



### *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](mailto:sheviocckpc@btinternet.com)

### **The Minutes of the Sheviocck Parish Council Meeting held on Monday the 9<sup>th</sup> December 2019 in the Schoolroom, Craffhole Methodist Chapel, Craffhole, commencing at 7:00pm.**

**Present: Councillors:** Chair Cllr Steve Medway. Vice Chair Cllr P Brooks. Cllrs: W Evans, Cllr Lester. Parish Clerk Mrs N. Gray.

There were 2 members of the Public present.

- 1. APOLOGIES:** Cornwall Councillor G. Trubody, Cllrs P Cade, L Jenkins.
- 2. DECLARATIONS OF INTERESTS. 1 AGENDA ITEMS:** Cllr Evans declared an interest in agenda items 6) PA19/10103 and PA19/10117. **2 GIFTS,** none received.
- 3. CONSIDERATION OF WRITTEN REQUESTS FOR DISPENSATIONS.** None.
- 4. PUBLIC PARTICIPATION & 5. RESPONSE TO PUBLIC PARTICIPATION.**
  - There was a minute, of silent contemplation held for Mr Chris Kennedy, who passed away on Friday the 22<sup>nd</sup> of November. He was a valued, former proactive member and Chair of the Parish Council and even after his retirement could always be relied on, in the public gallery or within the community, to help with information, guidance and action. He will be sadly missed by everyone in the community.
  - Footpath 12 potholes/water damage. A parishioner expressed her concerns regarding the holes in the footpath surface leading down to Finnygook beach. In response the Clerk has already reported/notified the countryside access team/CC. They have completed initial assessment and chose to keep footpath open. However, rock is being analysed with the possibility of pinning back the cliff, using netting above the path. They are submitting a funding bid to repair potholes in the path and dig a channel to reroute water - that is flowing directly onto the path. Awaiting work/funding by Cornwall Council. **Clerk** to chase.
  - Amount of Dog faeces left around Portwrinkle. A Parishioner asked if the warden could pick it up or leave flags up to warn people, also if dog bags could be provided once more. The Clerk responded that that the Enforcement Officer is not permitted to pick up the waste for Health and safety/contractual reasons – this applies to all enforcement officers within Cornwall. He does ask other walkers if they would pick it up, if they have a bag and are willing to do so – many people have kindly obliged to these requests. The Parish Council do not fund dog bags – these were originally donated at a cost of £800 per annum. However, the dispensers had to be removed as somebody was placing dog waste within them and the donations have since stopped/all bags used. The Enforcement officer has enforced many walkers to go back and collect their dog's waste, when he has been on patrol. He also uses a biodegradable red marker spray to help highlight waste to pedestrians. Flags cannot be used as young children may try to pick them up. The public are encouraged to inform the Parish Council if they see owners not clearing up after their dogs.
- 6. PLANNING.**
  - a) To receive notice and **RESOLVE** Council's response to new planning applications received before the agenda finalised:
    - PA19/09480** Proposal Change of Use of current Hotel (C1 use) for the creation of eighteen one and two bedroom apartments (C3 use), gym, hair salon, games room and pool with associated alterations to a Listed Building (Grade II) with variation of condition 3 of application no. PA18/08163 dated 10/04/19 Location Whitsand Bay Hotel Finnygook Lane Portwrinkle PL11 3BU Applicant Mr & Mrs C. J. And J. M Phillip. After discussion Cllr Medway proposed, Cllr Evans seconded with all in favour to object to the planning application/variation of condition 3. Full comment can be viewed at: <http://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=consulteeComments&keyVal=Q06L3GFGLK600>
    - PA19/03075/PREAPP** Exception notice to trees subject to a Tree Preservation Order, namely reduce to ground 5 stems of Mature multi stemmed chestnut. - Sconner House Polbathic Torpoint Cornwall PL11 3ET. This has since been removed from the planning portal.
    - PA19/10103** Proposal Renovation and extension at first floor level of premises damaged by fire with variation of condition 3 of decision PA18/02890 dated 24th August 2018 Location Finnygook Inn, Craffhole Torpoint Cornwall Applicant Mr J Earle G W Earle Hotels Limited. *Please see item 6d for further reference.* Cllr Evans declared an interest and left the public meeting room. Discussion took place, resulting in, 2 Councillors in support and one councillor abstaining from voting. A quorum could not be achieved; therefore no resolution of comment can be submitted.
    - PA19/10117** Non-material Amendment, for alteration to internal layout and reduction in size of landlord's apartment to allow additional letting bedrooms (Application number PA18/02890 dated 24th August 2018 relates) Location Finnygook Inn Craffhole Torpoint Cornwall PL11 3BQ MR J Earle GW Earle Hotels Ltd. Cllr Evans declared an interest and left the public meeting room.

Discussion took place, resulting in, 2 Councillors in support and one councillor abstaining from voting. A quorum could not be achieved; therefore no resolution of comment can be submitted.

**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:**

**PA19/08051:** Listed Building consent for repairs to roof, replacing like for like, and replace existing windows as near as like for like as possible, Trewin House Old Coach House Sheviok PL11 3EW. Awaiting decision

**PA19/09388** Proposal Non-material amendment to reduce the height and scale of the proposed pitched roof over the existing flat roofed garage and retain the existing external wall width (Application number PA19/00570 dated 29th March 2019 relates) Location Trethill Farm Trethill Lane Crafhole Torpoint Cornwall PL11 3BB Applicant Mrs Motely. Approved unconditionally.

**d) Other planning matters for discussion/the following was noted and had been circulated prior to the meeting:** Correspondence between Cornwall Council Planning Officer Mr S Jefferson re: Enforcement investigation and Parishioner, both of whom copied in the Parish Council EN19/01752 – Finnygook Inn, Crafhole – Development not in accordance with approved plans.

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

Minutes of the Parish Council meeting held on Monday 11<sup>th</sup> of November. Cllr Lester 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.** all on action tracker or on agenda bar:

**Sewage issues, footpath 5 Ladywell.** An initial response has been received from SWW stating that they will be investigating the complaints and requests made. **Clerk** will Chase.

**9. HIGHWAY MATTERS.**

a) **CC Community Road Safety Forum invite, Launceston Town Hall, on 3 December. Feedback.** Unfortunately, Cllr Jenkins was unable to attend. However, meeting notes will be issued to clerk for circulation.

b) **Other items to report**

**A374 Mobile speed camera:** Following advice from speed watch, it was agreed to position it to monitor traffic coming from the Liskeard direction into Sheviok. **Clerk has sent** location request for the gateway communities shared mobile unit, to monitor traffic coming from the Liskeard direction into Sheviok. The request was acknowledged. Minutes from the gateway meeting will be circulated once received.

**Traffic Through Crafhole.** Confirmation of funding for improvements to widen the junction at Antony with the A374 is yet to be received. If this goes ahead, it will reduce the number of HGVs through Crafhole, alleviating some of the damage caused to properties and issues that arise due to traffic build up. Awaiting confirmation of funding.

**Rame Peninsula TRO.** work to be scheduled for January. This includes the removal of the unused disabled parking Bay in West Lane and the slight repositioning of the CC permit parking bays on Finnygook lane, to leave area opposite the bollard/protrusion wide enough for Emergency vehicles to pass. There will be the same amount of parking bays available.

c) **Planned road closures: previously reported** i) Donkey lane 6-8<sup>th</sup> of Jan 7:30-18:00 BT work. ii) Donderry road B3247 between Tregennus lane and Military road Jan 11 -16<sup>th</sup> 7:30-18:00, work to be undertaken by Western General Power.

d) **Virtual pavement Crafhole:** The renewing of the red virtual footway and road markings in Crafhole remains on Cornwall Council's list for "future consideration along with the many other surface treatment and lining works schemes required across the county."

e) **Polisloe Hill/Tredis Turn off visibility issues.** "Regarding the works at the Tredis junction in collaboration with Antony Estates, Cornwall Council/Highways hope that this may be carried out towards the end of January. Highways hope to be agreeing a date with Mr Ian Rideout shortly. **Clerk** to contact Mr Rideout.

f) **Grit bin. Road gritting correspondence from Cornwall Council, prioritise A & B roads. Schedule for gritting go to [www.cornwall.gov.uk/gritting](http://www.cornwall.gov.uk/gritting).** **Clerk** to request highways fill the 2 grit bins in the parish near shop and Memorial Hall.

**10. PARISH EMERGENCY PLAN.** Clerk has completed update, Cllr Evans agreed to be the 3<sup>rd</sup> co-ordinator. **Clerk** to insert his details /circulate and send for printing; issue CC with updated version; Update parish website with non-contact version; arrange date (in Feb TBC) for Emergency plan meeting of coordinators and those named on communication cascade system.

**11. FOOTPATHS:**

a) **Permissive footpath project Finnygook Lane.** Cllrs Evans expressed thanks to all footpath clearance volunteers within the community and a special mention to Mr Tom Cox. Massive progress has been made with 5 meters left to grade/and handrails to place. £52 has been donated to the project following the quiz night at the Finnygook. Cllr Brooks proposed, Cllr Lester seconded with all in favour to authorise the purchase of wood for handrails up to £250, if needed. Cllrs Evans/Medway to purchase and reclaim.

**Clerk** awaiting feedback from Antony Estate regarding the draft permissive footpath agreement. Path to officially open once agreement has been approved, final section completed, and safety rails installed. A request for any spare bulbs (snow drops, bluebells daffodils) was made for the edge of the new footpath

b) Footpath 4:Path has been cutback and cleared.

**12. PARISH EMERGENCY ENVIRONMENT AND CLIMATE CHANGE PLAN.**

a) A few parish businesses have already displayed their refillable water bottle posters. The community Shop does not have the facilities to provide this service, however, The Post office will fill water bottles on

request. The Emergency climate change committee -volunteer request notice has been placed within the parish Newsletter – please contact clerk if wish/considering participating.

- 13. PLAY PARK AND OPEN SPACE:** Clerk still awaiting quotes for safer surface matting. Once received it will be resolved whether to add or create working party to lift current matting. All 8 old wooden balance discs have been removed; **Maintenance** will refit new shortly. Councillor Medway reported that clarification had been placed in the newsletter regarding Dogs. No dogs permitted in the Play park. And Dogs are only permitted if on leads in the Open Space area. Signs have been/continue to be up on each of the gates stating this.
- 14. UPDATES FROM OTHER GROUPS –Flower Beds Subgroup (Cllr Evans)** –it was agreed that this would be looked at as a new project, once the New permissive footpath has been completed. Cllr Evans asked if the Parish Council owned the Hoskins Memorial Bed at the cross, Crafthole. It is not a parish asset or under lease by the Parish Council but possibly owned by Antony Estate. **Coastal Communities Group (Jenkins)** nothing to report, **Play Park and Open Space:** see agenda item 13 **Footpaths** -see agenda item 11. **Tree Warden (Cllr Lester)** nothing to report, **Defibrillators.** Still awaiting electrician to confirm installation date at Finnygook, following approval of quote and site visit (Clerk will obtain date within the week or seek alternative contractor). See correspondence item 16 e). It was agreed to place clearer instruction signage by the defib units (**Clerk** to arrange). **Cllr Medway** to insert instruction info in next Newsletter. Once the Finnygook defib unit has been installed and volunteer monitors obtained for it, all Defib units can then be linked up with the SW Ambulance service - subject to a site meeting with them. All other parish units now have volunteer monitors. **Gateway 4th December, Saltash Guildhall.** Awaiting minutes/response following request for use of the mobile speed camera in Sheviok once purchased. **RPPTUG (Cllr Cade)** no meeting since previous report. **Torpoint Library (Cllr Brooks).** No meeting since previous report.
- 15. RESOLVE BUDGET AND SET PRECEPT for 2020/21.** Cllr Medway proposed, Cllr Evans seconded with all in favour to set the budget at £21,133.26. The clerk had presented a budget for 2020-21 which nominally increases the budget by the rate of inflation at 1.7%. This would include £250 to be budgeted under the new heading of Climate change emergency. **Clerk** to place on website and submit precept request.
- 16. CORRESPONDENCE RECEIVED, not covered in the agenda;**
- a) Correspondence from parishioner requesting Community Christmas tree.** After Discussion it was proposed by Cllr Brooks, seconded By Cllr Evans with all in favour to organise a community Christmas tree for this year, at the cross in Crafthole. Cllr Evans to take the lead.
  - b) Freedom of Information request re: climate change correspondence.** No longer required
  - c) Email 29th Nov Mr S. Shaw: Request for Parish Council and individuals to support the Local Electricity Bill Sign up at: [www.powerforpeople.org.uk/sign-up](http://www.powerforpeople.org.uk/sign-up).** Cllr Evans proposed, Cllr Brooks seconded with all in favour that the Clerk sign up to support this request.
  - d) Community Shop, Parish Community notice board:** Cllr Brooks proposed, Cllr Lester seconded with all in favour to maintain the structural upkeep of the Community Notice board and list as a parish asset. It was also agreed to purchase a New Community Board for Portwrinkle and provide a key to the local clubs and Community shop. On the prerequisite that The Clubs/users are to maintain the notices/contents. **Clerk** to purchase at end of financial year.
  - e) Letter received from parishioner after the agenda finalised, requesting clearer instructions for the parish Defibrillators and info regarding SW Ambulance service link up.** Please see agenda item 14//Defibrillators.
- 17. CLERK APPRAISAL.** The Chair reported that streamlining of systems had been implemented and proposed a Clerk pay increase, of 1 point on the spinal column, as of April 1<sup>st</sup>2019. All were in favour.
- 18. FINANCE.**
- a) Cllr Medway proposed, Cllr Brooks seconded; with all in favour to approve the outgoing payments for December, at listed below.**
- PARISH ACCOUNT OUTGOING PAYMENTS**
- Sheviok Memorial Hall, Rent Clerk's office £62.85  
Nancy Gray, Clerk's parish Hours minus nest pension  
Nancy Gray, Clerk's parish expenses £4.50  
G Dyer, Dog Enforcement wage Sheviok 4hour, Maker Rame 4 Hours +3 hours hol.  
G Dyer, travel expenses to reclaim from Maker Rame . 11 miles x 4 journeys @45 p £19.80  
ASG Security Panic button alarm service for Clerk's office vat £6.90 net £34.49 total £41.3  
EDF, Tredis defib box (vat 5%)£0.44 net £8.72 total £9.16  
Steven Lester, Maintenance wage  
Steven Lester, Mileage and expenses for play park-new wood and lock for parish noticeboard £70.72
- DIRECT DEBITS TAKEN TO REPORT from November**
- Nest, Clerk's pension contribution/employer's pension contribution  
Lloyds Bank (Clerk's credit card) break down below Total £183.19:
- set monthly credit card fee £3.00
  - Amazon, Robi sander plus sanding belts vat £20.75 net£103.73 Total £124.48
  - Amazon, Robi One charger (for cordless sander) £29.99
  - Amazon, temp red chalk marker spray for dog enforcement officer vat £2.36 net £11.77
  - £14.13
  - Eco spray marker/Sam Turner and sons, to mark out route along new permissive footpath (trees) vat £1.94 net £15.65 total £17.59
- INCOMING : To note** £52 donation for footpath project, following quiz night at Finnygook -to bank/report at next meeting in Jan 2020.

Nancy Gray, Clerk's wage share for Devo  
Nancy Gray, Clerk's overtime 1.8 hours  
Nancy Gray, Clerks expenses £0.00  
Julia Bradley, expenses: toilet cleaner £5.94  
Julia Bradley, 18 hours cleaning wage November  
Frances Jackson, Cleaning wage for November 4 hours plus 3 holiday hours

**Direct Debits to report from November:** None

**INCOMING received in November**

Ticket machine revenue £704.35

**b)** The reconciled bank statements for September were signed by Cllrs Brooks and Lester.

**c)** Local Maintenance Partnership 2020 – 2021. Grant for footpaths, Clerk to confirm acceptance.

**19. ITEMS FOR INCLUSION IN NEXT MEETING:** Permissive footpath agreement and name. Grass cutting contract prior to putting out to tender.

**20. ANY OTHER MATTERS**

**21. DATE OF NEXT MEETING.** January 13<sup>th</sup>, 2020

The Chair closed the meeting at 8:40 pm

**Nancy Gray, Parish Clerk**

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