OTHER GROUPS- if not covered in the agenda –Flower Beds, Cllr Stone. Wild seeds planted outside Public Toilets. Cllr Stone** proposed with all in favour to purchase up to £100 of plants for Portwrinkle flowerbeds from allocated devolution budget, following work to improve/clear. **Play Park and Open Space** see agenda item 22; **Tree Warden, Cllr Lester:** Nothing to report. **Defibrillators – Clerk** chasing the replacement of 2 x replacement parts for locator lights. **Cllr Brooks** to confirm date of Public CPR and defibrillator usage training with Mr M Lavis/tie in with hall use at weekends. (pending). **Cllr Evans** to fabricate sponsor's board (pending). **Clerk** to add Cllr Jenkins as guardian to Tredis defib on The Circuit (pending). Ideal Homes pending £100 donation from Ideal Homes defibrillator sponsorship. **South East Cornwall CAP-** meeting March 4th **(Clerk)** to circulate minutes. **RPPTUG.** There will be a 70 service bus on Sunday am, returning pm. Chair Geoff Cadwallader sent thanks to Cornwall Cllr Ewert for her help in obtaining letters of support from MPs, to petition CC for future funding for future improvements from transport budget (pending decision). **Devolution: Maintenance** pending the painting of toilets and fitting of mobility hand rails, one each per cubicle wall. **Cllr Evans** to pass handrails to maintenance. Staffing. **Clerk** to advertise for Cleaner for Toilets to aid Sunday rota.
29. **TO AWARD PARISH GRASS AND FOOTPATH CUTTING CONTRACT APRIL 1ST 2025- MARCH 31ST 2027.** Cllr Medway proposed, Cllr Jenkins seconded with All in favour to award the contract to Mr D Leonard. **(Clerk)**
30. **All ITEMS FOR INCLUSION IN FUTURE MEETINGS.** Annual Parish meeting at 6:30 pm prior to Sheviok Parish Council meeting; Parish Elections on May 1st; Portwrinkle Car Park Order (May meeting).
31. **DATE OF NEXT Parish Council Meeting,** Monday April the 14th 2025 at 7pm. TBC. **The Chair declared the meeting closed at 9.20pm**

DEVOLUTION ACCOUNT

March 20245 Devolution Payments to raise/authorise and DD & payments taken and incoming to report from Feb2025				
Pay who	For what/Description	Vat	Net	Total
Nancy Gray	Devolution Clerk's wage			
Frances Jackson	cleaning wage			
Natasha Wilson	Cleaning services			£144.00
Dean Leonard	Ad hoc work grass/flowerbed etc Portwrinkle . Inv 594			£580.00
S. Lester	Maintenance wage			
S.Lester	expenses to reimburse for white road line paint , Car Park.	£10.67	£53.33	£63.99
Direct Debits/Payments to report				
Unity	service charge			£6.00
INCOMING to report				
Just Park	car park revenue online			35.76
Incoming internal transfer	From Unity devolution deposit account to devolution current account, to cover outgoing payments in the next two plus months			£5,000.00

Parish Account

March 2025 Parish Payments to raise/authorise and DD & payments taken and incoming to report from Feb 2025				
Pay who	For What/Description	Vat	net	Total
Sheviock Memorial Hall	Rent for Office Standing Order)			£63.50
Nancy Gray	Parish wage			
Gary Dyer	Enforcement wage			
N Gray	Travel agendas/minutes.			£4.50
PENDING	PENDING Grant from CIL Levey for Rame All Weather 3g Pitch. PENDING			£2,000.00
Direct Debits to report				
DIRECT DEBITS/ PAYMENTS TAKEN TO REPORT from previous month				
Nest	Staff pension.			£80.03
Lloyds Bank	Parish credit card total. Broken down as detailed below			£13.15
	set monthly card fee			£3.00
	Anna admin (quarterly VAT online filing fee)	£3.50	£0.70	£4.20
	Torpoint Hardware	£4.96	£0.99	£5.95
Unity Bank	Monthly set service charge			£6.00

Appendix A

PA25/00805 Retrospective permission, installation of four glamping units and associated infrastructure. Land East Of Higher Tredis Farm, Sheviock. Deviock Parish.

The above application was brought to the attention of Sheviock Parish Council by a number of concerned residents in Tredis.

Higher Tredis Farm lies within the boundaries of Deviock Parish; therefore Sheviock Parish Council is not classed as a consultee in this instance. However, the majority of properties in Tredis lie within the Sheviock Parish boundary, with one resident keeping a horse in her field adjacent to the units.

Following the meeting of Sheviock Parish Council on Monday the 11th of March, Sheviock Parish wishes to make the following comment:

Sheviock Parish Council awaits the response from Cornwall Council posed by Deviock Parish Council (as recorded on the online planning portal) notably to ensure that rules and regulations are being met, regarding drainage and other points raised.

It wishes to defer a response until these issues can be clarified.

Appendix B

Donkey's Halt Portwrinkle. PA25/01513. Submission of details to discharge conditions 4 5 6 & 10 of decision notice PA23/08579 dated 10.06.24. Condition 6 - Construction and Management Plan (CEMP) Condition 10 - EL-02_Elevations - As Proposed.

SheviocK Parish Council wish to highlight the following and request urgent action prior to work commencing:

On page 2 of the **Construction Management Plan** item B. Onsite construction worker, Visitor, and site operative parking. States:

" The new development includes **space for 2 vehicles** and this part of the work will take place first to facilitate the parking required. The site lead will manage the site parking on a daily basis."

The parking area is for one car only, as per the approved planning application, with a specific tracking plan for 1 car (not 2).

This was fought for, to prevent further excessive weight impact on the unstable cliff and ensure that a single vehicle could access/reverse from the parking without damaging neighbouring properties/low wall, in a tight space. Please can the traffic management plan be rectified to ensure the above and that this space does not exceed the 2.4 by 4.8 dimensions.

Donkey Lane is an Emergency access lane, as detailed on the Parish Emergency plan. There is a Public car Park on the sea front in Portwrinkle.

Structural Design Statement 3:10:6 The highway of Donkeys Lane did not indicate scarring that would otherwise suggest ground movement or slope failure. Donkey lane was resurfaced in 2022, plus repatched due to road damage occurring shortly after resurfacing work. It is possible that scarring would therefore not be visible.

Structural design statement 3.9.2: Bed rock was not discovered in any of the trial pits. Trial pits were taken down to a depth of 1.2m."

Structural design Statement 1.6 states:" Limitations: It is possible that hidden or inaccessible evidence exists that could affect the conclusions drawn."

Please see old photo of the cliff top over hang, it shows the coastguard cottages in the background with Donkey's Halt and the Nooke behind the vegetation at the top of the cliff. The overhang is 1 meter away from the Nooke's narrow pedestrian access path, bordering the front of Donkey's Halt/parking area.

Near this overhang, the vegetation has become much thicker over time, concealing inaccessible further erosion. You will see the type of rock/earth is very silty/sandy. There is great concern that excess weight/pressure from the parking will cause a landslip/collapse which would then prevent access to the Nooke or worse. Therefore the new parking area/excess weight is of great concern especially if two vehicles are parked instead of one. Please note landslips at the end of 2024 to a section of the car park adjacent to the Jolly Roger café and Finnygook Lane on Portwrinkle Seafront. Finnygook lane is under threat in an area of managed retreat and Donkey's Lane is the only other access road to Portwrinkle, as detailed in the Emergency plan, so a cliff fall could pose a threat to this/ access to Portwrinkle as well as threat to properties/access.

Construction work time: A polite request from neighbours that work commences at 9am rather than 8am.