

ST MINVER HIGHLANDS PARISH COUNCIL

Parish Clerk: Amanda Lash

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Council Meeting – 9 July 2019 - Draft

Minutes of the meeting of the Council held at Perceval Institute, St Minver.

1. To note Councillors present/apologies

Cllr Harris (Chair) opened the meeting at 19:00hrs. 9 Councillors present: Cllrs Darnell, Gisbourne, Buse, Parnell, Dingle, Wapshott, Hutley, Mably 70/19

Apologies: Annie Vernon (personal)

It was **RESOLVED** to accept the reasons for absence.

Proposed: Cllr Dingle Seconded: Cllr Mably. Unan. 71/19

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

Cllr Gisbourne – Item 9h and 11b website - non-pecuniary. A dispensation was given for Cllr Gisbourne to stay in the room for item 9h but would not be taking part in discussions or voting. 72/19

3. Public Participation

2 members of the public. Cllr Mould.

(a) Member of the public highlighted that the signs regarding parking restrictions are not yet up at New Polzeath.

(b) Mr Mably wanted to follow up from discussions at last meeting (where Cllr Darnell chaired) regarding an allegation that Cllr Harris blamed the loss of the blue flag on Trewiston Farm. Cllr Harris re-iterated that at no point did he blame Trewiston Farm for the loss of the blue flag at Polzeath, and that the discussions had at the meeting on 14 May regarding water quality were general. The minutes also reflect this. Cllr Darnell had reported the same to Mr Mably at the 11 June meeting, which was minuted and has been available on the Parish website. Cllr Harris offered for Mr Mably to view the minutes but Mr Mably declined. Cllr Harris apologised if anything said was misconstrued and for any stress caused. The loss of Blue Flag was due to 4 years bad water quality and not due to the slurry leak at Trewiston Farm last year. 73/19

4. To receive and approve the Minutes of:

It was **resolved** to approve the minutes of 11 June 2019.

Proposed: Cllr Parnell Seconded: Cllr Darnell Unan. 74/19

5. Planning

To **discuss** and make a consultee comment on the following applications:

Application: PA19/04881

Proposal: Residential conversion of traditional barn to a single dwelling (re-submission of application no PA19/04881)

Location: Smeathers Barn, Amble, Wadebridge PL27 6ET

Applicant: Mr Dominic Hawkey

It was **RESOLVED** to support
Proposed: Cllr Dingle Seconded: Cllr Hutley Unan. 75/19

Application: PA19/03982
Proposal: Proposed extension to existing terrace
Location: Sheerwater, Dunder Park, Polzeath, Wadebridge
Applicant: Mr and Mrs K Taylor

It was **RESOLVED** to support
Proposed: Cllr Buse Seconded: Cllr Wapshott Unan. 76/19

Application: PA19/04964
Proposal: Non-material amendment to PA No PA17/02494 dated 19 June 2017 for construction of six no holiday lodges (each with 3 beds) and ancillary infrastructure instead of extant permission PA10/07795 for three holiday cottages (each with 6 beds). Resubmission of PA16/09631 withdrawn on 20.3.17 namely minor roof parapet detail; Confirm roof material as inc; addition of door in order to access storage space/room under external stairs and revised internal layout – to move boiler room from ground floor to first floor to allow for fourth bedroom.

It was **RESOLVED** to support
Proposed: Cllr Parnell Seconded: Cllr Dingle Unan. 77/19

Location: The Point at Polzeath, St Minver, Wadebridge PL27 6QT
Applicant: Mr Rob Constant
Application: PA19/05313
Proposal: [Single storey side extension](#)
Location: West Winds, Windmill Road, St Minver, Wadebridge
Applicant: Mr & Mrs Jeal

It was **RESOLVED** to support
Proposed: Cllr Hutley Seconded: Cllr Parnell Unan. 78/19

6. Planning Applications Approved: For information

Application: PA19/02906, Pentireglaze, St Minver, Wadebridge, PL27 6QY
Application: PA19/0245, Land North East of Corner Cottage Church Town Road St Minver, Wadebridge 79/19

7. Reports from outside bodies

a) Beach Management Committee – Minutes 21 June 2019

Cllr Darnell outlined progress report from ranger. Dog ban consultation. CC of mind to standardise Public Spaces Protection Orders on all of the beaches. Discussed introduction of surf licences. Controversial. Applicants wanted more than were offered. CC are dealing with issues arising from this. Complaints received over past 4/5 yrs regarding number of surfers in the sea at height of season. Surf licences, step 1 of trying to address this in order to restrict number of commercial surf classes at any one time. Will be enforced by CC. Waiting on Paul Masters for toilet design. Portakabin for office base for ranger discussed. Quotes received but both parishes need to vote and agree on each parish paying 50% towards costs. SMHPC may vote at an extra-ordinary meeting if there are time pressures for a decision. Incident with dog attacking another dog. Police have owners car registration. Camper van on beach is being dealt with. Positive comments regarding the

ranger. Cllr Wapshott asked if ranger has power to issue dog fines. No. But CC enforcement officer (Kim) can issue fines. 80/19

b) **Cornwall Councillor's Report – Cllr Mould**

- Email from surf school for FOI requested from CC. Has been done and information in public domain. Process was followed. Parish councils do not have any involvement. Issues with parking all over Cornwall with camper vans. Cllr Mould feels that fines need to be re-looked at.
- Toilets vandalised and costing money. Cleaning has got better and ranger is happy with improvement. Cllr Darnell said vandalism happening at night. Issue with broken glass (glasses from local bar?) on the beach. Bonfire not put out properly. Ranger does not have power to deal with the issue. Cllr Mould strongly advised that any incidents be logged on 101. Cllr Hutley suggested a metal gate in front of the doors. Cllr Wapshot suggested making it free overnight to stop people breaking in to use the toilets. Cllr Mould will suggest not charging 20p. It was noted that there has been a 28% increase in antisocial behaviour between May to June. Cllr Mould said rise mainly due to issues in Wadebridge.
- Lowlands submitting proposal for Boundary review. Cllr Mould wanted to check that Highlands are aware of deadline and would like to be kept informed regarding the proposed change to the boundary. Cllr Harris informed Cllr Mould it is on the agenda to discuss and the result will be in the minutes.
- Housing targets – issue with local need and housing register. Cllr Mould wanting to find out if parishes within the network area would like to stand together to challenge figures from CC. Clerk to put on next agenda. 81/19

c) **Highways and Footpaths**

Cllr Gisbourne noted issues with tarmac breaking up on the stretch of highways outside of Carlumb Farm on B3314 Clerk to report to Highways. 82/19

Also issue with pothole on Trevanger Hill. Clerk to report online to Highways. Clerk advised that any member of the public can report highways issues online, such as pot holes or surfacing issues. 83/19

8. **Correspondence**

- a) Temporary road restriction (Schedule No 18) Order 2019 – schedule of affected roads – **NOTED** 84/19
- b) Letter from Andy James, Head of Highways regarding highways engagement event feedback – **NOTED** 85/19

9. **Agenda Items**

a) **Financial Regulations**

It was **RESOLVED** to adopt the Financial Regulations dated July 2019
Proposed: Cllr Darnell Seconded: Cllr Dingle Unan 86/19

b) **Broadcast and SM at Meetings Policy 2019**

It was **RESOLVED** to adopt the Broadcast and SM at Meetings Policy July 2019
Proposed: Cllr Gisbourne Seconded: Cllr Hutley Unan 87/19

c) **Standing orders 2019**

It was **RESOLVED** to adopt Standing Orders July 2019 taking out reference to Committees and replacing with Council.
Proposed: Cllr Darnell Seconded: Cllr Dingle Unan 88/19

d) **Shila Mill Listed Building Nomination**

e) **On-line Banking and Signatories**

It was **RESOLVED** to set up online banking and add Rob Harris, Vicki Darnell, Marc Dingle and Amanda Lash and signatories and service users.

Proposed: Cllr Wapshott Seconded: Cllr Buse Unan **90/19**

f) **Transparency Code**

It was **RESOLVED** to include individual transactions over £100 on the agenda and minutes as per Clerk’s advice.

Proposed: Cllr Darnell Seconded: Cllr Mably Unan 91/19

g) **Cornwall Planning for Coastal Change Consultation**

It was **RESOLVED** to support proposals. Clerk to submit.

Proposed: Cllr Dingle Seconded: Cllr Darnell Unan **92/19**

h) **Boundary Review Submission Proposal**

Cllr Darnell outlined historical context. Lowlands would like to merge. Rob, Marc and Vicki been on working groups for the past 4 years discussing the boundary and potential ramifications both positive and negative.

Cllr Dingle outlined rationale for changing the boundary and staying separate from Lowlands.

Cllr Dingle presented a suggested new boundary map and explained rationale.

Discussion had regarding map and rationale.

*Cllr Hutley left the meeting at 8.40pm but voted via the Chair ****

It was **RESOLVED** to submit a proposal to CC by way of change to the Parish boundary, and set up a working group comprising of Cllrs Parnell, Dingle, Wapshott, Darnell, Buse, Harris and Mably to work on the boundary change map, evidence required for the submission to CC and date for public consultation in the Autumn. Clerk will then get a map drawn up at a cost of £50 plus VAT, and will submit to CC by deadline of 17 July.

Proposed: Cllr Darnell Seconded: Cllr Wapshott 8-0 Unan **93/19**

10. **Accounts**

It was **RESOLVED** to authorise the payments of Accounts Outstanding dated 3 July 2019.

Proposed: Cllr Wapshott Seconded: Cllr Gisbourne Unan **94/19**

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

It was **RESOLVED** 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: STAFFING and CONTRACTS.

Proposed: Cllr Darnell Seconded: Cllr Dingle Unan 95/19

It was resolved to change the order of discussions to a, c then b.

Proposed: Cllr Dingle Seconded: Cllr Mably Unan 96/19

a) **Staffing**

Verbal report from Clerk was **NOTED** and it was **RESOLVED** to appoint Amanda Lash as Parish Clerk.

Proposed: Cllr Dingle Seconded: Cllr Darnell Unan 97/19

b) **Q1 Budget Report**

Clerk explained Q1 budget report that was distributed before the meeting.
Report **NOTED** and **ACCEPTED**.

Proposed: Cllr Mably Seconded: Cllr Dingle Unan 98/19

Cllr Harris left the room at 9.45 and Cllr Parnell left at 9.50

c) **Website/email**

It was **RESOLVED** for Clerk to contact Seadog with regards to an alternative cheaper email and discuss further at next meeting.

Proposed: Cllr Dingle Seconded: Cllr Darnell Unan 99/19

12. **To note items for August meeting**

Street Trading Consultation
Costs for portacabin
Housing figures/housing need
Website/Email

Cllr Darnell closed the meeting at 9.50pm