



SheviocK Parish Council

The Bill Warren Room, SheviocK Memorial Hall, Crafhole, Torpoint, Cornwall, PL11 3DG
 Clerk: Mrs Nancy Gray. Telephone: 01503 232996 Email: clerk@sheviocKparishcouncil.gov.uk

The Minutes of the meeting of SheviocK Parish Council, held on Monday, June the 8th 2026, at 7pm in the Kennedy Room, SheviocK Memorial Hall, Crafhole. Present: Councillors: Vice Chair Cllr I Court, Cllr S. Medway, Cllr D Lester, Cllr Jenkins. Cllr P Stone. Parish Clerk Mrs N. Gray. There were 2 members of the Public present and one joining -via facetime.

1. **APOLOGIES.** Chair Cllr W Evans, Cllr D. Humphreys,
 2. **DECLARATIONS OF INTERESTS. AGENDA ITEMS:** None **GIFTS**
 3. **CONSIDERATION OF WRITTEN REQUESTS FOR DISPENSATIONS.** None
 4. **PUBLIC PARTICIPATION and 5. RESPONSE TO PUBLIC PARTICIPATION** to include forum postings, correspondence/emails unless covered under agenda item.
 - **Cornwall Cllr K Ewert monthly update:**
https://www.sheviocKparishcouncil.gov.uk/data/uploads/578_1165895867.pdf
- Cllr Ewert also noted:**
- Her nomination of Mr G Cadwallader for the Citizens Award - for his contribution towards Public transport on the Peninsula; Mount Edgcumbe Classic Car show, August, diversion route is being reconsidered to include Crafhole.
- **PA26/03396 13 Burns View, Parishioners raised the following concerns:** The diagram layout of the new builds on the Construction Method statement are incorrect; Haz Fencing had been erected originally on other side of garden from the demolition area; No phone contact for Construction Management Company MPP; Driveway access issues across privately owned drive of 13 burns View and damage to property (number 13 Burns View); Overlarge site Vehicles blocking driveways either side of site entrance, 6 wheels too large to gain access. Rubble illegally deposited on highway (Burns View). Demolition work commenced in breach of condition 4; No prior communication from owners re: site deliveries/ work commencing/noise; Neighbours not listed as consultees on Construction Method statement.
In response: The Parish Council has reported the breach of planning condition to Planning enforcement and the Planning Officer, together with photos and concerns previously raised. Pending enforcement officer's response from site. The Clerk noted correspondence from Mr Redshaw notifying that that demolition work on the swimming pool housing/shed was now complete and not part of planning application therefore condition 4 does not apply. The Clerk noted that The Parish Council is not listed as a consultee on the method statement. See full response item 6b **PA26/03396**
 - Letter from Mrs R Kent: Re:**PA26/02105** Cliffside, Finnygook Lane, Portwrinkle. Concern for stability of cliff and threat to road/future access for community beyond (further west). See item 6b below.
 - Letter received from the Kittiwake directors. RE: **PA26/03134** Non Material Amendment in relation to Decision Notice PA23/05505 dated 12.09.2023, to amend the roof access

arrangement. Westholme, Portwrinkle). Expressing concerns re: size of new roof amendment and lack of consultation; slow proceedings in overall schedule of works with further concern that work will commence at Whitsand Bay Hotel prior to the completion of this site. **In response:** This amendment was already covered on the agenda at the last meeting and supported, with no objections received. Cornwall Council contacts direct neighbours only- whose land shares a site boundary. **Clerk** to contact owner, Mr T Matthews, to highlight concerns and request update re: completion schedule for Westholme and plans for Whitsand Bay Hotel.

- **Georges Lane Pond. Temporary barrier fencing is now a hazard.** Cllr Lester will send photos to Clerk, Clerk to report to Antony Estate.
- **Defect Military road (Cliff road concerns).** Cllr Ewert advised that Highways are aware and it is not a threat to the cliff although does need repair. Awaiting funding/schedule

5. 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:

PA26/02105 Construction of new side extensions and loft space conversion to dwelling.

Demolition of existing garage and outbuildings and construction of new detached garage.

Location Cliff Side Finnygook Lane Portwrinkle Torpoint. Messrs John & Martin Nicholls. Cllr

Medway proposed, Cllr Jenkins seconded with All in favour to support this application subject to: a Cliff stability report ensuring that any foundation work/drainage design and additional weight during and after the build would not pose a risk to the cliff and sea defences directly below and to Finnygook Lane directly in front of the property – Finnygook lane is the only access road to the properties and harbour beyond. The area below is used to connect the two beaches at mid to low tide and the sea defences hold the line of erosion that threatens the community. A site construction method statement to be included with reference to logistics, size and weight of machinery and materials, plus parking - due to popularity of beaches/car park especially in summer and narrow road/lack of parking. Site vehicles etc should not prevent access on Finnygook Lane, or to/from the harbour and properties further west.

PA26/03396 Submission of details to discharge Condition 4 - Construction Method

Statement, in respect of Decision Notice (PA23/05369) dated (13.05.2024) 13 Burns View

Crafthole – It was resolved to issue an email request that the Construction Method Statement include:

- A contact telephone number(s) for MPP, Construction firm - to report issues that may cause immediate problems for neighbours, such as works vehicles obstructing the free movement of residential vehicles, to prevent a repeat of what has occurred recently. To encourage and enable communication between all parties to prevent issues arising and rectify problems promptly – which can escalate quickly due to restricted space in this residential Cul de sac.
 - On Section 6 page 4, to additionally include, along with the occupants of number 13 Burns View “the liaison with Mrs C Blackmore of 12 Burns View, for movements to and from her property to be coordinated with site representatives daily, due to the shared access of the driveway at the “site entrance”. Also, Mrs S Murch of number 1 Dawney Terrace whose driveway is adjacent to this entrance, to prevent loss of freedom of movement by vehicle.
 - To rectify the drawings on page 3, section 5 that show incorrect plans/orientation of the build adjacent to number 12 Burns View.
 - Correct and specific vehicle sizing/prior planning. 6 wheel vehicles are unable to access without causing damage to property at number 12 Burns View or potentially becoming stuck on this shared driveway.
- c) To receive Cornwall Council's decisions on the following planning applications.

PA26/03134 Non Material Amendment in relation to Decision Notice PA23/05505

dated 12.09.2023, to amend the roof access arrangement. Westholme, Finnygook Lane, Pending.

PA26/01322 Proposal Works to trees subject to a TPO - dismantling of 1 x Beech tree Location

Sconnerway, Polbathic. Applicant Mr Michael Wright F&W Forestry. Pending

7. HIGHWAYS MATTERS TO REPORT

- a) Overgrown, Chevrons and warning triangles, Polscoe hill. **Clerk** to report CC.
- b) Cllr Jenkins reported there had been a vehicle accident at the left hand Tredis Turn off from the old road (Polscoe). Noted.

8. DEFIBRILLATORS

- a) Tredis. EDF have cancelled the backdated charges; provided credit moving forward and a more appropriate contract. The Tredis defib can therefore remain in service 24/7. The Clerk has sent thanks to the MP, Anna Gelderd, and her team for their support in achieving this turn around. The Council thanked the Clerk for her perseverance.

9. FOOTPATHS

- a) Gold PROWs Footpath 1 & 5. Update re: Cornwall Council have re-confirmed that Footpath 5 (Ladywell) has funding for this financial year and will advise of the schedule. Footpath 1 will be reconsidered - along with all other footpath works- for the next financial year, due to priorities.
- b) **Clerk** to request all footpaths be cut.

10. CLIMATE RESILIENCE, FUTURE PROOFING FINNYGOOK LANE/PORTWRINKLE HARBOUR. Nothing new to report.

11. FINANCE

- a. The Vice Chair proposed, Cllr Lester seconded with all in favour, to approve the June payments, listed further below. **Cllrs Court and Lester** to authorise via online banking.
- b. Cllr Lester checked and signed the reconciled bank statements and ledger from May.
- c. Audit. Pending report from Internal Auditor. **Clerk** to schedule an extraordinary meeting in June.

12. OPEN SPACE/PLAY PARK.

- a) **Weekly maintenance/H&S** checks being completed by Maintenance.
- b) **Clerk** to contact contractor, to trim hedge within the interior entrance way.

13. FINNYGOOK BEACH SAFETY SIGNAGE. **Clerk** to forward proposal/ quote to Antony Estate, Mr Earle and Mr T Matthews.

14. CORRESPONDENCE RECEIVED.

- **Website submission query.** E Starling: Request for a regular Post Office mobile hub to visit the village hall car park. It was agreed to revisit this. **Cllr Lester** to investigate.
- **Dowr Glan campaign letter** requesting motion to formally declare "No Confidence" in South West Water (noted for next meeting's agenda).

15. MINUTES: Minutes of the ANNUAL Parish Council and Monthly Parish Council meetings held on Monday May 18th, 2026. Subject to correcting the attendance of councillors present, it was proposed, with all in favour who attended the meetings, to approve the minutes as being true and correct. Cllr Jenkins signed the minutes.

16. MATTERS ARISING FROM THE ABOVE PARISH COUNCIL MEETING MINUTES, which are not covered by an agenda item. The Parish Emergency Plan, **Cllrs Lester and Court** to provide copies to those listed on cascade below them. **New Bus Shelter**, installation at Kimberly Foster 8th July TBC. Varied Actions ongoing from previous meeting, due to brief time frame between meetings.

17. UPDATES FROM OTHER GROUPS- if not covered in the agenda –**Flower beds.** Pruned by **Cllr Stone.** **Telephone Kiosk Crafhole,** Cllr D Humphreys. **Clerk** to obtain Tourist information signs. **Tree Warden (Cllr Lester)** nothing to report. **Defibrillators** see item 7. **South East Cornwall CAP:** **Clerk** Cllr representative unable to attend. **RPPTUG. (Cllr Court) AGM and Public Transport meeting Thursday 25th of June at 6pm in the Sheviok Memorial Hall,** all welcome -senior figures

from Public transport will be in attendance. **Devolution: Car Park and Toilets.** No issues. Final white lines to be repainted (**Maintenance**).

18. All ITEMS FOR INCLUSION IN FUTURE MEETINGS. IT Policy/Audit. Letter from Dwr Glan.

19. ANY OTHER MATTERS. Reminder that the Summer dog beach ban restrictions will apply on the Harbour and Hoodny beaches July 1st -August 31st inclusive from 10am to 6pm. Enforcement Officer on patrol. **Clerk** to obtain replacement sign for Harbour wall/**Maintenance** to install.

20. DATE OF NEXT Parish Council Meeting, Extraordinary meeting of SPC for Audit approval TBC. Next Monthly meeting of SPC Monday 13th of July 2026, at 7pm TBC.

The Chair declared the meeting closed at 20.34

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

Telephone: 01503 232996 email clerk@sheviockparishcouncil.gov.uk A draft copy of the minutes from previous Parish Council meetings are posted at www.sheviockparishcouncil.gov.uk

PARISH PRECEPT ACCOUNT

June 2026 Payments to authorise plus direct debits to report and incoming received from May2026				
Pay who	For What/Description	Vat	net	Total
Sheviock Memorial Hall	Monthly rent Parish Council office Standing Order on 9th of each month Total for year April 1st 2026-March 31st 2027 £840.00			£70.00
Nancy Gray	Clerk's parish wage			
Nancy Gray	Clerk's expenses parish. Tavel expenses and stationary items.			£27.70
Gary Dyer	Enforcement wage			
Gary Dyer	Travel expenses Enforcement			£43.92
S Lester	Maintenance wage			
S Lester	travel expenses			£0.90
Autocross Euroshell Ltd	Manufacture supply and install new replacement bus shelter /Kimberly Foster (includes removal of old). Partial Grant application being filed.	£5,655.00	£1,131.00	£6,786.00
Direct Debit				
Lloyds (unity corporate card)	Parish credit card monthly payment for purchases as shown below			£152.28
	<i>Lloyds set monthly card fee</i>			<i>£3.00</i>
	<i>Amazon: PPE gloves. Face masks, ink, ink XL</i>			<i>£83.28</i>
	Unique Fire and Security. Panic Alarm office. Annual check plus parts.	£11.00	£55.00	<i>£66.00</i>
Unity Bank	set monthly banking fee			£7.00
Nest	Staff pension.			
INCOMING				£0.00

DEVOLUTION ACCOUNT

June devo payments to authorise Direct debits/incoming to report from May 2026				
Pay who	For what/Description	Vat	Net	Total
Nancy Gray	Devolution Clerk's monthly wage.			
Frances Jackson	cleaning wage 16hours			
Frances Jackson	Travel expenses			£81.00
Natasha Wilson	Cleaning services May includes bank hols			£230.00
Cheryl Sampson	Cleaning services			£36.00
Eric Mailer	Cleaning Services			£18.00
Bunzl	Bunzl inv 07/418723 for cleaning products and stock Public Toilets	£44.47	£222.37	£266.84
Flowbird Smart City	inv uk127-2026-0003358. New software customisation for revised increased summer tariffs, Strad anew label and time onsite labour (no additional call out as came to also complete maintenance. Not	£69.20	£346.00	£415.20
Direct Debits/payments to report				
Unity	Service charge set banking fee			£7.00
INCOMING	Post Office cash ticket machine revenue			£783.15
	Post Office cash ticket machine revenue			£276.35
	Just Park, online parking revenue			£1,530.01
	Post Office cash ticket machine revenue			£426.80