

ST MINVER HIGHLANDS PARISH COUNCIL

Parish Clerk: Amanda Lash, CiLCA

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7 August 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 13 August 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.

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 9 July 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

Any late applications will be discussed under this section.

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

Application: PA19/06199

Proposal: Proposed single storey bedroom extensions and utility extensions [weblink](#)
Location: The Linhay, Trevanger, St Minver, Wadebridge
Applicant: Mr and Mrs Richards

Application: PA19/05843

Proposal: Proposed demolition of the existing bungalow and construction of new replacement dwelling [weblink](#)
Location: Dolphins, Cliff Lane, New Polzeath, Wadebridge
Applicant: Mr Martin Day

Application: PA19/05723

Proposal: Formation of 12 staff and visitor car parking spaces in the side garden [weblink](#)
Location: Windmill Court Yard, Windmill Road, St Minver, Wadebridge
Applicant: Mr James Burgan Maria Mallaband Care Group

Application: PA19/06038

Proposal: Ancillary building to existing residential barn conversion
Location: Trevelver Barn, Camel Road, St Minver, Wadebridge [weblink](#)
Applicant: Mr A Wills

Application: PA19/06039

Proposal: Listed building consent for ancillary building to existing residential barn conversion
Location: Trevelver Barn, Camel Road, St Minver, Wadebridge [weblink](#)
Applicant: Mr A Wills

Application: PA19/06565

Proposal: Sycamore (T1) – 3m crown lift and Beech (T2) – 3m crown lift
Location: Pebble Cottage, Church Town Hill, St Minver, Wadebridge [weblink](#)
Applicant: Mr R Whitehead, Pentire Construction

Application: PA19/06471

Proposal: Proposed first floor extension, loft conversion and alternations to off street parking
Location: Sea Winds, Tinnars Way, New Polzeath, Wadebridge [weblink](#)
Applicant: Mr B and O Plant

Application: PA19/06438

Proposal: Extension to existing balcony at the rear
Location: Endymion, New Polzeath, Wadebridge [weblink](#)
Applicant: Mr Olley

6. Planning Applications Decisions - Approved

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

Application: PA19/02906

Location: Smeathers Barn, Amble, Wadebridge
Proposal: Residential conversion of a traditional barn to a single dwelling

7. Reports from outside bodies

To **NOTE** any reports:

- a) Beach Management Committee – Minutes 23 July 2019
- b) Cornwall Councillor's Report – Cllr Carol Mould
- c) Highways and Footpaths

8. Correspondence

To **NOTE** any correspondence:

- (a) Email correspondence from National Trust regarding "shooting" incident on Pentire Glaze.
- (b) Community Network Scheme Programme – Cormac
- (c) Email from Alex Roads re Polzeath beach grass areas

9. Agenda Items

(a) **Street Trading Policy Review**

To **DISCUSS** Cornwall Council's Street Trading Policy and **RESOLVE** to respond with any suggested amendments, deletions or additions as considered appropriate.

(b) **Portakabin Polzeath Beach**

To **DISCUSS** quotations and Lowlands email, and **RESOLVE** on course of action following St Minver Lowlands request to contribute 50% of the costs towards a portakabin for the beach ranger.

(c) **Climate Change**

To **DISCUSS** and **RESOLVE** to declare a climate emergency and set up a Working Group comprising at least 3 Councillors to work with CC.

(d) **Polzeath Whale**

To **DISCUSS** and **RESOLVE** on possible purchase and siting of a Polzy Whale to aid beach cleanliness.

(e) **Clerk Annual Leave**

To **NOTE** Clerk's annual leave from 15 August to 29 August (inclusive).

(f) **Boundary Review Consultation**

To **DISCUSS** and **RESOLVE** on:

- (i) A date, time and venue for the boundary review consultation together with associated costs.
- (ii) Working group to be set up with at least 3 councillors.

10. Accounts

To **RESOLVE** to authorise payments and note bank balances as outlined in August Financial Report including transactions over £100, as listed below

Amanda Lash	Salary costs and expenses	£616.89
HMRC	PAYE/NI	£125.80
Cornwall Council Pensions	Pension costs (inc underpayment)	£220.87
	TOTAL	£936.56

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.

- a) To **DISCUSS** and **RESOLVE** to appoint company for new website and email system.

12. Notification of meeting/items for agenda: September

Note completion of August internal audit