



Sheviocck Parish Council

The Bill Warren Room, Sheviocck Memorial Hall, Crafhole, Torpoint, Cornwall, PL11 3DG
Clerk: Mrs Nancy Gray. Telephone: 01503 232996 Email: sheviocckpc@btinternet.com

The Minutes of the Sheviocck Parish Council Meeting held on Monday the 11th of March 2019 in the Schoolroom, Crafhole Methodist Chapel, Crafhole, commencing at 7.00pm.

Present: Councillors: Chair Cllr Steve Medway. Vice Chair Cllr P Brooks. Cllr D Lester. Cllr E Warren. Parish Clerk Mrs N. Gray. No members of the Public were present.

- 1. APOLOGIES.** None. Cllr S Burgess has resigned from his role as Councillor, due to outside commitments.
- 2. DECLARATIONS OF INTERESTS. 1 AGENDA ITEMS.** Cllr S Medway declared an interest in agenda item 18a) payment for advert in the Parish Newsletter, as he is the Editor of the Newsletter. **2 GIFTS,** none received.
- 3. CONSIDERATION OF WRITTEN REQUESTS FOR DISPENSATIONS.** None.
- 4. PUBLIC PARTICIPATION & 5. RESPONSE TO PUBLIC PARTICIPATION.**

- Cllr Evans reported that Mrs A. Evans was concerned about the state of the Crafhole bus shelter at the cross. It has been repeatedly repaired due to wind damage but needs replacing. It was agreed that sections are now beyond continuous repair. The Clerk will investigate grant funding and suitable styles of shelters that can withstand the wind. It was agreed to write to the RPTUG for suggestions. The PC has built reserves to cover costs of essential replacement/repairs of assets. **Clerk.**
- Cllr Medway reported back from Cllrs Surgery: Mrs M Dawes had expressed support for the removal of the Disabled parking bay in West lane

6. PLANNING.

- a) **PA19/00570** Trethill Farm, Trethill Lane Crafhole Torpoint Cornwall PL11 3BB
Proposal: Construction of pitched roof over existing garage/utility to provide additional accommodation in roof space. Mrs S Motely. Cllr Evans proposed, Cllr Brooks seconded with all in favour to support this application. **Clerk**
- b) To receive details of planning applications received after the agenda published. None.
- c) To receive planning decisions from Cornwall Council. Some applications below are still pending decision at time of writing:
PA18/12125. Proposed demolition of existing bungalow and replacing with a detached four bed dwelling. Location Penlea Finnygook Lane Portwrinkle Torpoint. Applicant Mr Flashman. **Pending Decision**
PA19/00365. Tredis House Barn Polbathic Cornwall PL11 3ER. Construction of new garage to serve new dwelling approved under PA18/03722 (as subsequently amended under PA18/11866) - Mr And Mrs B Wiggett . **Pending Decision**
PA18/08163 Proposal Change of Use of current Hotel (C1 use) for the creation of eighteen one and two bedroom apartments (C3 use) with associated alterations to a Listed Building (Grade II) Location Whitsand Bay Hotel Finnygook Lane Portwrinkle PL11 3BU. Applicant Ms Christina Kusytsch Your Property Development (Portwrinkle) Ltd. **Pending decision**
PA18/08164 Listed Building consent for the change of Use of current Hotel (C1 use) for the creation of eighteen, one and two bedroom, apartments (C3 use) with associated alterations to a Listed Building (Grade II). **Pending Decision**
- d) Other planning matters for discussion: **PA18/12125** Penlea Finnygook Lane Portwrinkle Torpoint Cornwall PL11 3BP Proposed demolition of existing bungalow and replacing with a detached four bed dwelling. To advise that: "As there is not an increase in the number of dwellings and it is simply a replacement of the currently unrestricted Open Market dwelling then the Parish council retracted the original comment accompanying its support of the application and simply supported the application without any further comment. Original comment NDP policy 1: "that the property is occupied by the owner or their tenants as their principal (primary) residence."

Residents can submit comments on all planning applications, direct to Cornwall Planning
<http://planning.cornwall.gov.uk/online-applications>

7. MINUTES or NOTES FROM THE FOLLOWING MEETINGS TO BE APPROVED AND SIGNED

- a. Minutes of the Parish Council meeting held on Monday 11th February 2019: Cllr Medway proposed, Cllr Lester seconded with all in favour to approve the minutes as a true record of the meeting held.

8. TO REPORT MATTERS ARISING FROM THE ABOVE PARISH COUNCIL MEETING MINUTES, which are not covered by an agenda item or in the Action Tracker. Letters have now been sent out to the

"Volunteer Monitors of the defibrillators" in Tredis, Sheviok and Portwrinkle, Clerk awaiting response from monitors. The Clerk reported that Mrs J Scott and Mrs L Vickery agreed to be monitors for the memorial Hall defib Unit. **Clerk** to issue and instruction pack to both. Thanks was given to all volunteers.

9. HIGHWAY MATTERS TO REPORT.

- a) Funding has been withdrawn for the Tredis Turn off improvements, due to overspend in CC highway's budget. Clerk has all other matters ongoing on action tracker, this will be added to continue pursuing.

10. MAINTENANCE PERSON Part Time: Closing date for applications is 22nd March 2019. Contact Clerk for details. Cllrs Medway and Evans to conduct interviews before the April 8th meeting

11. PORTWRINKLE, GENTS TOILETS: Following quotes received it was resolved to action Mr C Pengelly's quote for the jet flushing of the drains. **Clerk.** Water Damage to ceiling In Gent's toilets. Clerk awaiting quotes for repair work. Insurance company contacted and file case left open until cause confirmed. **Clerk**

12. RAME PARKING ENFORCEMENT SLA. Clerk reported that the draft SLA is being drawn up by CC along with the end of year enforcement accounts summary. To add to the agenda for April. **Clerk** to circulate SLA as soon as received.

13. PARISH SPRING CLEAN. Sat 16th of March. Posters on Boards. **Clerk** to advise CC re: refuse collection following clean up.

14. ANNUAL PARISH MEETING. The agenda was agreed for the Annual Parish Meeting, scheduled for 7 pm on Monday 8th April, prior to the Parish Council meeting. **Clerk** to invite local groups to make brief presentations.

15. PARISH COUNCILLOR VACANCIES (VOLUNTARY ROLE). 3 X Casual vacancies. The Notice of vacancy is up on Boards and website, Democratic services have been advised. Notice went out in the Parish Newsletter. Clerk has not received any formal requests or been contacted by interested persons. To be an agenda item for next meeting. To receive details of any interested person(s) with possibility of co-option. If interested, please contact the Clerk for further information.

16. UPDATES FROM OTHER GROUPS – Flower Beds Sub Group. Clerk awaiting response regarding brown garden waste bin from CC. **Coastal Communities Group.** Nothing to report. **Play Park and Open Space,** Cllr Brooks handed in completed H&S Maintenance checklists. Bin overflowing – **Clerk** to report to CC/Biffa. The Mole(s) have returned, Cllr Evans is trialling a child/animal safe mole deterrent. This may be used subject to his findings. Cllr. Evans has fixed the latch on the Play-park gate. New Notices up on boards. **Footpaths:** The first cut of the season is required. **Clerk** to organise. After confirmation regarding the budget it was proposed by Cllr Evans, seconded by Cllr Medway with all in favour to approve the quote by Mr T Cox, to commence work to add wooden steps, in the 3 separate steeper sections of footpath 13. **(Clerk) -Cllr** Evans to investigate possible grant funding for additional permissive footpath for Sheviok, and possible other items on the parish plan. Clerk advised that any additional funding from the parish would be subject to priorities on the parish plan and the budget set for 2019-20, although it could be slowly accumulated for a long-term goal. **Community Gateway meeting.** Cllr Lester reported that: Torpoint Nursery and infant school is campaigning for Torpoint to be plastic (single use items) free. Reported Crime fell by 8% during the period of reduced Ferry service. Assessments are being made of the new Carkeel roundabout in Saltash. There is a new Vision plan for Torpoint. And Tideford has very poor air quality, due to A38. **RPTUG** update. None received.

17. CORRESPONDENCE RECEIVED, not covered in the agenda.

- a) Mrs J Ferguson, notice board request: It was agreed to permit her request to have the old board. **Clerk**
- b) Mr T Fleckney, email re: SAFE 38, request to support Petition- Include A38 Saltash to Trerulefoot dualling in 2020-25 Road Investment Strategy. <https://petition.parliament.uk/petitions/233970>. Noted to be completed by all individuals who support this.
- c) L Grigg CC: Volunteering Scheme and CRCC (Cornwall Rural Community Charity), which provides an opportunity to undertake volunteering projects in the community. Noted for the future.
- d) Email N Andersen 25th Jan: community resilience and climate change mitigation. Noted
- e) Correspondence received after the agenda finalised. None.

18. FINANCE

- a) Cllr Brooks Proposed, Cllr Lester seconded with all in favour (Not including Cllr Med who had declared his interest) to approve the following payments.

PARISH ACCOUNT OUTGOING

- Sheviok Memorial Hall Feb rent for Clerk's office £62.85
- Nancy Gray Jan wage for parish, minus her clerk contribution from parish and devo wage combined - for Nest, staff pension contribution.
- Nancy Gray 1 hr Overtime
- Nancy Gray Clerk Parish expenses (see attached expense sheet breakdown) £7.76
- Mr Gary Dyer 4 hours Parish enforcement officer wage for Feb Sheviok. Plus 4 hours in for Maker Rame for Feb (to be refunded by Maker Rame)

- Mr G Dyer Travel expenses to Kingsand return 4 x 11 miles x 45p/mile (this will be refunded by Maker/Rame) £19.8
- Cornwall Council, Cllr planning training Cllr Evans on 28/02/2019 £12
- Linda Coles /Microsoft bill for Office 360 annual software charge for clerk's office (Microsoft charged her old Credit card) The new Shevioc Credit card is now their system, but it took from her card instead, so need to reimburse. £66.66 plus £13.33 vat £79.99
- EDF Tredis defib unit standing charge. £24.22. Better deal obtained for future payments.
- Shevioc Parish Newsletter. Charge for Advert for Shevioc Grass tender and Maintenance Person. £20

DIRECT DEBITS TO REPORT

- Lloyds Monthly fee for clerk's credit card of £3 £3
- Nest pension. For Clerk's pension (combined) taken off her wage plus employer's contribution. £27.04

INCOMING

- Donation from Mrs Daniels Towards the upkeep of Parish Bench, Portwrinkle, in memory of her late husband. £100 to be earmarked for the asset maintenance reserve.
- Cornwall Council Amenity Grass cutting Grant 2018/9 £242.62

DEVOLUTION ACCOUNT

OUTGOING

- M Jakes Cleaner's Wages for Jan
- Nancy Gray Clerk's Devolution Wages
- Nancy Gray Clerk's expenses. Item's for toilets, as listed on expenses form. £20.01
- Julia Bradley Temp relief cleaner wage
- Frances Jackson Temp relief cleaner. 11 days plus 4 days holiday accrued
- Bunzl invoice 07/266515 Cleaning supplies bactericide anti-viral plus toilet roll 29.12 +5.83 vat =£34.95
- Bunzl invoice 07/266924 New stainless-steel toilet roll holder 36.05 +7.21 vat =£43.26

DIRECT DEBITS TO REPORT

None

INCOMING

- Car park ticket machine revenue £310.65
- b) Cllr Brooks proposed, Cllr Lester seconded with all in favour, to sign the reconciled, bank Statements for February.
- c) **GRASS CUTTING AND FOOTPATH CONTRACT 2019/2020.** In closed session, following assessments of tenders received, it was proposed by Cllr Medway, seconded by Cllr Evans with all in favour to award the Grass and vegetation cutting contract 2019-2020 to Mr T. Cox. (**Clerk**)

19. ITEMS FOR INCLUSION IN FUTURE MEETINGS. SLA Parking Enforcement contract; Cllr Vacancies; To report end of financial year accounts.

20. DATE OF NEXT: Parish Council Meeting, April 8th, following the annual Parish Meeting at 7pm. Date for SPC Meal April 5th **Clerk** to organise.

The Chair closed the meeting at 8:21pm

Nancy Gray, Parish Clerk

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