

SHEVIOCK PARISH COUNCIL

The minutes of the meeting held on Monday 13th September 2010 in the Chapel School Room, Craffhole at 7.00 PM.

PRESENT. Councillors C K Kennedy Chairman, J M Snowling Vice Chairman, Councillors Mrs D Mathias, Mr P Nicholas and Mr P Harrison. There was one member of the public present.

PUBLIC PARTICIPATION.

Public Participation was included under Agenda Item 4.

1. APOLOGIES.

Apologies were received from Councillor G Trubody and the Police.

2. DECLARATIONS OF INTERESTS.

There were no declarations of interest on agenda items or gifts over £25.00p.

3. POLICE REPORT.

There was one crime reported in the Parish during the last month namely theft of an oil tank from Homeleigh, Sheviock.

The Chairman drew attention to a car photographed parked in a hazardous manner in West Lane, Craffhole. It was agreed that a letter should be written to the Community Police Officer requesting that appropriate action should be taken.

CLERK

The Parish Website is now linked to the PACT Website as agreed with the Police. However the reciprocal link from the PACT Website to the Parish Website has not been implemented. The Chairman will follow this up.

CHAIRMAN

PCSO John Rigall (Torpoint Police) has been requesting information on an alleged noisy motorbike in the area. Following local reports, it was agreed that the PCSO be advised that the alleged motorbike was generally in the area between 7.30 PM – 8.00 PM.

CLERK

4. RESPONSE TO PUBLIC PARTICIPATION.

It was proposed by Councillor Nicholas, seconded by Councillor Snowling and resolved unanimously that Standing Orders be suspended at 7.16 PM for Public Participation.

Mr J Earle briefed the Council on his amended plans for the kiosk in the East Car Park, Portwinkle. This involves a 5 ft extension to the road side of the proposed kiosk and will include a disabled toilet open to members of the public.

No members of the public attend the Parish Council Surgery on Saturday 11th September 2010 at the Whitsand Bay Hotel.

There were two items on the Parish Council Website Forum which would be covered later in the meeting.

It was proposed by Councillor Nicholas, seconded by Councillor Mathias and resolved unanimously that Standing Orders be re-instated at 7.28 PM ending Public Participation.

5. PLANNING.

Minutes of the Special Planning Committee held on Friday 23rd July 2010 – Bluebell Cottage: Construction of two storey rear extension (demolition of existing single storey extension) - PA10/03879. The Chairman confirmed with members that they had all received the draft minutes and they had all agreed they were an accurate record by e-mail. The Minutes were signed by the Chairman.

Minutes of the Special Planning Committee held on Saturday 4th September 2010 - Land pt Os 1522 Higher Tredis Sheviock: Installation of 11kw Gaia turbine on free-standing 18 m, high steel mast. PA10/04698. The Chairman confirmed with members that they had all received the draft minutes and they had all agreed they were an accurate record by e-mail. The Minutes were signed by the Chairman.

To receive notices of decisions on Planning Applications.

- 10/00322/FUL Construction of porch Ivy Cottage, Portwinkle – Approved.
- 10/00601/FUL Construction of single storey infill extension Methodist Church Craffhole, – Approved.
- 10/00415/FUL Construction of extension on land 1 Burns View, Craffhole – Approved.
- 09/01622/FUL formation of two-storey 4 bedroom dwelling Kerslake House Sheviock non- material amendment – Approved.
- 10/00420/FUL Construction of first floor balcony with spiral staircase to ground level decking 47 Whitsand Bay View, Portwinkle – Approved. It was noted that the Parish Council did not support this application.
- 10/00641/FUL Construction of dwelling, Land rear of Thaday, Finnygook Lane – Refused.
- 07/00933/FUL Construction of extension 7 Dawney Terrace, Craffhole – Approved.
- 10/00732/LBC Listed building consent for extension Whitsand Bay Hotel – Approved.
- 10/00656/FUL Construction of extension Whitsand Bay Hotel – Approved.

- 10/00754/FUL Construction of new cafe/kiosk East Car Park Portwrinkle. Proposed amendment to the application – 5 ft extension towards the road to incorporate a disabled toilet open to the public. It was proposed by Councillor Mathias, seconded by Councillor Snowling and resolved unanimously to support the amendment to the existing planning approval.

New plans received include:

- Finnygook Inn Fence – documentation on the Appeal. Enforcement is in abeyance as the applicant has appealed. Cornwall Council have until 1st October 2010 to respond to the Inspector. The Parish Council need to respond to Cornwall Council as soon as possible. It was noted that in the appeal the Parish Council's original concerns b, c and d had been disputed by the applicant. Policy and Access points had not been disputed. It was agreed that the Parish Council's response should re-enforce the original concerns b, c and d. The Parish Council should also note that as the fence is adjacent to the highway it should be no higher than one metre. The applicant has not made an argument for a higher fence. **CLERK**
- Bluebell Cottage, Crafhole – amended plans had just been received and would be circulated to Councillors. The Chairman will deal with this application as Councillor Mathias has a conflict of interest.

6. MINUTES OF THE MEETING HELD ON 12TH JULY 2010

After one minor amendment was noted, changing Hilary Campos to Henry Campos, the minutes were proposed by Councillor Snowling, seconded by Councillor Nicholas and carried unanimously. The Chairman signed the minutes.

7. MATTERS ARISING FROM THE MINUTES

The village water pump is to be painted black.

Clear signs needed to be placed on the two bus stops in Crafhole to avoid confusion, particularly for visitors.

Geoff Cadwallader is to be asked to contact First to arrange for the signs to be implemented.

COUNCILLOR HARRISON

The asbestos at the top of the field adjacent to the B3247 has been removed but the sign remains in situ. Paul Cressy to be asked to remove the sign. **CLERK**

Progress with the review of the Parish Plan was discussed. There remains uncertainty over the way ahead for Parish Plans but it was agreed that the action should continue. The following items should be completed:

- Planning and Design Statement
- Transport/Highways Priority List
- Review what is outstanding in the Parish Plan

COUNCILLORS SNOWLING AND NICHOLAS

Wacker Quay – Councillor Nicholas will attend the next meeting on Monday 20th September 2010.

COUNCILLOR NICHOLAS

The Clerk's enrolment in the CALC training to be cancelled and the sum of £200.00p to be returned. **CLERK**

8. QUALITY STATUS – CHAIRMAN

Councillor Snowling proposed, Councillor Nicholas seconded and carried unanimously that the following Policies and Procedures issued at the last meeting be adopted.

- Financial regulations;
- Grievance procedure;
- Disciplinary Procedure;
- Health and Safety Policy;
- Financial Risk Assessment Schedule;
- Code of Practice for dealing with Complaints;
- Dealing with the press and media policy.

Councillor Nicholas proposed, Councillor Snowling seconded and carried unanimously that the Standing Orders as on the Parish Website and circulated over the past two months be adopted. The Clerk to check grammar and spelling. **CLERK**

Councillors to review the following documents for agreement at the next meeting:

- Terms of Reference Planning Process and Procedure
- Terms of Reference Selection and Appeals Committee
- Terms of Reference Employment and Disciplinary Committee

9. REPORT OF APPOINTMENT OF TWO NEW CONCILLORS – CHAIRMAN

No nominations have been received for the election. As an election has been requested, the Parish Council cannot co-opt persons onto the Parish Council. The election process must therefore continue. Councillor Snowling proposed, Councillor Nicholas seconded and carried unanimously that a note advertising the election be distributed to every house in the Parish for the next round of the elections. **CHAIRMAN**

10. NEW CLERK - CHAIRMAN

Advertisements have been published and 3 people have expressed interest in the post.

11. LTP3 PROPOSAL – CHAIRMAN

The Parish Council completed the survey.

12. CORRESPONDENCE.

Further correspondence had been received from a resident of Portwrinkle concerning shredded plastic on the beach at Portwrinkle. To take the matter further photographs of the plastic will be requested from the resident.

CLERK

The Caradon RNLI Lifeguards will also be asked for their assistance.

COUNCILLOR HARRISON

The same resident had also complained about the fly-tipping of rubbish that had been dumped adjacent to a lane-by at the top of Finnygook Lane. The Chairman will respond making the following comments:

- Care should be taken when making accusations about a person in the Parish to ensure the correct person has been identified.
- The Chairman has spoken to the person responsible for the fly-tipping and has been assured that the fly-tipping will cease.
- The parcel of land in question is not private property but part of the highway and owned by Cornwall Council.

CHAIRMAN

A meeting has been provisionally arranged for Monday 11th October 2010 with Mr Peter Moore from Cornwall Council to discuss speed limits on the A374. The proposed meeting would involve:

- Rame Cluster of Parishes, St Germans Parish Council and Torpoint Town Council
- Start in the Chapel School Room, Craffhole at 9.30 AM.
- Continue at the A374 in Sheviock
- Conclude with a public meeting in St Mary's Church Sheviock at 11.00 AM.

The proposed meeting is to be confirmed.

CLERK

The Council agreed to support St Germans Parish Council's complaint to the Area Highways Manager about the condition of slow sign on the A374 adjacent to the entrance to Sconner House.

CLERK

13. FINANCE.

The following cheques were proposed by Councillor Mathias and seconded by Councillor Nicholas. Carried.

Cheque No 100890 £775.62 Caroline Crawford Clerk's salary for July and August

Cheque No 100891 £15.14 Caroline Crawford Clerk's expenses for July and August

Cheque No 100892 £120.00 Memorial Hall rent for Clerks office July and August 2010

Cheque No 100885, 100886, 100887 £276.00p Oak Johnson Path Clearance Work (invoices 3rd and 26th August) Roadside Verges Work (invoices 3rd and 16th August)

Cheque No 100888 £365.75 A R Morby Invoice for cutting Parish Grass April to July

Cheque No 100889 £543.13 Cornish Times Group invoice for Job Advertisement

It was decided to defer the purchase of a laptop as a back up system and for electronic incoming correspondence until the new Clerk arrives in post.

It was proposed by Councillor Snowling and seconded by Councillor Nicholas to purchase a Laminator. **CLERK**

14. ITEM OF CONFIDENTIALITY TO BE DISCUSSED WHEN MEMBERS OF THE PRESS AND PUBLIC ARE EXCLUDED.

It was decided that if the ownership of a parcel of land within the Parish was not designated as a public highway, then Cornwall Council be requested to inform the Parish Council before any other organisation.

CLERK

15. ITEMS FOR INCLUSION IN FUTURE MEETINGS.

Provision of grit bins.

16. DATE OF NEXT MEETING.

The date of the next meeting was fixed for Monday 11th October 2010.

The Chairman closed the meeting at 9.37 PM.

Caroline Crawford, Clerk, Clerk's Office, Memorial Hall, Craffhole PL11 3DG 01503 232996