

Sheviock Parish Council

The Bill Warren Room, Sheviock Memorial Hall, Crafthole, 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, November the 9th 2026, at 7pm in the Kennedy Room, Sheviock Memorial Hall, Crafthole. Present: Councillors: Chair Cllr W Evans, Vice Chair, Cllr I Court, Cllr L Jenkins, 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 S. Medway, Cornwall Councillor K Ewert.
2. **DECLARATIONS OF INTERESTS. AGENDA ITEMS:** 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.

- Parishioner from Tredis had asked for "clear up after your dog" signage. Clerk passed Cllr Jenkins some small signs.
- Invite to: **Remembrance Service**, Sheviock Church, 10:45, Weds 11th Nov. Vice Chair **Cllr Ian Court** to attend and lay wreath. **Poppy display**. Thanks were noted to a local resident who had paid for and erected the large poppy display on posts throughout Crafthole; the smaller wooden display was erected by the Parish Council and Mrs Paula Brooks with help from her grandsons. **Clerk/Maintenance** to remove wc 16th Nov.
- **Fireworks Burns View.** The Chair and Cllr Humphries had received complaints regarding an un-notified large scale, firework display in Burns View, which had caused upset to many pets to pets, with one dog going missing overnight. **Clerk** to write to Mr and Mrs Redshaw to cover the issues caused and request advanced warning for nearby residents regarding any future displays.
- **Location of Parish Christmas tree.** It was agreed that the Parish Council take this on and consider relocating it to the village shop/entrance to Memorial Hall - due to difficulties with obtaining suitable power and the exposed/windy area of the cross roads. **Clerk** to check risk assessment/Insurance. **Chair** to contact Memorial Hall committee for permission and organise sponsors/obtain tree. It was agreed, with All in favour to donate £50 towards the project under power S137.
- **Firing times Tregantle.** Response received from MOD via Cllr K Ewert re: specific Firing Times no longer Published. Specific dates now appear only on the main gate, otherwise blanket coverage 9-4:30pm for potential firing due to training demands. Further contact details on their website: **https://www.gov.uk/government/publications/tregantle-firing-notice** Or tel 01752 822516
- **Cornwall Cllr K Ewert had forwarded her monthly September update https://www.sheviockparishcouncil.gov.uk/data/uploads/608_492893991.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**: PA26/06936** Application for a Lawful Development Certificate for an existing yurt and its use as a temporary living accommodation, Higher Tredis, Fiona Cox. The Chair proposed, Cllr Stone seconded with All in favour to support this application **(Clerk to respond to CC planning)**

c) To receive Cornwall Council's decision on the following planning applications:
PA26/04872. Installation of pellet boiler and formation of new drive access Trethill House PL11 3BB Applicant Mr and Mrs Michael Batten. Pending

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. Pending
PA26/06529 Proposed rear porch, Foxhollow, Georges Lane Sheviock. Mr And Mrs C Hazeel**.** Pending
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. Approved
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. Refused, advice given by CC.

d) NPS/Rame Cluster. Clerk to email Cluster parishes, noting previous decision to make NPS with Cluster on condition that Primary residence clause is included, if not in agreement Sheviock PC will create a singular Parish NPS. Deadline October 2027. IT was agreed to draw on the existing Rame NDP and parishioner feedback.

6. HIGHWAYS MATTERS TO REPORT

a) Polscoe Hill/Tredis bend. Damaged Road Direction signage opposite Tredis Turn off. Work pending schedule for road safety improvements. To be funded by CC for 2027-8 budget. Clerk has requested Antony Estate to cut back hedging.

b) Road closure: Road From Dunn Hill To Junction By The Woodlands, Sheviock. 9th December (08:00 to 18:00 hours (Open Reach) and 09:00 -17:00 on the 15th of December (Widernet) between properties known as Homeleigh and The Woodlands. Open reach, Pole replacement. Alternative route signposted and access to immediate homes permitted.

7. FOOTPATHS

a) **Permissive footpath projects.** Awaiting response from Highways re: permission to use grass verge of A374 in Sheviock, following the positive Safety review. Crafthole East permissive footpath project to be an agenda item to: resolve which route of path to potentially proceed with, as outlined in the Safety review to progress with CAP Highways Scheme potential funding in 2 years' time. **(Clerk)**

b) Gold PROW 5 (Coombe Lane/Ladywell). No response again regarding confirmation of repair date, promised for this financial year. **Clerk** has drawn up petition (to Cornwall Council for urgent repair work) to be placed in shop from Tuesday 10thth of November. Request sent to Antony Estate re fallen trees across lower section.(pending removal).

c) Narrowing of Footpath 12 to Finnygook beach. **Clerk** to request contractor to cut back bushes/small trees.

d) All in favour to give final cut to all footpaths **(Clerk)**

e) Noted, foliage trimmed along footway (A374) opposite church Sheviock . **Clerk** to feedback to CC Highways that it needed a better cut and clearance of debris at end of footway.

8. CLIMATE RESILIENCE, FUTURE PROOFING FINNYGOOK LANE/PORTWRINKLE HARBOUR.
Fault crack, cliff side of fence at the Gook in line with the Sauna concern has been reported to landowner. Mr Earle has confirmed this is being monitored and will take action to make arrangements should changes be seen.

9. FINANCE

a. The Chair proposed, Cllr Lester seconded with all in favour to approve the November payments, listed further below. **Cllr Lester and Cllr Court** to authorise via online banking.

b. Cllr Stone checked and signed the reconciled bank statements and ledger from October.

c. Grass and footpath cutting budget. It was agreed to increase this within the draft 2027-8 budget, due to potential cuts/clearance for additional permissive footpath along A374. Grass cutting contract to be an agenda item to approve draft for 2027-2029 **(Clerk). Clerk** to get details re: courses covering contractors working alongside A roads.

d. Draft Budget and Precept charge, for April 1st, 2027 - March 31st, 2028. It was agreed that, even with reductions applied to certain budgets it was still necessary to increase the precept budget due to increased costs this year, plus projected 3.4 % inflation combined with upcoming parish plan projects and the additional permissive footpath cuts. To discuss prior to finalisation in December. The parish precept charge is currently average in comparison with all other Cornwall parishes and lower than the surrounding parishes. **Clerk** to compile second draft to circulate prior to Approval at December meeting.

10. DOG ENFORCEMENT. Additional patrols appear to have had a positive effect. **Clerk/All/Enforcement Officer** to monitor.

11. OPEN SPACE

a. Gym Equipment. Another Limiter is beginning to fail. **Clerk** to report to Fresh Air and Fitness to rectify.
b. **Maintenance** to continue conducting weekly H&S Checks.

12. CORRESPONDENCE RECEIVED.

- CALC: Winter Preparedness & Community Resilience. Briefing by Cornwall Council on Wednesday 18 November 2026 at 11am. Teams meeting**. Cllrs Jenkins & Lester** to attend. Certain parishioners can opt to join the Priority service register: https://www.thepsr.co.uk/ - a free service helping more vulnerable customers receive support if gas, water or electricity is interrupted. **Clerk** to add agenda item for Dec: Addition to Emergency Plan/community resilience.
- Report of Fly tipping, Horsepool Lane. Cleared.
- Email from Torpoint Town Council: Response from Tamar Crossing re continued disruption to Ferry services and inadequate toilet facilities. **Clerk** to compose letter to Tamar Crossings, copying in Torpoint Town Council, confirming disruption over summer to parishioners and supporting the need for consistent three ferry service and toilet facilities as per the letter/questions posed by Torpoint Town Council.
- Cornwall Council. Advice during storms, to encourage residents to report fallen trees/blocked roads direct www.cornwall.gov.uk/report-something .

13. MINUTES:
Minutes of the Extraordinary Parish Council, planning meeting, Monday October 12th. The Chair proposed with All in favour, who attended, to approve the minutes as true and correct. The Chair signed.

14. MATTERS ARISING FROM THE ABOVE PARISH COUNCIL MEETING MINUTES, which are not covered by an agenda item. **Poppies: Clerk/Maintenance** to remove wc16th Nov. **Bus Shelters**: Portwrinkle bus shelter. **Maintenance** to assess roof for potential to paint/treat **(pending**) **Maintenance** to clear gutters Sheviock shelter.

15. UPDATES FROM OTHER GROUPS- if not covered in the agenda –**Flower beds. Cllr Stone** continuing to maintain beds. Mr D Leonard has weeded sea wall and car park curb, to prevent damage. **Tourist Information (old telephone Kiosk) Crafthole, Cllr D Humphreys.** Nothing to report. **Tree Warden (Cllr Lester)** nothing to report **Defibrillators: Maintenance** to attach replacement cabinet door at the Finnygook. Tredis Defib: EDF have now agreed to absorb additional pass through charges until end of contract(August 2027) and reimburse any payments already made, **Clerk** has cancelled the disconnection process. **South East Cornwall CAP. RPPTUG** Cllr Court noted concerns regarding number 75 bus route. "Use it or lose it!." **Clerk** awaiting response re: digital display time table at the Crossroads Crafthole. **Devolution (Cllrs Stone & Medway): Car Park. Ticket machine:** coin slot now replaced**. Flush - Men's Toilets**, repaired by Maintenance**. Clerk** to respond to Tamar Clean re: their offer of a free treatment to the interior walls of toilets/potential mention in the parish newsletter under the Chair's report. **Clerk** to contact "Mr Fix it" re: insulation of cold water tanks/covers/ investigate options. **Toilet windows**: It was agreed not to go ahead with quote (for £178 plus vat) to replace rusted locks and hinges. **The Chair** offered to repair hinges for free only charging cost of parts, circa £20. It was agreed that locks are not required.

16. ITEMS FOR INCLUSION IN NEXT MEETING. Parish Precept, Community winter Resilience/Emergency Plan.

17. DATE OF NEXT Parish Council Meeting, Monday 14th of December 2026, at 7pm TBC.
The Chair declared the meeting closed at 20.25
Nancy Gray, Parish Clerk, Clerk's Office, Sheviock Memorial Hall, Crafthole, 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

Nov 2026 Payments to authorise plus direct debits to report and incoming received from Oct 2026				
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. £5.50 and office stock , paper, envelopes pens, wall			**£21.21**
Gary Dyer	Enforcement wage			**£95.96**
Gary Dyer	Travel expenses 6 return trips of 12.2 miles at £0.55 per mile			**£40.26**
S Lester	Maintenance wage £15.50 x 5.5 (rate of pay per hour needs review at meeting as not a set Gov PayScale so have to agree own inflationary rise -separate from any potential pay rise per hour increase as not had appraisal as yet).£85.25 -£16.40 tax total 68.85.			**£68.85**
S Lester	Travel expenses 8miles @£0.55 per mile			**£4.40**
Keune Nagel collection via customs of Defib cabinet door.	Collection via customs and customs clearance of Defib cabinet door. Customs clearance £50 which included payment of vat on defib cabinet door at customs (£25.54) plus £50 finance facility fee plus payable vat on customs clearance service fees. Inv DTY008902576C	£10.00	£125.54	**£135.54**
Western Web Ltd	Renewal of Cloud email account for sheviockparishcouncil.gov.uk . To cover the period from 18/11/26 to 17/11/27 inv 25744	£15.40	£77.00	**£92.40**
Dean Leonard	CC amenity areas cuts OCT invoice 852			**£100.00**
Dean Leonard	Parish Amenity areas cut Oct inv 851			**£300.00**
Direct Debit				
Lloyds (unity corporate card)	Parish credit card monthly payment for purchases as shown below			**£84.87**
	Lloyds set monthly card fee			*£3.00*
	Avast online security	*£9.17*	*£45.82*	*£54.99*
	Avast driver update	*£3.58*	*£17.90*	*£21.48*
	ANNA. ADMIN online VAT submission card payment	*£0.90*	*£4.50*	*£5.40*
Unity Bank	set monthly banking fee			**£7.00**
HMRC	quarterly PAYE			**£611.13**
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)			**£85.27**
INCOMING				
Nest	Reimbursement following correction of figure from previous month.			**£42.00**

DEVOLUTION ACCOUNT

Nov Devo payments to authorise Direct debits/incoming to report from Oct 2026				
Pay who	**For what/Description**	**Vat**	**Net**	**Total**
Nancy Gray	Clerk's devolution wage			
Frances Jackson	Cleaning wage			**£266.00**
Frances Jackson	Travel expenses			**£111.00**
Natasha Wilson	Cleaning services			**£180.00**
Cheryl Sampson	Cleaning services			**£36.00**
Cornwall Council	SLA parking enforcement visits Oct 8100733438			**£28.98**
Dean Leonard	ad hoc seafront work weeding wall/car park/ hedge cutting outside toilets and beach footpath ad hoc. Inv 855			**£240.00**
Dean Leonard	Seafront grass cut x 2. inv 853			**£50.00**
SWW Source for business	Quarterly water and sewerage Portwrinkle Toilets			**£668.43**
Direct Debits/payments to report				
HMRC	Quarterly vat			**£1,060.67**
Unity	Service charge set banking fee			**£7.00**
INCOMING (Gross)	Just Park (car park)			**912.30**
	Post Office cash deposit ticket revenue			**711.65**
	S Wakefield, residents parking permits			**10.00**
	Post Office cash deposit ticket revenue			**229.80**
	Post Office cash deposit ticket revenue			**463.00**
	Post Office cash deposit ticket revenue			**198.70**
	Mr Kilbride winter parking permits			**30.00**