



Sheviocck Parish Council

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

The Minutes of the meeting of Sheviocck Parish Council held on Monday the 14th of June 2021 at 7:00pm in the Kennedy Room, Sheviocck Memorial Hall, Craffthole.

Present: Councillors: Chair Cllr Steve Medway. Vice Chair Cllr W. Evans. Cllr P Brooks, Cllr L Jenkins. Cllr D Lester. Cllr Ian Court. Parish Clerk Mrs N. Gray. Cornwall Councillor Mrs K Ewert. No members of the public were present.

1. **APOLOGIES.** None.
2. **DECLARATIONS OF INTERESTS. 1 AGENDA ITEMS,** None, **2 GIFTS** (All gifts and hospitality received that could be seen by the public as likely to influence a Councillor's judgement). None
3. **CONSIDERATION OF WRITTEN REQUESTS FOR DISPENSATIONS.** None
4. **PUBLIC PARTICIPATION *Plus* Item 5 RESPONSE TO PUBLIC PARTICIPATION** (to include forum postings, correspondence/emails unless covered under agenda item and police reports).
 - Cornwall Cllr for the Rame Peninsula & St Germans, Kate Ewert, was welcomed. Following introductions it was noted that she is local to SE Cornwall and is passionate about building a strong sustainable community with affordable housing. She has a Facebook page to enable transparency. She gave a report re: **County Hall** – return to face-to-face meetings; **Restarting Rame Cluster meetings** in July – at which traffic measures through Craffthole will be on the agenda (see agenda item 7a); **Cornwall Housing** – chasing rising repairs and maintenance issues not yet completed; **Sheviocck issues** – Sea defences in Portwrinkle – she is meeting with CC representative to discuss. **Committees** – she is on Central Planning, Miscellaneous Licensing, The Children's and Family's Oversight and Scrutiny Committee – she has ensured that funding issues are discussed as well as lack of under 2's childcare provision; **Community and Policing** – She has had first meeting with the Neighbourhood policing Team in Torpoint, they have asked to report issues of Anti-Social Behaviour etc as it feeds into their data system which allow them more resources. They can provide crime figures to the PC if requested. The Chair thanked her for her report. Following a request from the PC she agreed to investigate the caveat regarding sale of Ex Council homes for non-primary residences – if this was being enforced? She will also forward info regarding funds for Children's play equipment from MOTO. **Cllr Ewert.**
 - **Dog Bin, circular footpath:** Parishioner email regarding the bin overflowing. This has now been rectified.
 - **Footpath cuts:** parishioner emails x 2 plus comments made to clerk re: Footpaths in need of cutting. The Clerk reported that a cut of all footpaths had been already scheduled and partly completed by time of the meeting.
 - Cllr Medway/Evans reported that they had been asked if handrails could be installed on the steeper lower section of **Finnygook Walk**. It was agreed that **Cllr Evans** would obtain a quote for timber to construct.
6. **PLANNING.**
 - a) **PA21/04400** The proposal is to construct a single-storey extension off the kitchen and a first-floor level extension to the east elevation, above the existing utility. Location 3 Dawney Terrace, Craffthole, Torpoint Cornwall. Applicant Mr D. Humphries. It was proposed by Cllr Medway, seconded by Cllr Evans to support this application with the requested condition that the appearance of cladding is sympathetic to its surroundings.
PA21/04539 The Bunkhouse Lower Tredis, Sheviocck, Torpoint, Cornwall PL11 3ER. The improvement and alterations to existing dwelling and the construction of a garage and storeroom. Applicants: Mr and Mrs Goss. Cllr Jenkins proposed, Cllr Lester seconded with all in favour to support this application plus request the RNDP primary residence clause is added as a condition if it applies to this application.
 - b) To receive details of planning applications received after the agenda published. None
 - c) To receive planning decisions from Cornwall Council.
PA21/02377 Whitsand Bay Hotel Finnygook Lane Portwrinkle PL11 3BU Variation of conditions 1, 2, 3, 5 and 10 in relation to planning permission PA16/07891 comprising amendments to Units 9-19 together with parking, access and landscaping – Mr Jess Earle. Pending.
PA21/00004/NDP. Proposal submitted for Saltash Neighbourhood Development Plan. Pending
7. **HIGHWAY MATTERS TO REPORT.**
 - a. **Traffic through Craffthole/Antony Road junction. Cllr Medway reported on the morning's virtual meeting with** Mr Adam O Neil, Cornwall Council's Principal Transport Officer, Mr W Glassup – Highways and Environment manager Cormac, C. Cllr Kate Ewert and members of Sheviocck and Antony Parish Councils. The Safety Auditors and AECOM were unable to fully mitigate the risks re: the proposed changes to Antony Junction and as such the improvements and HGVs one-way Rame circulatory route is now defunct. However, CC has agreed to ringfence the allocated funding to spend direct in both Antony

and Crafhole to help alleviate issues on site. Please note that the following are preliminary proposals for Crafhole and therefore not fully ratified by Sheviok PC/Parishioners.

- At the eastern end of Crafhole B3247, purchase land and realign the road. The aim of this is to provide a line of sight to/from the mini roundabout.
- On the opposite side, purchase land to provide alternative parking for residents of the Terrace.
- This new parking would be 'encouraged' by installing double yellow lines between the eastern buildout and the first road hump only. With consultation on the double yellow lines to check public desire.
- At the western end, alternative residents parking to be considered by utilising the existing verge nr the telephone kiosk. This would again be 'encouraged' by double yellow lines through the narrow section. Further consideration given to some vegetation clearance adjacent to the BT pole below/opposite Lynher House, just to improve the width slightly and potentially extending the parking bay into the verge below
- The potential extension of the existing virtual footway, the road width appears to be an issue, but it would be measured to check.
- Concerns were raised regarding the damage caused to underlying pipes/drainage/ noise from HGVs traversing the speed bumps and their design. (See Correspondence item 10e)
- The removal of the signage directing traffic to Mount Edgcumbe/Millbrook off the A374 via Crafhole – to reduce traffic/HGVs on the narrow roads
- CC Highways will commission Aecom to consider all the proposals above, providing indicative designs and costings. Certain proposals are dependent upon ability to acquire land. Priorities would then be selected at a further stakeholder meeting, prior to public consultation. This is to be discussed at the July Rame Cluster meeting. Mr A O'Neil to attend. The Chair noted that the ultimate goal remains the bypass at Antony, as detailed in the RNDP.

b. **Safety slow signage, Portwrinkle.** Ongoing. Mr W Glassup, Highways and Environment Manager Cormac, has requested that CC install and fund the slow pedestrians in road sign. TBC. Ongoing.

a) **Any items to report.** Ongoing road surfacing work A374 (20 mph speed restrictions)

8. FOOTPATHS:

- a) **Finnygook Walk. Official opening/Parish Party. After discussion** It was agreed to hire the Memorial Hall, subject to availability for the 7th of August under power s137. (**Cllr Medway**). A Band is provisionally booked. Awaiting response from Antony estate re: official opening representative for footpath. To be an agenda item. **Cllr Brooks** to investigate possibility of Bouncy castle. Ongoing.
- Footpath 9.** Work has been completed to reroute this path to its original line. **Cllr Evans** to remove wire meshing from under style for dogs to access.
- Footpath 1:** Reopening works to be scheduled for late this financial year. CC To confirm.
- Footpath:** Catchfence to be installed, date TBC via Countryside Access Team.
- Signage improvements.** List remains with Countryside Access team for future funding.
- All footpaths:** Clerk advised that these are in process of being cut.

9. PLAY PARK AND OPEN SPACE –

- a. **Open Space -gym equipment/project** Cllr Jenkins reported that she is recompleting grant application as they have not resolved the original technical issues/found her original application.
- b. **Cllr Brooks** has completed safety check and revised the templates/copy given to Clerk. It was agreed to purchase a new plastic slide to replace current toddler slide, due to overheating. **Clerk.**
- c. **The second swing** will be reinstalled once restrictions lift/July 19th TBC.
- d. **Maintenance** to repaint white line outside play park.

10. CORRESPONDENCE RECEIVED, not covered in the agenda.

- a) **Email 18/05/2021 Positive Planning News for Local Councils and Agents - May 2021** to note.
- b) **Looe valley trails newsletter 2.** **Cllr Lester** to raise road safety concerns at gateway Meeting and enquire re: Cllr Court's application to be representative on Looe Valley Trail panel.
- c) **CALC scheme of delegation to Clerk, addendum, as advised by CALC.** Cllr Lester proposed, Cllr Evans seconded and with all in favour to adopt. **Clerk** to place on website.
- d) **Email: Sheviok Emergency Plan. Co-ordinator required for Portwrinkle.** **Clerk** to ask potential resident. It was agreed to continue with printing of revised Emergency Plan. **Clerk**
- e) **Email from parishioner. Re: Speed bumps through Crafhole.** Potential improvements were raised and favourably received for potential review, during the mornings meeting with Highways. See item 7a.
- f) **Code of conduct: Virtual training link.** Cllrs Court, Jenkins, Evans and Medway have completed. **Cllrs Brooks and Lester** will complete and advise Clerk.
- g) **Torpoint Town Council sent a letter of thanks** to the Parish Council/Residents of Sheviok PC for their ongoing support donation for the library services. Noted

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

Cllr Lester proposed, Cllr Jenkins seconded, with all in favour, to approve the Minutes of the Annual Parish Council Meeting Monday 17th Of May and the minutes of the Parish Council meeting held on Monday the 17th of May 2021.

12. TO REPORT MATTERS ARISING FROM THE ABOVE PARISH COUNCIL MEETING MINUTES, which are not covered by an agenda item or in the Action Tracker. None.

13. CRAFTHOLE BUS SHELTER AT CROSS. Following Review of quotes/designs, Cllr Evans proposed, Cllr Brooks seconded, with all in favour to approve the quote for Euroshel, Urban metro design. **Clerk** to submit grant application to CC for part funding.

14. VENUE FOR FUTURE PARISH COUNCIL MEETINGS: Following discussion it was unanimously agreed to continue with future Parish Council meetings at the new venue of the Memorial Hall/ Kennedy

room/lounge - due to Wi-Fi /parking/disabled access and facilities to encourage greater public participation - when restrictions permit. Cllr Brooks did not participate in vote, as is member of the hall committee.

15. FINANCE

- a) To receive and note the Internal Auditor's Report 2020/2021. It was noted that the internal auditor had signed off the accounts for 2020/21. No issues noted on report. One item verbally to note, the mistaken claim of Insurance Premium Tax as VAT, to be rectified on next quarterly VAT submission.
- b) ANNUAL GOVERNANCE STATEMENT 2020/21. Councillor Medway Proposed, Cllr Lester seconded with all in favour to approve and sign the Annual Governance statement 2020/21.
- c) To RESOLVE to sign the Annual Accounting Statement 2020/21 as being correct. Councillor Medway Proposed, Cllr Brooks seconded with all in favour to approve and sign the Annual Accounting statement 2020/21 as a true record. Chair to sign.
- d) To receive reconciled bank statements for June 2021. Cllr Brooks checked and signed the reconciled bank statements for June 2021.
- e) Cllr Brooks proposed, Cllr Lester seconded, with all in favour, to approve the finances as reported below.

Parish Precept account

OUTGOING

Sheviock Memorial Hall. Rent Clerk's office £62.85

Nancy Gray, Parish wage plus 11.9 hours overtime, minus clerk's nest pension contribution.

Nancy Gray, Clerk's parish expenses, £6.93

G Dyer Enforcement wage Sheviock/Maker Rame.

G Dyer travel expenses -charge to Maker Rame. £39.60

EDF, Tredis defib box £7.26

Tom Cox inv 801. Reinstate original footpath line, top section clearance of footpath 9. £850.00

CL Finance associates, Liz Taggart, internal audit fee vat £59.00 net £295.00 gross £354.00

D Leonard inv 179 Parish amenity areas x 2 in May £180.00

S Lester parish wage Parish wage.

S Lester expenses. £6.35

DIRECT DEBITS/ PAYMENTS TAKEN TO REPORT

Nest £54.93

Lloyds Bank Clerk's credit card, see breakdown below: Total £546.60

Clerk's credit card, £3 set monthly fee

Defibshop (online) Defib cabinet for Portwrinkle SWW station, vat £90.60 net £453.00 gross £543.60

INCOMING None

DEVOLUTION ACCOUNT

OUTGOING

Nancy Gray, devo Clerk's wage

S Lester, devo/maintenance wage

SWW water/sewerage Portwrinkle toilets £84.37

Julia Bradley, cleaning wage.

Julia Bradley expenses £14.88

Bunzl, hand soap refill bulk. Vat £3.98 net £19.88 gross £23.86

Bunzl, toilet products/cleaning supplies bulk. Vat £56.94 net £284.68 gross £341.62

Frances Jackson, cleaning wage.

DIRECT DEBITS. None

INCOMING

Ticket machine revenue. £1,036.50

16. **UPDATES FROM OTHER GROUPS –Flower Beds Subgroup (Cllr Evan)** It was agreed that more stone mulch could be purchased Portwrinkle beds; **Coastal Communities Group (Jenkins)** Nothing to report/no meeting; **Play Park and Open Space (Cllr Brooks/Jenkins)** previously covered in minutes; **Tree Warden. (Cllr Lester)** noted that, if confirmed dead and take photographic evidence a tree with a preservation order upon it can be cut down. **Defibrillators (Cllr Lester/Clerk)** New child defib pads for all units to be replaced/arriving this week. New cabinet for SWW pump arriving this week. **Clerk** to arrange installation of all. **Gateway Community Network (Cllr Lester)** It was agreed to raise the "Slow pedestrians in road" sign for Portwrinkle at the June meeting, direct to Mr W. Galssup of Cormac. **RPPTUG (Cllr Court)** awaiting AGM; **Torpoint Library (Cllr Brooks)** Library open 9:30-4pm weekdays. Letter of thanks for grant funding support. **Parish Environment and climate change Plan committee,** no members present, Cllr Brooks to raise electric car charging point at next committee meeting; **Devolution –** it was agreed to maintain the current Covid cleaning schedule then review when restrictions lift TBC July 19th.

17. ALL ITEMS FOR INCLUSION IN FUTURE MEETINGS.

- Footpath opening/Parish Party.
- Assessment of Toilet cleaning schedule.

18. DATE OF NEXT Parish Council Meeting, Mon July 12th, 2021

The Chair closed the meeting at 20:49

Nancy Gray, Parish Clerk

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NB. A draft copy of the minutes of the previous Parish Council meetings are posted on the Parish website – www.sheviockparish.org.uk