



Sheviocck Parish Council

The Bill Warren Room, Sheviocck Memorial Hall, Craffhole, 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 10th of June 2019 in the Schoolroom, Craffhole Methodist Chapel, Craffhole, commencing at 7:00pm.

Present: Councillors: Chair Cllr Steve Medway. Vice Chair Cllr P Brooks. Cllrs: D Lester, P Cade, L Jenkins.
Parish Clerk Mrs N. Gray.
Cornwall Councillor G Trubody.

- 1. APOLOGIES:** Cllr W Evans.
- 2. DECLARATIONS OF INTERESTS. 1 AGENDA ITEMS.** Cllr S Medway declared an interest in item 16e) resolving to authorise payments -due to Cllr expenses **2 GIFTS**, none received.
- 3. CONSIDERATION OF WRITTEN REQUESTS FOR DISPENSATIONS.** None.
- 4. PUBLIC PARTICIPATION & 5. RESPONSE TO PUBLIC PARTICIPATION.**
- 6.** Mr Flashman had just sent in an email to Cllr Medway regarding concerns over longevity and maintenance of the sea defences/seawall in Portwrinkle. Following discussion, it was agreed that the clerk write to Mr Martin Clemo of Cornwall Council to pass on concerns and for clarification regarding liability of future costs for maintenance/repair after 2025. *Please note further Public participation comments have since been circulated by Councillor Evans to whom they were made but he was unexpectedly unable to attend the meeting. These will be discussed at the next Parish Council meeting.*
- 7. PLANNING.**
 - a) To receive notice and **RESOLVE** Council's response to new planning applications received before the agenda finalised: None received
 - b) To receive details of planning applications received after the agenda published: None.
 - c) To receive planning decisions from Cornwall Council.
PA19/02178 Extension and alterations. Location Golf Club Whitsand Bay Hotel Finnygook Lane Portwrinkle Applicant Antony Pedigree Farms. Approved, with the condition that the Public Right Of Way is not obstructed.
PA19/03157: Proposal Balcony / terrace to garage roof with installation of safety handrail. Location Ivy Cottage Donkey Lane Portwrinkle Torpoint. Applicant Dr Neil Harkness. Pending
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
 - d) Other planning matters for discussion: **PA19/04585.** Notification of prior approval for a proposed change of use of agricultural building to dwelling. Land North of Trethill farm, Trethill Lane. This is for notification only. Cllr Cade asked why this is different from an application such as that of Pole Barn which although supported by the Parish Council was refused by Cornwall Council. Cornwall Cllr Trubody clarified that it is not classified as a new build, just change of use. Pole Barn agricultural barn was not a sufficient enough structure for converting, whereas this barn has sufficient block walls to convert rather than demolish.
 - e) None
- 7. MINUTES or NOTES FROM THE FOLLOWING MEETINGS TO BE APPROVED AND SIGNED**
 - a. Minutes of the Parish Council meeting held on Monday. May the 13th 2019: Cllr Brooks proposed; Cllr Jenkins seconded with all in favour to approve the minutes as a true record of the meeting held.
 - b. Minutes of the Annual Meeting of Sheviocck Parish Council, held on Monday 13th of May 2019: Cllr Medway proposed; Cllr Brooks 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. Footpaths but on the agenda item 11.
- 9. HIGHWAY MATTERS.**
 - a) Bollard damaged at crossroads with Horsepool lane on the B3247. Clerk to advise Highways
 - b) Virtual pavement Craffhole. Clerk to resend priority list to Highways for future funding- it is on their list for "future funding priority list when money becomes available".
- 10. RAME PARISH CLUSTER GROUP MEETING FEEDBACK. Parking Enforcement SLA.** This is now in place. A cluster meeting is to be scheduled for September to discuss 2020/21 agreement. Cornwall Council have advised that, due to back office costs, future services will be payable however these will be at a reduced charge. There is £1200 surplus accrued from 50% of the penalties received over the last 3 years. This can be put towards future costs. **Safer Cornwall Partnership.** Community Safety Officer for SE Cornwall, Lucy Alison attended. It was agreed that safer highways were a priority to parishioners in that due to congestion at major events, RTA's and subsequent diversions, Emergency services can be

prevented from responding to emergencies in adequate time. It was agreed to invite representatives from the Emergency services and Highways together the Community Safety Officer, to the next Cluster meeting. A one way circulatory system and Antony Junction improvements have already been published under The Rame Peninsula Traffic Management phase 2 feasibility plans. Support from all services is required to further the quest for funding.

11. FOOTPATHS:

- a) Permissive footpath projects. **Cllrs Evans and Jenkins** are scheduled to meet with Mr Ian Rideout from Antony estate and report back regarding feasibility of 2 new permissive footpaths.
- b) Footpath 1: The clerk confirmed that this will unfortunately remain shut until Cornwall Council completes the necessary work once funding is received. The Clerk has re-requested update regarding all funding requests and date for reopening of footpath 1.

12. PARISH EMERGENCY ENVIRONMENT AND CLIMATE CHANGE PLAN. Cllr Medway proposed; councillor Cade seconded with all in favour that Shevioc Parish Council would seek to support this initiative. It was agreed that Councillor Cade take the lead. To be an agenda item for next month. This will look into ways to become more carbon neutral, reduce plastic usage, protect the environment and involve and educate parishioners by possibly forming an action group.

13. PARISH COUNCILLORS SURGERIES. After discussion it was agreed that these would cease after the next surgery on July 6th at St Mary's church. 9:30-10:30. Shevioc Parish council are the only small parish council still holding surgeries in SE Cornwall. More effective lines of communication have been established. i.e. email, office hours/website forum /meetings.

14. UPDATES FROM OTHER GROUPS –Flower Beds Subgroup: The grass and toilet areas/brambles are scheduled to be cut. **Coastal Communities Group.** To be left as a standing item. **Play Park and Open Space:** It was noted that the enforcement officer had issued 2 warnings, re: keeping dogs on leads in the open space area. It was agreed that the Parish Enforcement Officer, Mr G Dyer has been doing an excellent job throughout the Parish and it was much appreciated. **Community Gateway meeting:** Nothing to report/no meeting. **RPTUG** see correspondence item 15b). **Footpaths:** see item 11. **Safety and Community Speed Engagement event:** Cllr Medway reported back the following points.

- There are now Tri Service officers within Cornwall who have access to resources and information from the police, fire and ambulance services plus CC. This can streamline responses i.e. RTA's.
- New technology is being introduced to reduce road closure investigating times following RTAs.
- Creation of the online portal "Operation Snap". Anyone with a dashcam can upload dangerous driving which may then be investigated.
- A new law introduced- cars without road tax can be seized.
- A "No excuse policy", habitual offenders can be pursued without grounds to follow them.
- New mobile speed cameras introduced in unmarked cars.
- Speedwatch. New resources and greater support have been pledged.
- Safer Communities initiative working to prevent abuse within communities including county lines crime.

Torpoint Library: see agenda item 15 a)

15. CORRESPONDENCE RECEIVED, not covered in the agenda.

- a) Invite: The inaugural meeting of the Torpoint Library Forum. Cllr Brooks to attend.
- b) Email, June 1st. Mr Lee Quinney | Projects Commissioning Officer Cornwall Council and Mr G Cadwallader RPTUG re: Crafhole bus shelter and RTPI digital displays. Clerk to issue a response of support and request clarification re: the siting RTPI's in Portwrinkle and Shevioc and the possibility of solar energy.
- c) Email May 22nd Cornwall Council. Dogs on beaches pre-engagement letter. It was agreed that the current dates and Orders were working and no need to change at present. Clerk to clarify a few points with Mr K Bradier.
- d) The following was noted: <https://www.cornwall.gov.uk/housing/housing-strategy/homelessness-strategy-review>. This is open to all. Consultation closes 7th of August

16. FINANCE

- a) The clerk re-circulated the Internal Auditor's Report 2018/19. This will be placed on the Parish website.
- b) ANNUAL GOVERNANCE STATEMENT 2018/9. Cllr Lester proposed, Cllr Jenkins seconded with all in favour to approve and sign off the Annual Governance Statement for 2018/9. The chair signed the statement.
- c) Cllr Cade proposed, Cllr Lester seconded with all in favour to approve and sign the Annual Accounting Statement 2018/9 as being correct. The chair signed the statement. **Clerk** will place on the Website.
- d) To resolve to approve nest pension contributions for the Clerk. Cllr Medway proposed, Cllr Cade seconded with all in favour to approve the Nest pension contributions following those set by the pension's regulator for April 2019 onwards as: 3% from the employer and 5% from the employee. This is to be calculated from the Clerk's set, gross, monthly wage.
- e) To receive details of cheques and payments to be approved. Cllr Lester proposed; Cllr Brooks seconded with all in favour to approve the outgoing payments for June at listed below.
- f) To receive the reconciled bank statements for June to be signed by two Councillors. Cllr Medway Proposed, Cllr Lester seconded with all in favour to sign the bank reconciliation and statements.

PARISH ACCOUNT OUTGOING PAYMENTS

Shevioc Memorial Hall	Rent Clerk's office May	£62.85
Nancy Gray	Clerk's parish Hours minus nest pension	
Nancy Gray	Clerk's parish approved expenses	£9.45

Nancy Gray	Clerk's overtime May	
HMRC Gov PAYE Income tax for J Bradley and G Dyer 2018-9.		£124.40
MMRC Gov PAYE tax and NI for G Dyer. J Bradley and N Gray		£57.97
G Dyer	Dog Enforcement wage minus tax, for Shevioc and Maker Rame-to be reclaimed)	
G Dyer	travel expenses for April and May to reclaim from Maker Rame. £79.2	
Tom Cox	inv 459 grass cutting	
Tom Cox	inv 461 grass cutting	
EDF	Tredis defib box May (vat 5%) 0.46	Total £9.56
Steven Lester	Maintenance wage parish share 6 hrs	
Steven Lester	Approved expenses	£35.14
Cllr S Medway	Parking Truro for safety event May 14th	£4
Cllr S Medway	Mileage return to Truro for Safety event 94 miles @45p/m	£42.30

Direct Debits to report

Lloyds Bank, Clerk's credit card breakdown: £279.36 of which is made up from the following payments:

Set credit card monthly fee. £3

123 Reg, 2-year renewal website hosting £28.75 vat, total £172.51

123 Reg website Domain renewal 2 years £4 vat, total £23.98

Safety signs for less. 1.95 delivery £4.25 vat, total 25.50

Hi Vis. Branded Uniform for maintenance person, plus eyewash station. £5.36vat total £32.11

Safety signs for less (maintenance) . vat 3.71 Total £22.26

INCOMING: None

Devolution payments and receipts

Nancy Gray	Clerk's wage share for Devo	
Julia Bradley	Expenses cleaning items	£17.61
Julia Bradley	Cleaning wage for May minus tax	
Frances Jackson	Cleaning wage for May	
Marianne Jakes	Cleaning wage for May (5 x holiday)	
Steven Lester	maintenance wage share for devolution 3.5 hours	
BCHS Bunzl	Cleaning supplies Portwrinkle Toilets £7.48 vat	. Total £44.88

INCOMING received in May

Weekly tickets x 2 @£35 £70

Ticket machine revenue £1355.3

Ticket machine revenue £900

17. ITEMS FOR INCLUSION IN FUTURE MEETINGS. Possibility of VE day beacon. Emergency Climate change plan. Policies/procedure sign off. Emergency Plan.

18. DATE OF NEXT: Parish Council Meeting, Monday, July 8th. Policies/procedure sign off. Emergency Plan.

The Chair closed the meeting at 8:48 pm

Nancy Gray, Parish Clerk

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