

# ST MINVER HIGHLANDS PARISH COUNCIL

Parish Clerk: Amanda Lash, CiLCA

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3 June 2019

## TO MEMBERS OF THE COUNCIL:

Councillors: R Harris (Chair), V Darnell (Vice Chair), J Buse, M Dingle, B Gisbourne, M Parnell, A Vernon, N Wapshott, N Mably, D Hutley.

Dear Members

I hereby give you notice that the Meeting of St Minver Highlands Parish Council will be held on **Tuesday 11 June 2019 at Perceval Institute, St Minver at 19:00.**

All Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business about to be transacted at the meeting as set out hereunder.

Yours sincerely



**Amanda Lash, Parish Clerk**

Press & Public are invited to attend. Meetings are held in public and could be filmed or recorded by broadcasters, the media or members of the public.

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## AGENDA

### 1. Persons Present/Apologies

To **NOTE** persons present and **RECEIVE** apologies for absence.

### 2. To Receive any Declarations of Interest from Members / Dispensations

To **RECEIVE** any Declarations of Interest from Members. To **RESOLVE** to grant any requests for Dispensation in line with the Councillor's Code of Conduct 2012.

### 3. Public Participation

To **RECEIVE** comments from members of the public. This provides an opportunity for members of the public to comment on items on the agenda. Maximum time allowed will total 10 minutes.

### 4. Council Meeting: Minutes 14 May 2019

To **RESOLVE** that the above Minutes of the Meeting of St Minver Highlands Parish Council having been previously circulated, be taken as read, approved and signed. To **NOTE** any matters arising from the Minutes.

### 5. Planning Applications for further Consultation

To **RECEIVE** a request by the planning authority for consultation and to respond:

Application: PA19/04031

Proposal: [Extension of caravan site, consisting of 12 additional static caravans](#)

Location: Carlyon Farm Caravan Park, St Minver, Wadebridge  
Applicant: M and Mrs NJ and MC Meagor

## 6. Planning Applications Decisions - Approved

To **NOTE** that the following Planning Applications have been decided as above:

NONE.

## 7. Reports from outside bodies

To **NOTE** any reports:

- a) Beach Management Committee
  - i. Play shaping minutes
- b) Cornwall Councillor's Report – Cllr Carol Mould
- c) Highways and Footpaths
  - i. New Polzeath TRO

## 8. Correspondence

To **NOTE** any correspondence:

- a) Email from Guy Shaw-Stewart regarding Tacoboys Licencing application.
- b) Email from Henry Mably.

## 9. Agenda Items

- (a) **Cornwall Council's Licencing Act Sub-Committee Hearing Decision Note: Tacoboys, Baby Bay Polzeath**  
To **NOTE** the Hearing Decision Notice and draft minutes.
- (b) **St Endellion Neighbourhood Plan Regulation 14 Consultation**  
To **DISCUSS** and **RESOLVE** to respond to the Consultation.
- (c) **Councillor Bespoke Training**  
To **RESOLVE** to engage Sarah Mason from CALC to undertake bespoke Councillor training at a cost of £200 plus VAT and mileage, and to **DISCUSS** potential dates.
- (d) **Councillor Planning Training**  
To **RESOLVE** to nominate two Councillors to attend Planning Training scheduled for the Autumn 2019 (date to be confirmed).
- (e) **Nomination of Councillor to Cemetery Committee**  
To **RESOLVE** to nominate one Councillor to sit on the Cemetery Committee with Cllr Buse and Cllr Harris.
- (f) To **RESOLVE** to make a Listing and Designation application to Historic England to protect this heritage asset.
- (g) To **DISCUSS** and **RESOLVE** to respond to Cornwall Council regarding the public consultation on seasonal dogs on beach restrictions.
- (h) **Strengthening Community Network Panels**  
To **DISCUSS** 3 documents received from Jacquie Napier (Community Link Officer) – (1) "Draft Procedures for public to ask questions and suggest agenda items", (2) "Briefing for CNPs: How CNPs can raise issues with Cornwall Council and other agencies" and (3) "Non-Voting Co-opted Members" and **RESOLVE** a course of action.
- (i) To **RESOLVE** to respond to Mark Jolliffe (Gynn Construction) regarding development change of name from Harwood House to Harwood Close.

**10.Accounts**

To **RESOLVE** to authorise payments. No finance report will be available due to change of Clerk and access to bank statements.

**11. Public Bodies (Admission to Meetings) Act 1960**

To **RESOLVE** that in view of the confidential or special nature of the business about to be transacted it is advisable that the press and public be excluded and instructed to withdraw during the discussion for the following items: CONTRACTS.

To **DISCUSS** and **RESOLVE** to instruct a company from the two quotations provided, to re-design new website incorporating a new email system.

**12.Notification of meeting/items for agenda: 9 July 2019**

To **NOTE** any items for the next Council meeting.

Review and adopt Standing Orders 2019

Review and adopt Financial Regulations 2019