

SHEVIOCK PARISH COUNCIL

The minutes of the meeting held on Monday the 09th of May 2011 in the Methodist Church School Room, Craffhole at 7.12 PM after the Annual Parish Meeting.

PRESENT: Councillors C K Kennedy Chairman, Vice Chairman M Snowling, Councillors, , Mrs D. Mathias, Mr P Harrison, Mrs K Baker and Mr S. Medway plus there were 2 members of the public present.

MINUTES

1. APOLOGIES.

Received: The Police

2. DECLARATIONS OF INTEREST: 1 AGENDA ITEMS: Item 9. Dog Control Order. As Dog Owners, Councillors Baker, Kennedy, Mathias, Medway and Snowling declared a personal interest

3. POLICE REPORT: There have been two crimes within the Parish between 09/04/11 and 06/05/11. 1x Theft of from a motor vehicle at Portwrinkle Car park and 1 x Criminal damage at Sheviock Lane. Clerk to post notice of forthcoming changes to local policing team on notice boards **Clerk**
7:14pm Councillor P Nicholas arrived

4. PUBLIC PARTICIPATION: Councillor Mathias proposed to suspend standing orders for a public debate, Councillor K Baker seconded and standing orders were suspended at 7:15pm Public Participation commenced at 7:15. The following points/questions were raised:

- a. A public forum letter had been received on the Parish Website regarding overflowing public bins at the top of Finnygook beach (path 12) and at the Children's playground in Craffhole.
- b. A letter has been received from a parishioner Mrs Julie Bates suggesting a Blue Bag or bucket scheme to aid litter picking from the Portwrinkle beaches and asking if the Parish council could get involved as Cornwall Council could not proceed.
- c. Mr Paul Phillips came to discuss /follow up his letter with regard to Aprils Parish Council meeting and expressed the following concerns:
 1. When he asked the Parish Council if they supported the new planning designs with regards to the cafe application PA10/06505 café/kiosk/Portwrinkle he says he was "Told, that the Parish Council had not seen them and it was only an amendment and completely out of the Parish Council's hands". He was therefore surprised to hear at the Public meeting the Parish Council say that they initially objected to the height increase but then approved it when the roof was lowered.
 2. He expressed his shock by "the lack of knowledge from the Parish Council with regards to the major planning application (ie.the 21 houses) bordering the hotel, as this has a direct effect with parking problems in Portwrinkle as he believes 18 spaces have been designated from the beach car park to the development. In his view the Parish Council have, therefore, approved a development without taking the full picture into consideration and also been unaware of the fact that the cafe needed a complete new application".
 3. He was disappointed by Councillor Nicholas's general attitude and demeanour at the first meeting. Stating that "Whilst we were discussing points on the case, he continually shook his head in a rather nonchalant manner as if anything that anyone was saying was rubbish, when in fact the opposite seemed to be the case.
 4. He appreciated the openness from the Parish Councillors at the Public meeting but felt it was forced upon them by their lack of knowledge which surely must improve.

5. Mr Phillips suggested the possibility of serving teas and coffees to volunteers after a set date, beach clean.

e) Mr M Hardy has written to the planning enforcement officer regarding PA10/06505 cafe/kiosk Portwrinkle and the use of terracotta roofing tiles. He states that a Grey slate ridge would have blended in with the sea unlike the orange terracotta tiles. This contravenes the original plans. He also said that the minutes from April's parish Council meeting did not fully represent the public debate that took place.

5. RESPONSE TO PUBLIC PARTICIPATION.

a) Overflowing Bins: This has been actioned by the clerk –the bins have since been emptied. It was also agreed to re-contact Chris James regarding the provision of summer wheelie bins. Mr Earle has agreed for them to be positioned on his land as usual.

b) Blue bag/Bucket scheme for beach litter picking: Councillor Harrison proposed and Councillor Nicholas seconded that a formal letter be sent to The Whitsand Bay Hotel and Jesse Earle asking if they would like to sponsor the scheme. Also a copy of this letter to be sent to the residents on the lower part of Finnygook lane providing them with information and the opportunity to also contribute towards the scheme should they so wish.

Clerk

c) In response to Mr Phillip:

1) Councillor Kennedy explained that none of the councillors had seen the amended plans but had initially objected to the height increase so were then told an enforcement order had been placed on it. The Parish Council then agreed in principle to support the lowering of the roof line only if planning and building regulations supported it. Councillor Kennedy emphasised that only the planning authority has the power to approve an application the Parish Council can only listen to what local people say and give a collective view either in support or as an objection.

2) Councillor Kennedy stated that the Parish Council is dependant upon information provided from Planning, the applicant and parishioners. It is the Parish Councils job to solicit views but not to act as Planning Officers. Being a Parish Councillor is a voluntary activity with certain time constraints.

3)Councillor Nicholas expressed his sympathy for Mr Phillips and stated that he was merely shaking his head as he was shocked and confused to hear the amount of conflicting reports and emails that had occurred between the planning authority and local residents, without it being passed onto the Parish Council. He pointed out that he and Councillor Kennedy had in fact sat down with Mr Phillips' father who had said that the building of 21 new houses would be beneficial to the hotel. He had also said that the roof height would be ok but wanted the boarding to go down to ground level. Since then there had been a meeting in the Whitsand Bay Bar of local residents to discuss the cafe but they had not invited a Parish Councillor.

Councillor Kennedy summarised by stating that the parish Council was still not happy at being kept in the dark via poor communication but that the Parish Council is not a planning authority.

Councillor Harrison Proposed that Councillor Mathias- as elected Parish planning officer – obtain an update regarding the current state of the old planning application for 21 new homes and parking in Portwrinkle in order to brief the councillors at the June Parish Council meeting.

Councillor Mathias

- d) It was agreed to forward Mr Hardy's original email to the enforcement officer with copies to Marshall Plumber and Ros Baker Planning East, and as it is in the Public domain, asking to be kept informed of the outcome. **Clerk**
- e) There was some discussion over the accuracy of the minutes of the previous Parish Council meeting regarding the Parish Council's position but the Chairman stated that he felt the wording explained that the Parish Council were surprised at the differences in information received by parishioners and the Parish Council, and that this was the reason a public meeting had been arranged to discuss it further with representatives from the planning authority.

It was proposed by Councillor Nicholas and seconded by Councillor Harrison that standing orders be reinstated at 7:40pm

6. PLANNING.

- I. To resolve new planning applications received -None
- III. To receive Parish Councils response to planning applications:
- PA11/02485 Mr & Mrs Wilkinson extension to existing balcony Kerkyra Whitsand Bay View - supported unanimously.
 - PA11/01198 Higher Trethill Barton, Trethill lane, Mr & Mrs Fisk. Rebuild and conversion of ruined stone building to garden room - supported unanimously
- IV. To receive notices of Cornwall Council's decisions on planning applications:
- PA11/01622 21 Whitsand Bay View Garage extension to side of dwelling. Mr M Harris – Approved with conditions –taken from Cornwall Council planning portal and weekly lists –no official news received. A response is to be sent to Mr Harris thanking him for cleaning the beach but stating that it is not a requirement to do so as the Parish Council bases their decision on planning alone. **Clerk**
 - PA11/01562 Land adjacent to Whitsand Bay Hotel, Finnygook lane Mr P Phillips. Approved with conditions -taken from Cornwall planning portal and weekly lists no official news received
 - PA11/01871 19 Cross park alterations and extensions to residential bungalow Mrs G Rubin –Pending consideration
 - PA11/01387, 3 Dawney terrace approved with conditions -taken from Cornwall planning portal no official news received.
 - PA11/01543 Mr. J Harrison land rear of Thady. Application refused -taken from Cornwall planning portal no official news received.
 - Following brief discussion it agreed that a letter be sent to planning advising them of development at Rock cottage.
- V. To resolve how to improve communication and transparency between the Parish council, the applicants and residents regarding responses/comments to planning applications: The Parish Council planning policy is to be amended to include issuing the Parish Council's decision direct to the applicant and neighbours as well as including a note that regardless of the Parish Council's support or objection, the final decision rests with the Planning Authority at Cornwall Council. Councillor Mathias to amend the policy and circulate it, prior to approval at the Parish Council Meeting in June. **Councillor Mathias**

7. MINUTES TO BE APPROVED AND SIGNED: Councillor Mathias Proposed, Councillor Medway seconded and the Minutes of the Parish Council meeting regarding the Dog order held on 21st of April 2011 were signed as a true record by the chairman. Councillor Peter Harrison Proposed, Councillor Peter Nicholas seconded and the Minutes of the Parish Council meeting held on the 11th of April 2011 were signed as a true record by the chairman.

8. MATTERS ARISING FROM THE MINUTES, which are not covered by agenda items

- Fly tipping newsletter article – Clerk to revise and forward to the editor **Clerk**

- Parishioners contention regarding planning in Portwrinkle: it was ascertained that the sea-side of Finnygook lane is allowed for development but not substantial development
- A374 –Councillor Trubody has advised the outcome of the further assessment concerning the speed limit between Polbathic and Sheviock as stated in Peter Moore’s email could be taken as an official acknowledgement.
- Village open space –Paul Cressy is supportive of expanding the existing play area but not sure the Parish can have that the whole area proposed, 14 metres deep behind Sheviock lane end and 37 metres deep middle barn end. He will take proposal to trustees.
Councillor Snowling mentioned the possibility of looking into levelling the triangular shaped field behind the memorial Hall to be used as village open space. Both areas are a possibility. To be an Agenda item in June.

Clerk.

- Notice Board, Portwrinkle. The Parish Council would like to thank Mr Terry Lightly for helping to put up the new notice board, Portwrinkle
- Letters regarding rubbish and parking, Portwrinkle. **Councillor Baker & Clerk to Distribute**

9. DOG CONTROL ORDER: The councillors resolved the wording, location and style of the Dog Control Order signs required – Clerk to confirm order. The chairman and clerk signed the Dog Control order, banning Dogs from The Harbour beach, Harbour and Slipway, Portwrinkle from Easter Day until October the 1st commencing on May the 17th 2011. A Copy is to be encapsulated at the top of the Harbour slipway and another retained within the clerk’s office. It was agreed that Councillors Snowling and Medway aid the clerk to fix the first signs in Portwrinkle on Monday 16th the remainder to arrive within the week.

Councillors Snowling & Medway/Clerk

10.THE PARISH PLAN: Councillor Medway provided an update of the current working plan. It was agreed to follow up Councillor Trubody’s email regarding free advice for communities to support neighbourhood planning offering a speaker for the cluster group, which could then feed into working group blueprint.

Ongoing working Group

11.PARISH EMERGENCY ACTION PLAN: The first issue is to be published on the 15th of May. And distributed to all Councillors, clerk, all village co-ordinators and the Community Network Manager. Clerk to send issue to all clerks within the cluster group with an offer of a councillor to brief them. There will be a need for a meeting with all co-ordinators, and to spread news within the newsletter/ public meeting.

Working group/Clerk

12. A374 problem of speeding motorbikes through Sheviock. A letter is to be sent to the Police asking for discussion with the Parish Council regarding the problems of motorbikes and speeding

Clerk/Councillor Harrison.

13. PATHWAY NUMBER 8 – A letter is to be sent to Mr David Woods, Footpath Officer from Cornwall Council regarding the former appeal of the section of footpath that has disappeared near to Higher Tredis house.

Clerk

14. WEBSITE- The new site should be up and running by the end of May.

15. UPDATES FROM OTHER GROUPS –Rame peninsula Public transport Users group: Councillor Harrison reported that Cornwall Council have “no intention of any changes”. The First group arrangement is due to expire in 2012 but technically expires in 2014 as put into action two years after agreement. There will be a push for multi operator ticket systems. Renewable Rame: Councillor Snowling to use 2 tickets for renewable energy event on 29th of July.

16. TO REVIEW COUNCILLOR TRAINING NEEDS –Clerk to collate councillor’s preferences from list of Training Seminars covering Planning provided by Cornwall Council. For each event the Parish Council

receive 2 councillor training tickets free and £5 thereafter.

Clerk/ALL

17. CORRESPONDENCE.

- COUNCILLOR SHADOWING SCHEME: Councillor Harrison Proposed, Councillor Medway seconded and it was carried unanimously that the councillor shadowing scheme be offered via Mrs. Barbara Snowling to the Sunday Club and that the Parish Council meet 50% of the cost reducing it to £15 per successful candidate. The intention is to encourage young people to become more involved in local Parish Council activities. **Councillor Snowling**
- LORRIES THROUGH CRAFTHOLE –Clerk to prepare note to parishioners to log all damage/repairs as they occur due to heavy traffic/vibrations passing. The Parish Council can then compile an evidence based complaint to Highways. A letter of response is to be issued to Mr McClaren stating that the Parish Councils policy is to push for a distribution centre at Trulefoot to stop 7.5 tonne lorries coming through. **Clerk**
- Pre –application Task group. Councillor Kennedy suggested that Councillors should keep an eye on the meeting notes as they come through **.All**

18. ANNUAL REVIEWS

- CODE OF CONDUCT
- FINANCIAL REGULATIONS
- FINANCIAL RISK ASSESSMENT
- STANDING ORDERS
- POLICIES AND PROCEDURES.

It was agreed unanimously to accept and adopt the amended versions. All were signed off by the chair except for the planning policy which is to be amended by Councillor Mathias for the next Parish Council meeting. Amended versions to be published on website. **Councillors Kennedy, Mathias/Clerk.**

19. FINANCE. Councillor Harrison proposed the following cheques to be raised, Councillor Nicholas seconded and agreed with one abstention. Councillors Snowling and Nicholas signed the cheques.

Chq 100948: Donation to C.H.A.T for Directory, £25

Chq 100949: CALC Annual Membership £199.90

Chq 100950: Mr Oak Johnson, Amenity Grass cutting, £65

Chq 100951: Mr Oak Johnson, Path Clearance, £15

Chq 100952: Deltor (Dog Bylaw rescinding advert) to reclaim from Cornwall Council, £54

Chq 100953, Councillor Kennedy, reimbursement for paying 123 Reg for 2 years worth of website Hosting£131.74

Chq 100954: Sheviok Memorial Hall, rent for clerks office, £60

Chq 100955: Mrs N Gray Clerks wage for April £371.13

Chq 100956: Mrs N Gray Expenses for May £43.58

- Incoming receipts

Precept £7500

Website advertising for year ending May 2011: Anthony Taxis £15

Website advertising for Year ending May 2011: Finnygook £15

- Audit –The accounting statements and audit were agreed upon unanimously and signed by the chair it was agreed to reclaim any outstanding VAT from September 2008 to current. Clerk to allocate time in August. **Clerk**

- ROYAL WEDDING COMMEMORATIVE MUGS –75were distributed free to children of the Parish under 16 years. 10 mugs have been sold in the community shop. A note is to be inserted in the Parish Newsletter stating there are mugs for sale in the village shop – **Councillor Snowling.**

The Parish Council expressed its thanks to Mr David Dunn for the idea.

20. ITEMS OF CONFIDENTIALITY

21. ITEMS FOR INCLUSION IN FUTURE MEETINGS. To approve the amended version of the planning policy.

22. DATE OF NEXT MEETING. 13th of June 7pm

The Chairman closed the meeting at 9:42pm

Nancy Gray, Clerk, Clerk's Office, Memorial Hall, CrafholePL11 3DG 01503 232996