



Sheviocck Parish Council

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

The Minutes of the Extraordinary Virtual Zoom meeting of Sheviocck Parish Council held on Monday the 10th of August 2020 at 7:00pm.

Present virtually: Councillors: Chair Cllr Steve Medway. Vice Chair Cllr P Brooks. Cllr L Jenkins. Cllr D Lester. Cllr W Evans. Parish Clerk Mrs N. Gray. No members of the public joined.

It was noted by the Chair that, this extraordinary meeting had been called in the interest of providing Parishioners the occasion to raise any issue at a public meeting of the Parish Council, following the Coronavirus restrictions which prevented prior meetings.

1. **APOLOGIES: None DECLARATIONS OF INTERESTS. 1 AGENDA ITEMS.** None **2 GIFTS,** none received.
2. **CONSIDERATION OF WRITTEN REQUESTS FOR DISPENSATIONS.** None.
3. **PUBLIC PARTICIPATION &**
4. **RESPONSE TO PUBLIC PARTICIPATION.**
 - A new Planning application had been received: PA20/04910 | Demolition of existing bungalow and construction of new dwelling | Tresorn Crafthole Torpoint Cornwall PL11 3BL. Applicant Mr Stephens. A member of the public had contacted the Chair regarding the above application. During Coronavirus restrictions the published Parish Council Business Continuity Plan is to submit a response of "No comment" and direct parishioners to make comments direct to Cornwall Council, either via the link on the parish website or direct on the Cornwall Council planning portal. The Clerk has updated the website to list this application with a direct link.
 - Mrs G. Kennedy and family wish to donate a memorial bench on "Finnygook walk" in dedication of the previous chair, Mr C.K Kennedy. A spot is being reviewed for golf ball safety and pedestrian clearance and can be sited once the permissive contract has been signed. The footpath will open officially once the contract has been signed and signage placed. Antony Estate has now agreed to a 40-year term and has provisionally approved the contract with a view to signing. The Clerk has now received the signage and is awaiting a quote for the wooden surrounds and post from Antony Estate. Cllr Evans is fabricating a memorial totem.
 - A comment had been made to the Chair that a number of people were incorrectly paying for car park tickets at the separate car park located next to the Jolly Roger café, rather than the Sheviocck Parish Council machine. It was noted that the laminated sign is no longer in situ. It was agreed to purchase a permanent sign to place at the Eastern end of the car park, to direct users to the correct machine. **CLERK**
 - Weekly tickets. An email request to produce weekly parking permits for visitors had been received. It was discussed and agreed that, as the machine already produced a weekly ticket if desired, it was not cost effective of the Clerk's limited time when it could be completed direct at the machine. It was noted that a weekly ticket does not guarantee a space which can cause issues together with delay in payments and previous issues that arose when they were produced in house. Clerk to respond. Money from the machine is used to pay for the running costs of the toilets so needs to be cost effective. Money is however gradually being accrued for a replacement machine but there is no Wi-Fi, it is not connected to an electrical supply and the mobile signal remains Emergency only. Clerk to advise the use of predominantly £2 and £1 coins if purchasing a weekly ticket.
 - Extractor fan Finnygook. A member of the public has raised concern regarding the noise/fumes from the new extractor fan affecting their property. The Chair has approached the Finnygook to see if this could be mitigated. It was agreed that an attempt to reduce the output/timing would be made although not easy as the system is computerised. It was agreed to give this time to see if it alleviates the issue.
5. **FINANCE**
 - a) The Chair proposed, Cllr Brooks seconded with all in favour to approve the payments for August as circulated/ shown below.
DEVOLUTION
Outgoing payments to approve for August:
Nancy Gray Clerk's wage share for Devolution tasks.
S Lester 7.5 hours maintenance wage.

S Lester inv 676 £3.60 mileage (8 miles @45p/mile) plus new ballcock £6.40 £10.00

Julia Bradley Cleaning wage July

Julia Bradley Expenses varied £50.90

Frances Jackson July wage, minus previous incorrect overpayment.

Peck Trading Safety equipment/PPE and Cleaning HiVis. £136.00

Dean Leonard ad hoc work Portwrinkle seafront and toilets invoice 170

Internal transfer to Parish account as following payments were inputted on banking system to come out of current account rather than Devolution account, this cannot be reversed online so need to transfer funds from devo account to compensate: £348.01 which totals payments for:

Clerk's Devo wage/expenses, peck trading and

Maintenance S Lester wage and expenses

DIRECT DEBITS to report. None

INCOMING to report

Car park revenue £548.20, £1,513.30, £1,505.75

PARISH PAYMENTS TO APPROVE

Sheviock Memorial Hall Rent Clerk's office £62.85

Nancy Gray Clerk's parish Hours, minus nest pension

Nancy Gray Clerk's parish expenses, mileage/ £2.25

G Dyer Enforcement wage

Dean Leonard Parish amenity areas 14th ,28th July 2020 inv 168

Dean Leonard Cornwall council amenity area, opposite bus stop inv 169

DIRECT DEBITS TAKEN TO REPORT

Lloyds Bank Clerk's credit card, see breakdown below £49.34

breakdown of credit card Clerk's credit card, £3 credit card monthly fee. PPE/cleaning materials, vat £7.73 £38.61 total £46.34

INCOMING TO REPORT. None

7. ANY OTHER MATTERS:

- **Cllr Evans** agreed to inspect the red telephone box/tourist info Centre for general maintenance and report to the Clerk.
- It was noted that the Fire Alarm has been checked and Pat testing completed at the Clerk's Office/Memorial hall.
- **Clerk** to contact the electoral division regarding the advertising of the 2 Casual vacancies for Parish councillor and how to proceed.

8. DATE OF NEXT: Parish Council Meeting. It was agreed that the Parish Council could provisionally hold a virtual zoom meeting, on Monday September the 14th 2020.

9. Nancy Gray, Parish Clerk

Clerk's Office, Sheviock Memorial Hall, Crafhole, PL11 3DG

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