



Shevioc Parish Council

The Bill Warren Room, Shevioc Memorial Hall, Crafhole, Torpoint, Cornwall, PL11 3DG

Clerk: Mrs Nancy Gray. Telephone: 01503 232996 Email: clerk@sheviocparishcouncil.gov.uk

The Minutes of the meeting of Shevioc Parish Council, held on Monday, October the 12th 2026, at 7pm in the Kennedy Room, Shevioc Memorial Hall, Crafhole. Present: Councillors: Chair Cllr W Evans, Vice Cllr S. Medway, Cllr D Lester, Cllr P Stone, Cllr D. Humphreys. Parish Clerk Mrs N. Gray. There were no members of the Public present.

1. **APOLOGIES.** Cllr I Court, Cllr L Jenkins, Cornwall Councillor K Ewert.
2. **DECLARATIONS OF INTERESTS. AGENDA ITEMS:** Cllr Lester declared an interest in planning item 5b PA26/06529, as it is neighbouring property. None. **GIFTS** None
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.
 - Parishioners in Portwrinkle had raised concerns re: vegetation obstructing footpath for pushchairs, alongside the Eco house and Pampas grass obstructing visibility of oncoming traffic from the hill - where the road narrows. **Clerk** to contact the Eco House management team, to request it to be cut back.
 - The Clerk noted that Torpoint Community college has reopened the old YMCA in Torpoint. The Hall and exercise studio can be booked via: <https://torpointcc.schoolhire.co.uk/>.
 - A parishioner raised concerns regarding lack of planning permission for change of roof in Cross park. The Chair has advised that planning permission is not required as the change is only from red tile to slate tiles and not in a conservation area. The same was advised to residents in Cross park.
 - Cllr stone noted a partial wall collapse at the western edge of the Fish Cellars, onto Finnygook lane, nr the SWW Pump station. The rubble has been cleared from the road. Mr D Pengelly is making safe and organising repairs to stabilise the wall. CC was advised and attended; signage is up.
 - **Cornwall Cllr K Ewert had forwarded her monthly September update**
https://www.sheviocparishcouncil.gov.uk/data/uploads/605_1503050167.pdf
5. **PLANNING.**
 - a) To receive details of planning applications received after the agenda published. None
 - b) To resolve the Parish Council's response on the following planning applications received before the agenda was published: The Chair proposed, Cllr Lester seconded with All in favour to support this application together with the Listed application below **(Clerk to respond to CC planning)**
PA26/04872. Installation of pellet boiler and formation of new drive access Trethill House PL11 3BB Applicant Mr and Mrs Michael Batten. The Chair proposed, Cllr Lester seconded with All in favour to support this application together with the Listed application below **(Clerk)**
PA26/04873. Listed building consent for installation of pellet boiler and formation of new drive Access Trethill House PL11 3BB Applicant Mr and Mrs Michael Batten. (See above)
PA26/06529 Proposed rear porch, Foxhollow, Georges Lane Shevioc. Mr And Mrs C Hazeel. Cllr Lester had declared an interest and therefore did not participate. The Chair proposed to support this application with all in favour. **(Clerk to respond to CC planning).**
 - c) To receive Cornwall Council's decision on the following planning applications:
PA26/05556 Listed Building Consent for internal works to remove the existing heating system (radiators, oil boiler and oil tank) and installation of new panel heaters. Tredis House Barn, Tredis. Cllr Jenkins proposed with All in favour to approve this application. Pending

PA26/06030 -Non Material Amendment in relation to Decision Notice. dated 22nd July 2026 for the removal of inset dormer balcony in favour of traditional dormer with exterior cantilevered balcony, which will require minor layout changes at first floor level. Cliff Side Finnygook Lane Portwrinkle. PL11 3BP Applicant John & Martin Nicholls. Approved with no conditions.

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

d) NPS/Rame Cluster. Teams Meeting 19th October. Cllr Liz Jenkins to attend.

6. HIGHWAYS MATTERS TO REPORT

- a) Polscoe Hill/Tredis bend. Damaged Road Direction signage opposite Tredis Turn off. CC have assessed as not a risk to public but on list to replace. Strategic Road Safety Team have been on site re:road safety improvements. To be funded by CC for 2027-8 budget, if not before. Faded/worn road markings, noted.
- b) Saltash, Overnight tunnel closures (Monday – Thursday, 7.30pm – 6am) until the end of the year. Noted.
- c) Collision noted between 2 cars on A374 morning 13th October, A374, not far after Crafhole/Polpscoe hill turn off in direction of Terulefoot. Potential skiddy road/aquaplane.
- d) Poor visibility, Trewickle Lane emergence at Crossroads with B3247 (crossroads Horsepool Lane). Highways do not install mirrors. Previous mirrors broken during hedge cutting. **Clerk** to request that the hedging is cut back to improve visibility (Antony Estate).

7. FOOTPATHS

- a) Gold PROW 5 (Coombe Lane/Ladywell). Still awaiting the repair date for this financial year – Concern this will continue to be pushed back by CC, as per footpath 1. **Clerk** to draw up petition for urgent repair work to be placed in shop, **Cllr Evans** to confirm approval with shop committee.
- b) Footpath cuts: **Clerk** to organise final cut of all paths.
- c) Permissive footpath projects. CAP Highways Scheme potential funding in 2 years -time. **Clerk** to ask Highways what more information is required for Crafhole East path, following the positive Safety Review and if Shevioc PC can commence work on the A374 Shevioc route.
- d) **Clerk** to submit invoice for grass/footpath cutting services to CC for SLA grants.

8. CLIMATE RESILIENCE, FUTURE PROOFING FINNYGOOK LANE/PORTWRINKLE HARBOUR. S

Fault crack noted, cliff side of fence at the Gook in line with the Sauna. **Clerk** to advise the Gook cafe of this concern.

9. FINANCE

- a. The Chair proposed, Cllr Medway seconded with all in favour to approve the October payments, listed further below. **Cllr Lester and Cllr Medway** to authorise via online banking.
- b. Cllr Lester checked and signed the reconciled bank statements and ledger from September.
- c. Mid Term Budget report:

Parish Precept account, summary report

Predicted income, with precept is £29571.73. PC budgeted to spend £29572 -some purposely being allocated for building reserves for asset replacement. We have spent, in 6 months, £23,544.89. This may appear that we have used most of the budget already with only £6026 remaining, however: It includes £7338.57 of expenditure from planned reserves i.e. (£5655 for the bus shelter to come from the asset replacement/Parish plan reserves. £357.83 from contingency to be reimbursed by devolution budget for car park notice board. £1325.74 from the parish plan reserves for the safety review for the permissive footpath project for A374 and Crafhole East. Therefore £7338 expenditure can be allocated outside of the budget. We are pending receipt of grants (i.e. grass cutting /footpath grants. We are mostly on track although some of the individual budgets rose more than the 2.5% i.e. the external audit so will get a clearer picture heading forward but ample reserves to cover.

Devolution budget summary. Car Park Income at midway way through the year (after main summer season) is £26,802 gross, which is more than the entire gross revenue from the previous year £26456.82. By the same period last year the car park had earned £20726 gross. This increase is due to the tariff increase/good weather. We also received £758.35 in interest so far. We have spent £10,367.62 (net) (last year we had spent £8549 net by the same period, however the ticket machine contract was for a 2 year contract at £1200 this year to save money rather than a 1 year - so next year's budget will recoup this, plus costs have risen in general. This total income does not account for vat expenditure on the income at present (should be circa £4467) but this will be offset against vat expenditure, so final balance given at

end of year. Overall, we are where we want to be to ensure asset replacement funds/future maintenance and to accruing funds towards the Public toilet upgrade/and potential of small amount towards sea defences (reserves to help future proof car park/toilet and access to Portwrinkle).

d. Pensions Regulator. **Clerk** to complete redeclaration prior to Nov 4th

e. Annual Review of banking arrangement. Current signatories adequate, **Clrs Medway and Lester** to confirm removal of Mrs P Brooks, via online banking approval tick box, as not removed despite submission of paper form.

10. DEFIBRILLATORS

- a) Tredis Defibrillator. Reluctantly the Chair proposed, seconded by Cllr Medway to disconnect the 24/7 Public Access, unmetered Tredis Defibrillator cabinet, due to the recent additional and unsustainable data/admin fees applied: more than doubling the newly resolved contracted energy contract. Resolution had been sought via the local MP once more and OFGEM, but the billing system is not designed for small unmetered units. There are no Public buildings, businesses or street lamps within Tredis and within the Sheviok parish border on which to attach this unit. Monthly cost of £54 is unsustainable for the nominal consumption of energy and would threaten the budget for the 5 remaining parish defibrillators in respect of consumables (batteries, pads etc). This monthly charge is payable to EDF until the unit has been disconnected (£400) from the overhead wire and certificate submitted to EDF. Clerk to contact the National Grid to arrange disconnection. To
- b) Finnygook, replacement of Cabinet door. Door Arriving from PYREs Manufacturer direct France, clerk completing customs requirements EORI and LOA

11. **REMEMBRANCE DAY, PARISH POPPY DISPLAY. Clerk/Maintenance to organise during last week in Oct.** Memorial Hall will complete own section plus raise flag.

12. OPEN SPACE

- a. Annual Playground Inspection to take place within 9-12 weeks by Playpark Inspection Co.
- b. Maintenance to Carry out weekly H&S Checks.

13. CORRESPONDENCE RECEIVED.

- Cornwall Council scoping Consultation for the Local Plan. <https://letstalk.cornwall.gov.uk/cornwall-local-plan-scoping-consultation> Noted
- Forest for Cornwall Free tree giveaway: **Liskeard:** Saturday 14 November 2026, 10.00am-1.00pm. The Work shed, Fairpark Rd, PL14 4BA. Noted
- Consultation on Proposed Reduction of the Published Admission Number (PAN) for Torpoint Community College – 2028/29. Noted
- Mr Peter Cooke, Existing Memorial bench above Portwrinkle Harbour. **Maintenance** to repair and paint green, with paint in stock (reserves in asset replacement from previous donation).
- Mrs Sylvia Daniel's. Memorial Bench Portwrinkle, letter of thanks. New recycled bench now in situ

14. MINUTES:

Minutes of the Extraordinary Parish Council, planning meeting, Monday September 14th. The Chair proposed with All in favour who attended, to approve the minutes as true and correct. The Chair signed.

15. **MATTERS ARISING FROM THE ABOVE PARISH COUNCIL MEETING MINUTES, which are not covered by an agenda item.** Bus Shelters: **Clerk** to chase partial grant from CC. Portwrinkle bus shelter. **Maintenance** to assess roof for potential to paint/treat. Register of Councillor's Interests have now been re-published on the Cornwall Council website, link on Parish website on Councillor's page. The Dog Enforcement Officer will complete patrols in Crafthole. following increase reports of dog waste being left on the pavements. He is able issue on the spot fines – please clear up after your dog.

16. **UPDATES FROM OTHER GROUPS-** if not covered in the agenda –**Flower beds.** Leonard has agreed to weed sea wall and car park curb, to prevent damage. **Clerk** to check when the grass flowerbeds were last mown. **Tourist Information (old telephone Kiosk) Crafthole, Cllr D Humphreys.** Nothing to report. **Tree Warden (Cllr Lester)** see correspondence item 14 tree giveaway. **Defibrillators** –See item 10. **South East Cornwall CAP Oct 6th,** awaiting minutes. **RPPTUG** Cllr Court not at meeting. **Devolution: Car Park.** Legionnaires report mid-term report submitted by **Cllr Medway, Clerk/Maintenance** to act on recommendations re: insulation and lids for cold water tanks that are flushed regularly. **Clerk** to recontact Tamar Clean regarding treatment of interior walls of toilets.

17. **DATA PROTECTION POLICY REVIEW.** The Chair proposed, with All in favour to adopt. **Clerk** to publish on website.
18. **ALL ITEMS FOR INCLUSION IN FUTURE MEETINGS.** To consider Precept Budget. Parish Christmas tree.
19. **DATE OF NEXT Parish Council Meeting,** Monday 9thth of December 2026, at 7pm TBC.

The Chair declared the meeting closed at 19:51

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

Oct 2026 Payments to authorise plus direct debits to report and incoming received from Sep2026				
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	Parish Clerk's wage			
Nancy Gray	Clerk's travel expenses parish. Tavel expenses			£5.50
Gary Dyer	Enforcement wage			
Gary Dyer	Travel expenses			£73.81
S Lester	maintenance wage			
S Lester	travel expenses 4miles @£0.55 per mile = plus £2.20 plus drill (bought 2nd hand for concrete holes for benches.			£33.78
EDF	Tredis defib. Charge for defibrillator cabinet. October. Includes the recently added/ disputed Transmission and agent service provider charges at £29.47.			£52.58
NBB recycled furniture	Replacement /upgrade of memorial bench Portwrinkle. (Received donation as noted in September's incoming)	£132.30	£661.50	£793.80
Western Web Ltd	Annual renewal of webspace with SSL certificate and content management Licence. In	£16.00	£80.00	£96.00
Dean Leonard	CC amenity areas cuts Sep invoice 838			£100.00
Dean Leonard	Parish Amenity areas cut September inv 837			£300.00
Torpoint First responders	PENDING: First responders donation pending (following CPR training) still awaiting new bank details			£100.00
PYRES	Foreign Transfer processed to report: PYRES.com AIVIA. Replacement door for parish defib cabinet at the Finnygook plus shipping from France . Payment via overseas transfer form (Unity). 149 Euros			£130.15
	Foreign transfer fee for above			£20.00
Direct Debit				
Lloyds (unity corporate card)	Parish credit card monthly payment for purchases as shown below			£11.99
	<i>Lloyds set monthly card fee</i>			<i>£3.00</i>
	<i>Epson cyan ink</i>	<i>£1.50</i>	<i>£7.49</i>	<i>£8.99</i>
Unity Bank	set monthly banking fee			£7.00
BT	quarterly business, internet/ phone	£79.38	£396.90	£476.28
Nest	Staff pension, includes employee contribution taken from wage (devo and parish wage combined - to be part reclaimed form devo budget at end of year)			£118.83
INCOMING				£735.00
Cornwall Council	second half of precept			£13,672.50
Interest	Precept savings			£143.06

DEVOLUTION ACCOUNT

Oct devo payments to authorise Direct debits/incoming to report from Sep 2026				
Pay who	For what/Description	Vat	Net	Total
Nancy Gray	Clerk's devolution hours, wage			
Frances Jackson	cleaning wage			
Frances Jackson	Bus travel expenses to /from Portwrinkle.			£84.00
Natasha Wilson	Cleaning services			£198.00
Cheryl Sampson	Cleaning services			£54.00
Bunzl	Cleaning supplies and stock/toilets inv 07/427537	£21.92	£109.59	£131.51
Cornwall Council	SLA parking enforcement visits Sep 8100719902			£72.85
Dean Leonard	Portwrinkle seafront cut grass x 2 September 839			£50.00
Direct Debits/payments to report				
Unity	Service charge set banking fee			£7.00
INCOMING (Gross income)	Post Office cash ticket machine revenue			£1,185.70
	Post Office cash ticket machine revenue			£743.60
	Post Office cash ticket machine revenue			£448.35
	Post Office cash ticket machine revenue			£242.20
	Post Office cash ticket machine revenue			£441.60
	Just Park online parking revenue			£3,508.18
R Woodley	Resident Winter parking permit			£5.00
Interest	Business devolution account			£382.17