



### *SheviocK Parish Council*

The Bill Warren Room, SheviocK Memorial Hall, Crafhole, Torpoint, Cornwall, PL11 3DG  
Clerk: Mrs Nancy Gray. Telephone: 01503 232996 Email: [sheviocKpc@btinternet.com](mailto:sheviocKpc@btinternet.com)

#### **The Minutes of the SheviocK Parish Council Meeting held on Monday the 8<sup>th</sup> of April 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. Cllr P Cade, Cllr L Jenkins. Parish Clerk Mrs N. Gray. 2 members of the Public were present.

1. **CASUAL VACANCIES.** Following interview, Cllr Evans proposed, Cllr Brooks seconded with all in favour to approve the co-option of Mr P Cade and Mrs L Jenkins as Cllrs to SheviocK Parish Council. Both signed their declarations of office.
2. **APOLOGIES:** None.
3. **DECLARATIONS OF INTERESTS. 1 AGENDA ITEMS.** Cllr Lester declared an interest in agenda item 11. **2 GIFTS,** none received.
4. **CONSIDERATION OF WRITTEN REQUESTS FOR DISPENSATIONS.** None.
5. **PUBLIC PARTICIPATION & 6. RESPONSE TO PUBLIC PARTICIPATION.**
  - Mr Dunn commented that the 20mph speed limited sign has now been reinstated on the B3247 off Carew Close; that the traffic calming road hump had been filled in/improved near the community Shop. The Clerk advised that some potholes had been filled in along Horsepool lane.
7. **PLANNING.**
  - a) To receive notice and **RESOLVE** Council's response to new planning applications received before the agenda finalised:  
**PA19/01913** Unit 5 Guillemot Finnygook Lane Portwrinkle Torpoint Cornwall PL11 3BP Construction of two storey extension above existing car port. - Mr Jess Earle. Following discussion Cllr Evans proposed, Cllr Lester seconded, with all in favour to support the application, **Clerk**
  - b) To receive details of planning applications received after the agenda published: **PA19/02178** Extension and alterations. Location Golf Club Whitsand Bay Hotel Finnygook Lane Portwrinkle Applicant Antony Pedigree Farms: response to be resolved at the next meeting of the Parish Council.
  - c) To receive planning decisions from Cornwall Council.  
**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. Approved  
**PA18/12125.** Proposal Proposed demolition of existing bungalow and replacing with a detached four bed dwelling. Location Penlea Finnygook Lane Portwrinkle Torpoint. Applicant Mr Flashman: pending  
**PA19/00365.** Trede 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: Approved with conditions  
**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:
  - e) **PA19/02890.** Following concerns received, the clerk has submitted details and photographs to the planning officer, regarding the additional window(s) on the South elevation -one has been removed from the East elevation and moved to the South. The planning officer will establish next course of action.

Residents can submit comments on all planning applications, direct to Cornwall Planning

<http://planning.cornwall.gov.uk/online-applications>

#### **8. MINUTES or NOTES FROM THE FOLLOWING MEETINGS TO BE APPROVED AND SIGNED**

- a. Minutes of the Parish Council meeting held on Monday 11<sup>th</sup> March 2019: Cllr Lester proposed; Cllr Evans seconded with all in favour to approve the minutes as a true record of the meeting held.

#### **9. TO REPORT MATTERS ARISING FROM THE ABOVE PARISH COUNCIL MEETING MINUTES,** which are not covered by an agenda item or in the Action Tracker. (Bus shelter: see item 15, RPPTUG)

#### **10. HIGHWAY MATTERS TO REPORT.** Ongoing issues are on the action tracker.

#### **11. MAINTENANCE PERSON.** Cllr Lester declared her interest and left the room. Following a successful interview, it was agreed that Mr S Lester had all the abilities required. Cllr Medway proposed; Cllr Brooks seconded with all in favour to award Mr Lester with position of Maintenance person. It was noted

that despite being advertised only one application had been received. Clerk to arrange induction approx. 29th April. Clerk

**12. PORTWRINKLE, GENTS TOILETS:** Mr C. Shorten has been approved to repair ceiling in Gent's toilet. Clerk/ Cllr S. Medway.

**13. FOOTPATHS:** Permissive footpath projects. Cllr Evans will contact Mr I Rideout regarding the availability of land at Sheviack parallel with the A374, also compile draft funding request for future applications. It was agreed that the clerk write to Mr Ian Rideout regarding a possible second permissive path Clerk.

**14. RAME PARKING ENFORCEMENT SLA.** Clerk reported that the draft SLA is still being drawn up by CC along with the end of year enforcement accounts summary. To add to the agenda for May. Clerk

**15. UPDATES FROM OTHER GROUPS –Flower Beds Sub Group.** Cllr Brooks noted that she tidied one of the flower beds for the Parish Spring Clean. Possible bad weather may have deterred others. Cllr Brooks to check and pass clerk telephone contact for Mrs J Wilkinson re: Brown bin. Clerk to Check C/C map for land ownership alongside car park. Coastal Communities Group. Nothing to report. Play Park and Open Space, Cllr Evans to send details of Eco-friendly Mole deterrent for Clerk to purchase. Cllr Brooks handed in completed H&S Maintenance checklists. Community Gateway meeting. Next meeting May the 8<sup>th</sup> Cllr Brooks to attend, Venue TBC. RPTUG Mrs D Mathias had reported that Bus pass holder can now travel free in Cornwall without restrictions, i.e. before 9:30am, this does not apply in Devon. Route 75 will return to its old route via St Germans from May. Please check timetables. The RPPTUG has kindly forwarded the request for funding to Cornwall Council's Projects Commissioning Officer, re: a replacement of the bus shelter by the cross in Craithole and the installation of RTPIs in the four bus shelters in the Parish. Clerk has circulated response. Awaiting further update if this can go ahead re: electricity connection/mobile signals.

**16. CORRESPONDENCE RECEIVED, not covered in the agenda.**

- a) Email, Cornwall Council Bulletin: Road Safety and Community Speed engagement event - 14 May 2019: It was agreed that Cllr Medway and Mr C Kennedy attend to represent the Parish Council.
- b) Mr M Pearn on behalf of the First Responders: funding request to purchase "The Raizer Patient Lifting Aid". Clerk to contact Mr Pearn for further information.
- c) Press release: South East Cornwall set to benefit from transport funding boost. This was noted as a very positive outcome. The Clerk had tried to obtain funding for a new bus shelter and RTPIs but was advised to do so through the RPPTUG, by Cllr Trubody.
- d) Email March 15<sup>th</sup>: Rural Services Network call on Government for a Rural Strategy, call for Parish Councils and organisations in Rural Areas to sign up to support campaign. Clerk to sign up and submit support.
- e) Correspondence received after the agenda finalised.
  - Request for funding: Chat Directory. Declined in this instance as projects already pending within parish that require funding, Clerk to notify.
  - NHS Kernow Clinical commissioning Group: Community Services review including St Barnabas community Hospital, Saltash. Clerk to respond re: website.

## **17. FINANCE**

- a) Cllr Medway Proposed, Cllr Evans seconded with all in favour to approve the following payments.

### **PARISH ACCOUNT OUTGOING**

- Sheviack Memorial Hall rent for Clerk's office £62.85
- Nancy Gray Set wage for parish minus clerk pension contribution
- Nancy Gray Overtime 6.1 hours
- Nancy Gray Clerk Parish expenses (see attached expense sheet breakdown/travel) £4.50
- Mr Gary Dyer 4 hours Parish enforcement officer wage for March Sheviack, plus 4 hours in for Maker Rame for Feb (to be refunded by Maker Rame) plus holiday pay accrued by end of financial year 2018-9 – half of which will be refunded by Maker Rame parish.
- Mr G Dyer Travel expenses to Kingsand return 4 x 11 miles x 45p/mile (this will be refunded by Maker/Rame) £19.80
- CALC CALC/NALC Membership £278.65 +vat at 29.51 = £308.16
- Antony Estate. Carew Pole Settlement 1947, Annual rent for playpark area, £100
- Tom Cox Grass and footpath cuts, March varied: £300

### **DIRECT DEBITS TO REPORT**

- Lloyds Monthly fee for clerk's credit card of £3 plus purchase of dog on lead sign, online via credit card = £5.8 + vat £1.16 = £6.96 total £9.96
- Unity bank Banking service charge fee £18
- BT Phone and fibre optic broadband clerk's office £234.58 +46.91vat = £281.49

### **INCOMING**

- Cornwall Council grant from harbour towards toilets. They incorrectly paid it into the parish account, so it will have to be transferred next month. £716.10
- Cornwall Council Grant for footpath cutting in parish 2018-2019 £721.91

### **DEVOLUTION ACCOUNT**

#### **OUTGOING**

- M Jakes Cleaner's Wage and remaining holiday for financial year.
- Nancy Gray Clerk's Devolution Wages for Jan
- Nancy Gray Clerk's expenses. (None) £0
- Julia Bradley Temp relief cleaner wage inclusive of remaining holiday accrued.
- Julia expenses Toilet cleaner/toilet brush, wood cleaner and flowers. £20.50
- Frances Jackson Temp relief cleaner wage plus remaining holiday accrued

- Viking Coin counter for car park machine £99.99 +£20.39 vat =£122.36
- Flowbird smart City Uk Ltd. Annual Maintenance contract for car park ticket machine £504.74 +100.95 vat =£605.69
- Just Rods Drainage clearance and CCTV in Portwrinkle drains £120

**DIRECT DEBIT**

- Unity bank Service charge £18

**INCOMING**

- Car park ticket machine revenue £416.10
- Weekly permit ticket x 2 at £35 = £70
- **DEPOSIT ACCOUNT** interest £27.81

- b) Cllr Brooks proposed, Cllr Lester seconded with all in favour, to sign the reconciled, bank Statements for March.
- c) The clerk circulated copies of the end of year accounts/budgets for 2018/9. This is to be an agenda item for May to sign off following the Internal Audit prior to the annual external audit. Clerk will then post the accounts on the website.

**18. ITEMS FOR INCLUSION IN FUTURE MEETINGS.** SLA Parking Enforcement contract; Accounts/Audit. Confirm date for SPC Meal (late May/June)

**19. DATE OF NEXT: Parish Council Meeting,** Monday, May 13th, following the Annual General meeting of the Parish Council, at 7pm.

The Chair closed the meeting at 8:45pm

**Nancy Gray, Parish Clerk**

**Clerk's Office, Sheviok Memorial Hall, Craffhole, PL11 3DG**

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