



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

#### **The Minutes of the Sheviocck Parish Council Meeting held on Monday the 13<sup>th</sup> of Jan 2020 in the Schoolroom, Crafhole Methodist Chapel, Crafhole, commencing at 7:00pm.**

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

There were 3 members of the Public present.

- 1. ADVERTISED CASUAL VACANCY OF PARISH COUNCILLOR:** Cllr Medway proposed, Cllr Jenkins seconded, with all in favour to co-opt Mrs Theresa Pine, as Co-Opted Councillor for Sheviocck Parish Council. Mrs Pine signed the declaration of acceptance of office. **Cllr Pine** to complete Register of interests/**clerk** to inform CC and check for any relevant training courses.
- 2. APOLOGIES:** Cllrs P Cade and Lester
- 3. DECLARATIONS OF INTERESTS. 1 AGENDA ITEMS:** None **2 GIFTS,** none received.
- 4. CONSIDERATION OF WRITTEN REQUESTS FOR DISPENSATIONS.** None.
- 5. PUBLIC PARTICIPATION & 6. RESPONSE TO PUBLIC PARTICIPATION.**
  - A member of the public voiced their concern (via public participation and email correspondence after the agenda was finalised) regarding the posts and fencing, blocking the old access route for cars through the Finnygook, which connects the two parts of the B3274. The Clerk responded that this old but used access route was registered, by the previous Clerk, with Cornwall Council to be placed on the definitive map as a PROW. It is pending on Cornwall Council's list subject to funding, however it is registered with them. "The Ancient access" was therefore added by the applicant, at the instruction of CC planning/Sheviocck Parish council, to the most recent site block plans for the Finnygook. In 2010 Mr Earle was refused planning permission for a fence, however this was then overturned on appeal in December 2010, see Planning Application E2/10/00242/FUL. There is now a lower gate that allows for public access to cut through/use this route and be seen by/view/ oncoming traffic.
  - Cllr Evans reported that the owner of Serena Barn had asked if the Parish council could do anything regarding the road surface water that was intermittently flooding their drive up to the front door. The road drainage/soak is inadequate. They had already complained direct to Highways. **Clerk** to contact CC highways to ask them to investigate.
  - Cllr Evans reported that: Mrs D Mathias had receipt of funds from a recent collection. With some of this money she would purchase bulbs for the new Finnygook Walk footpath.
  - A submission on the parish website forum noted that the club information needed updating. The Clerk responded that the Parish website was originally designed for all clubs to have an access password to submit/update information. I.e. the Memorial Hall, the shop, and churches as well as an area specifically managed by the Parish Council for Council business. However, it has emerged that Mr C Kennedy had been undertaking the updates on behalf of the clubs/bodies, which has now sadly ceased. The clerk stated that she could undertake some of the updates in the interim but would be unable to complete all going forwards, as parish council duties had to come first and this would encompass too many additional hours. It is also advisable that at least one other person has access to edit the Parish website. It was agreed to send the access password/instructions to the various clubs for them to consider how to update their sections as originally designed. **Clerk**
- 7. PLANNING.**

It was agreed to move item 6 d) forward during the meeting please see item 6d below.

  - a) To receive notice and **RESOLVE** Council's response to new planning applications received before the agenda finalised: None
  - 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:
    - PA19/09480** 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. PENDING
    - 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 Crafhole Torpoint Cornwall PL11 3BQ MR J Earle GW Earle Hotels Ltd. APPROVED UNCONDITIONALLY

**PA19/10103** | Renovation and extension at first floor level of premises damaged by fire with variation of conditions 2 and 3 of decision PA18/02890 dated 24th August 2018 | Finnygook Inn Crafhole Torpoint Cornwall PL11 3BQ. PENDING

**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 Shevioc PL11 3EW. PENDING

- d) Other planning matters for discussion.

Whitsand Bay hotel. Correspondence from Mr P Philips, regarding the Parish Council's decision on December the 9<sup>th</sup> 2019 re:PA19/09480.

The Owners of the Whitsand Bay hotel, attending the meeting, were permitted to address the Parish Council to air their fundamental concern, that the hotel should be treated as an exceptional case, regarding policy 1 of the Rame NDP: requiring all new dwellings to be primary residences. After lengthy discussion between the owners and the Parish Council, it was agreed to seek advice from Cornwall planning, to see if a Special planning meeting of the Parish Council, open to the public, could be held to review the Parish Council's response, as consultees, to planning application PA19/10117. The Phillips were under the belief that the policy 1 condition of primary residence for New dwellings could be varied or dropped and the classification as "new dwellings" be reconsidered - as they believe the hotel is an exceptional and unique case in this instance. **Clerk** to contact planning.

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

Minutes of the Parish Council meeting held on Monday 9<sup>th</sup> of December. Cllr Evans proposed; Cllr Brooks 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.** all on action tracker or on agenda bar:

**Dog Enforcement officer:** The clerk had noted that the enforcement officer has been very effective but is not permitted to clear up after dogs. After brief discussion it was agreed to ask him to desist asking other walkers if they would mind clearing up after other dogs if they had a bag.

**Christmas tree:** Carter excavations provided the Parish tree. **Clerk** to write letter of thanks.

**10. HIGHWAY MATTERS.**

- a) **Visibility at Tredis Turn off from B3247, Polscoe hill,** response from Antony estate regarding groundwork restraints. **Cllrs Medway/Cade to meet with Ian Rideout from Antony Estate**

- b) **Other items to report**

**FEASIBILITY STUDY Antony junction.** Cllr Medway has the office copy. Cllr Medway reported that an informal meeting was held with Highways, Cllr Trubody and Antony Parish to discuss improvements to the proposed junction alteration at the Carew Arms, that would cut HGVs through Crafhole by half, by creating a one way system for HGVs onto and out of the Peninsula via Antony/Crafhole. Highways will revisit the plans to attempt to ameliorate concerns raised.

**Rame Peninsula TRO.** work is scheduled for January no exact dates provided. 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) Downderry 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.

- 11. PARISH EMERGENCY PLAN.** Cllr Medway to collect the printed copies from Luxstowe House. **Clerk** to organise meeting to issue updated copies to volunteers on cascade system.

**12. FOOTPATHS:**

- a) **Permissive footpath project Finnygook Lane.** It was resolved to name the path "Finnygook Walk" and place a plaque in remembrance of Mr David Dunn and Mr Chris Kennedy. The permissive agreement was approved, subject to clerk finalising the amendments as agreed at the meeting to include the signage, handrails at the lower entrance and near old bomb crater, also safety barrier/handrails at mid-way point steps to Finnygook lane. Clerk to then send to Mr Ian Rideout for approval by Antony Estate, subject to the schedule of works being completed. The wording for the 2 x double sided signs was approved. Clerk to send to Ian Rideout for final approval before sending to sign writers.

- b) **Footpath 12 to Finnygook beach.** Cormac will temporarily patch the large pothole (stated Dec 29<sup>th</sup>). Awaiting news of funding for drainage ditches and results from lab testing cliff rock, to see if lower east section of cliff will be netted back. No further update available from Countryside Access team. **Clerk** to recontact.

- a) **Footpath 9.** Awaiting funding request bid to Countryside Access team, regarding realignment of path.

- b) **Footpath 1.** Work scheduled for 2020 no specific date yet planned by Cormac.

- c) **Footpath 13** circular. **Clerk** to recontact Tom Cox and CC Cllr Evans, re: scheduling date for creation of steps at sections of the path, as approved previously.

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

- a) 4 volunteers have stepped forward from the parish, to form climate change committee, with Cllr Cade as lead. With the remit to feed back/recommend items to the Parish Council. As this is a Shevioc Parish Council formed committee, it was agreed that all members should live within the parish- as opposed to joining forces with outside groups. This would not prevent future working groups/volunteers from having to live within the parish. **Cllr Cade** to contact all new members on his return.

- b) Cllr Brooks reported that the Crafhole preschool were collecting crisp packets and bread bags and old dead plastic pens to Recycle through outside schemes.

- 14. PLAY PARK AND OPEN SPACE:** **Clerk** reported the quotes for safer surface matting. It was agreed that the price was higher than expected. Clerk/maintenance to obtain quote to lift and resit current matting. **Clerk/SL. BABY SWING.** **Clerk** ordering new D shackle, as found broken. **Clerk** to request urgent cut of park, so far it has been too wet for contractor to cut.

- 15. UPDATES FROM OTHER GROUPS – Flower Beds Subgroup:** Cllr Evans will price spring bulbs for grass sections. **Coastal Communities Group (Jenkins)** nothing to report, **Play Park and Open Space:** see agenda item 14 **Footpaths** -see agenda item 12. **Tree Warden (Cllr Lester)** nothing to report, **Defibrillators.** Electrician has now collected defib and will install at Finnygook, new signage to be ordered. Cllr Evans agreed to be the main defib monthly monitor for the Finnygook and find a second person to cover, **Clerk** to issue instructions. **Clerk** will arrange a meeting with South West Ambulance to set up a link. **Gateway 4th December, Saltash Guildhall.** Minutes circulated/response **RPPTUG.** City Bus has been awarded the contract for most of Cornwall, which is good news for current service, although this may cause concern for smaller bus companies such as A Line buses. **Torpoint Library (Cllr Brooks).** No meeting since previous report.
- 16. SWW/sewage issues /raw sewage from Manholes, footpath 5 and Finnygook lane Portwrinkle.** SWW reported that there is a new planned ISC cleansing programme in the area with their contractor "clear flow", that will be completed every four and a half months, the last attendance was on Nov 18th. Data will be reviewed to see if frequency needs changing. They will ensure that proper site clearance will take place afterwards. Tredis View has a six-monthly pump check inspection and an annual electrical check. Cllr Evans reported that there was still detritus on the surrounds of the ill-fitting manhole cover on Finnygook Lane, Portwrinkle by the new Eco House/footpath. **Clerk** to respond referring to this issue originally reported via phone in December 2019 with the response that "action would be taken within 8 hours". Also, that the image of the clear manhole following work was not the manhole cover for Footpath 5.
- 17. PARISH GRASS CUTTING CONTRACT.** Minor amendments were discussed. **Clerk** to recirculate prior to placing out to Tender in February. Item to be placed on the PC agenda for March meeting to resolve to Award contract. Advert to be placed in February issue of the Cornish Times, On notice boards and within next Parish Newsletter. **Clerk.** Cut-off date Fri 6<sup>th</sup> March. **Cllrs Evans and Jenkins** to assess Tenders - once all received, for recommendation to the Parish Council at March meeting.
- 18. CORRESPONDENCE RECEIVED,** not covered in the agenda;  
a) Community Road Safety Forum, Notes from the meeting on 3rd December in Launceston. Noted and circulated  
b) AGM of Cornwall ALC Ltd (Cornwall Association of Local Councils). Thurs Jan 30th 7:30pm. Noted.
- 19. FINANCE**  
a) Cllr Medway proposed, Cllr Jenkins seconded; with all in favour to approve the outgoing payments for January, at listed below.  
**PARISH ACCOUNT OUTGOING PAYMENTS**  
Sheviack Memorial Hall. Rent Clerk's office £62.85  
Nancy Gray. Clerk's parish Hours, minus nest pension employee contribution  
Nancy Gray. Clerk's parish expenses £4.50  
G Dyer. Dog Enforcement wage  
G Dyer travel expenses to reclaim from Maker Rame. £19.80  
Edf This combines last month's bill with this month, as was not placed on online banking system see breakdown below £18.65  

EDF Tredis defib box (vat 5%)	£0.45	£9.04	£9.49
EDF Tredis defib box (vat 5%)	£0.44	£8.72	£9.16

  
Steven Lester maintenance wage  
Steven Lester Expenses £2.70  
HMRC Cumberland £29.80  
HMRC Cumberland £24.00  
**DIRECT DEBITS TAKEN TO REPORT from December for Parish**  
Nest £44.59  
unity bank Service charge set fee £18.00  
**INCOMING**  
Donation for Finnygook footpath, from local Finnygook Quiz night £52.00  
**DEVOLUTION OUTGOING PAYMENTS**  
Nancy Gray. Clerk's wage share for Devolution  
Julia Bradley expenses: £3.40  
Julia Bradley Cleaning Wage  
Frances Jackson Cleaning wage  
HMRC Vat quarterly return (Sep Oct Nov) car park income vat, offset against vat expenditure £449.87  
**DIRECT DEBITS to report from December**  
Unity Bank Manual credit handling charge for depositing cash/cheque £25.00  
Unity Bank service charge £18.00  
**INCOMING received in December**  
winter parking permits x 2 cash payment £10.00  
b) The reconciled bank statements for September were signed by Cllrs Brooks and Evans.
- 20. ITEMS FOR INCLUSION IN NEXT MEETING:** VE Day celebrations. Parking enforcement for Portwrinkle carpark Service Level Agreement (SLA)
- 21. DATE OF NEXT MEETING.** February 10<sup>th</sup>, 2020  
The Chair closed the meeting at 9:07 pm

Nancy Gray, Parish Clerk

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