



Shevioc Parish Council

The Bill Warren Room, Shevioc Memorial Hall, Crafhole, Torpoint, Cornwall, PL11 3DG

Clerk: Mrs Nancy Gray. Telephone: 01503 232996 Email: sheviocpc@btinternet.com

The Minutes of the meeting of Shevioc Parish Council held on Monday the 12th of July 2021 at 7:00pm in the Kennedy Room, Shevioc Memorial Hall, Crafhole.

Present: Councillors: Chair Cllr Steve Medway. Cllr P Brooks, 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.** Vice Chair Cllr W. Evans. Cllr L Jenkins.
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, gave her report. In Summary:

Traffic Through Crafhole/road improvement scheme initial draft proposals. She has suggested that residents look out for the consultation and feedback via there.

The first Rame Cluster meeting will be held on Wednesday (14th July) – We will hear from the team managing the Rame circulatory plan and the evolution of that. As well as an open discussion about the “art of the possible” regarding a recycling centre on the Rame.

Sea defences in Portwrinkle – She has had sight of the 2016 report and they seem to be saying to initially hold the line/road access plus community engagement – she has not been told of community engagement and has asked again for a meeting with the relevant department officer.

She is now involved in the **Looe Valley cycleway scheme** – this is soon to be renamed. A stretch of the cycleway is planned to go from Looe to Cremyll. This is an exciting project that will involve a fair bit of spending in our area, including some small sections of off-road cycleway, electric bike charging points and so on. She is arranging a meeting with the 3 parishes that the cycleway will come through, (MwR, Millbrook and Shevioc) and the project delivery manager, so that we are all aware of the plans. She is aware Crafhole is main risk area. But funding will be spent on more viable areas of the routes first. The Clerk has re-forwarded letter highlighting the road safety concerns and current issues already being faced, to the project manager of the scheme, via the Gateway. Cllr Court's contact information has been reforwarded to the project manager via the gateway, to be lead representative for the Parish/rep on the design/consultation team.

County Hall

Business is in full swing at County Hall now – there have been welcome developments around **housing provision**, with the new administration declaring they intend to deal with the housing crisis in Cornwall. The portfolio holder for housing has made an announcement regarding pop up park style housing to deal with the immediate crisis and all Councillors have been invited to propose places within their divisions that the council might look at. It has been suggested that a potential site could be between Wiggle Land and Military Road. The first meeting of the **New Mount Edgcumbe Joint Committee** will be held on the 23rd of this month – she will report on that at the next PC meeting.

She had highlighted the **State of Cornwall Housing properties** in her last report – since then a report has been partially released, and letters sent to all Cornwall Homes tenants apologising for the poor service. She met with the Cornwall Homes senior team and there is a robust plan being implemented regarding a rolling repairs scheme.

She raised at the cabinet meeting the point raised by the Chair of the PC about **covenants on ex RTB properties** being sold locally. We were told they did not have an answer but would come back to us. They have not done so, so she intends to raise this as a question to the portfolio holder in the Full Council meeting on Tues 13th July.

- Parishioner email. Request for **hedge cutting along Finnygook lane**. Clerk has checked with Highways re: nesting birds and “if hedgerows cause a clear danger to road users/Pedestrians, they can be cut. **Clerk** to contact Antony Estate.
- **Email from Parishioner: Party Harbour Beach.** Residents/volunteers have cleared bags of rubbish and broken glass adjacent to Harbour wall, following a party held on the beach. **Clerk** to thank Mr P Stone. It was noted that the Parish Council does not manage the Harbour (Cornwall Council) or Harbour beach (Antony Estate). Whilst the Parish Council does not object to people meeting up outside, it does object to anti-social behaviour, there are ample bins for beach users to dispose of rubbish or take home with them. It is an offence to litter.

- **Car Park weekly tickets.** Email from visitor. Cllr Medway had helped a visitor purchase a weekly ticket, as could not obtain. It was noted that mostly £2 coins must be used to obtain the £35 ticket, exact money must be used as no change given, any amount less than £35 but over the price of a day ticket will result (when button pressed) in the issue 1 x day ticket only, not a series of consecutive day tickets. **Clerk** to replace fading notice by machine. The machine will be upgraded when a stronger reliable signal can be obtained, and funds accrued.
- 6. PLANNING.**
- a) **NO New applications were received before the agenda was finalised.**
 - b) To receive details of planning applications received after the agenda published: **PA21/07037** 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 Sheviack Torpoint Cornwall PL11 3EW. It was agreed that as this is not a contentious application, the Parish Council would not call as special Planning meeting. It would be placed on the website with link to Cornwall planning portal so parishioners can comment direct. **Clerk**
 - c) To receive planning decisions from Cornwall Council.

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, Crafhole, Torpoint Cornwall. Applicant Mr D. Humphries. Approved.

PA21/04539 The Bunkhouse Lower Tredis, Sheviack, Torpoint, Cornwall PL11 3ER. The improvement and alterations to existing dwelling and the construction of a garage and storeroom. Applicants: Mr and Mrs Goss. Approved with Conditions.

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.
- 7. HIGHWAY MATTERS TO REPORT.**
- a. **Traffic through Crafhole/Antony Road junction.** (See also Correspondence agenda item 11 c, d & e) It was resolved that Cllr Medway would attend the Virtual Rame Cluster meeting on July 14th, for continuity, scheme to be further discussed during this meeting. No date yet for public consultation.
 - 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. Cllr Lester chased this at the Gateway meeting, pending update. **Clerk** to affix smaller "slow down" signage near to toilet exits.
- 8. FOOTPATHS:**
- a) Due to rapid growth, it was agreed to schedule an additional earlier cut of the footpaths late July/early August. Also to cut back overgrown brambles in hedge lower section of Badgers Lane/footpath 4. Plus Adhoc additional cutting: SWW pump station pathway eastern wall – plant preventing access; footpath sign Georges Lane; Around side and back of public toilets; around dog order signs harbour slip way and top of footpath 12. **Clerk**
- 9. PARISH PARTY/FINNYGOOK WALK OFFICIAL OPENING CEREMONY.** It was agreed to ask Mrs R Dunn and Mrs G Kennedy to officially open the New Permissive footpath, Finnygook Walk (2pmTBC) (**Cllr Medway**). **Clerk** awaiting response from Antony Estate regarding invite for representative. Following initial risk assessment, details were finalised/discussed for the Parish Picnic Party/get together, to be held at the Memorial Hall from 3pm onwards on Sat the 7th of August. Cllr Brooks informed that the Bouncy castle would no longer be available but preschool outside play area will be open. **Clerk** to place posters on notice boards inviting parishioners to bring own picnic/picnic rugs and refreshments. Band, music and games on the day. Any funds raised will go towards the parish defibs. All attending to follow government guidance in respect to Covid precautions. Parishioners encouraged to walk; limited parking available at Memorial Hall Car Park for those who need transport/live further in Parish. **Clerk** to complete risk assessment and job allocation/equipment list to circulate for organisers prior to use on the day.
- 10. PLAY PARK AND OPEN SPACE –**
- a. **Open Space -gym equipment/project** Cllr Jenkins unavailable. Clerk to ask her for update report regarding all grant funds available/being applied for and circulate.
 - b. **The second swing** will be reinstalled once restrictions lift/July 19th.
- 11. CORRESPONDENCE RECEIVED, not covered in the agenda.**
- a) Email Weds 30/June, Cornwall Cllr B Jordan. Seeking views on Cornwall Council and how the new administration can make improvements. **Cllrs** to respond individually.
 - b) Horses in the harbour. Official report Nr: DY17DWU2 – 10100559545 filed to CC, by parishioner regarding concerns raised following Horses in the harbour. It was agreed to write to Mr K Andrew/ Horse Livery informing him of report filed. To request he ask all horse riders to clean up after their horses and be considerate of safety, especially during the extra busy season ahead, to avoid further involvement by the Harbour authorities in reference to a ban on Horses. **Clerk**
 - c) Damage to wall, no 1 the Terrace, Crafhole. Email from parishioner sent to Cormac, highways dept/Mr Glassup. **Clerk** to ask parishioner if they would support a hazard bollard being installed if the PC were to request this.
 - d) Email from parishioner re: **clarification regarding draft proposals for traffic improvement within Crafhole.** Clerk circulated and response provided. **Cllr Medway** to raise added concern - primarily regarding possible increase of traffic/speed if flow of traffic improves. Cormac and Cornwall Highways reps will attend the Cluster meeting on Weds 14th July.

- e) Email from parishioner re: **deteriorated road markings/mini roundabout Crafhole**. Email June 2nd, 2021, **Clerk** to ask Highways to assess safety then add to Parish action tracker to place alongside virtual pavement repairs by CC. **Cllr Medway** to raise with Highways at Cluster meeting.
 - f) Email, Community Gateway: **Sustainable travel to work grant**. Clerk to Forward to local businesses.
 - g) Town and Parish Council Newsletter July 2nd, **Queen's Platinum Jubilee June 2022**. The date was noted for extended bank holiday and possible beacon lighting. **Cllr Medway** to speak to Mr K Andrew as beacon is on his land.
- Free Landmark Tree** – to celebrate a person, place or event apply by Aug 2nd. It was agreed that the **Clerk** should apply for a small (fruit tree if possible) for the Open Space. Cllr Brooks asked if a raised bed could be incorporated into the Open Space. It was agreed that if a volunteer(s) from the community wished to drive the project this could be done.

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

Cllr Medway proposed, Cllr Brooks seconded, with all in favour, to approve the Minutes of the Parish Council meeting held on Monday the 14th 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. **Clerk** to purchase replacement plastic toddler slide for play park. **Maintenance** to remove key lock on Tredis noticeboard or obtain new key. **Parish Emergency Action plan:** volunteer(s) still required to fill vacancy within communication cascade system. **Clerk** to place notice on Portwrinkle board.

13. **CRAFTHOLE BUS SHELTER AT CROSS**. Grant bid successful for Euroshel, Urban metro 2 bay design with freestanding bench. Awaiting installation dates. **Clerk** to ask installers to remove bin on day and replace afterwards. Timetable cabinets also purchased for Crafhole cross and Portwrinkle, both to be installed on same date by fitters.

14. FINANCE

- a) Cllr Medway proposed, Cllr Court seconded, with all in favour, to approve the finances as reported below.
- b) Cllr Brooks checked and signed the reconciled bank statements for July 2021.

Parish Precept account

OUTGOING

Sheviack Memorial Hall Rent Clerk's office £62.85
 Nancy Gray, Clerk's Parish Wage
 Nancy Gray, Clerk's parish expenses £4.50
 G Dyer, Dog Enforcement Officer wage.
 G Dyer travel expenses (charge to Maker Rame) £39.60
 Edf. Tredis defib Net £6.67 Vat 33p Gross £7.00
 D Leonard Grass cutting contractor. Inv 205 Footpaths June
 D Leonard Inv203. Parish Amenity areas June.
 D Leonard Inv 202 CC Amenity areas
 S Lester, maintenance in parish wage
 S Lester travel expenses £2.75

DIRECT DEBITS/ PAYMENTS TAKEN TO REPORT

Nest Pension includes employer's contribution and employee's contribution -taken from wages £57.96.

Lloyds Bank, Clerk's credit card, see breakdown below: Total £84.66

Clerk's credit card, £3 set monthly fee £3.00

Amazon PPE varied (gloves, aprons, masks) plus Torpoint hardware 1 x padlock plus 4 extra keys. This will need to be reclaimed from Devolution account as charged to Clerk's credit card -linked to parish account. vat£13.62 net £68.04 Gross £81.66

BT Business internet/ phone clerk's office. Vat £43.66 net £218.30 gross £261.96

INCOMING: None

DEVOLUTION ACCOUNT

OUTGOING

Nancy Gray. Clerk's devo wage share
 S Lester. Maintenance devo wage
 Mrs A Evans. Expenses, Compost and plants Cross Flowerbed. £51.43
 Dean Leonard. Inv. 204 Adhoc grass cutting £75.00
 Julia Bradley. Cleaning wage
 Julia Bradley Cleaning Expenses £30.83
 Cornwall Council Parking Enforcement SLA May £21.00
 Frances Jackson. Cleaning wage.

Direct Debits/payments to report.

Unity Bank Manual cash handling fee March-May 5th £10.00

Unity Bank Service charge £18.00

INCOMING

Ticket machine revenue £484.60

Ticket machine revenue £1,012.35

15. **UPDATES FROM OTHER GROUPS –Flower Beds Subgroup (Cllr Evans)**. It was agreed to seek advice from Mr P. Stone re: cutting back the large plant obstructing the sight/ location of the Car Park Ticket Machine, from the east (**Clerk**); **Coastal Communities Group (Jenkins)** Nothing to report. **Play park and Open Space**. It was agreed to cut back interior hedge in September, once nesting season is over. **Clerk** to arrange, **Tree Warden. (Cllr Lester)** Nothing to report. **Defibrillators (Cllr Jenkins/Clerk)**

New child defib pads for all units bar Finnygook have been replaced. **Clerk** to install at Finnygook prior to September. New Cabinet at SWW Pump station has been installed. **Gateway Community Network (Cllr Lester)** raised the "Slow pedestrians in road" sign for Portwrinkle with Mr W. Glassup of Cormac, who is chasing CC. Mobile Virtual Speed activation sign for Crafhole, nr memorial Hall. New post installed, 5th on list in the Gateway shared rota of mobile device. Concerns forwarded to project Manager re: Road safety concerns with proposed Looe Valley bike trail through Crafhole. **RPPTUG** (Cllr Court) requests made to investigate forming an integrated Public Transport system on the Rame, linking St Germans Railway station. Calls for a return of the late/night bus service to resume, request for more Sunday bus services. **Torpoint Library (Cllr Brooks)** Nothing to report. **Parish Environment and climate change Plan committee**, no members present; **Devolution** – it was agreed to maintain the current, increased Covid cleaning schedule over summer where feasible for staff/peak times.

16. All ITEMS FOR INCLUSION IN FUTURE MEETINGS.

- Assessment of Toilet cleaning schedule.

17. DATE OF NEXT Parish Council Meeting, Mon September 13th, 2021

The Chair closed the meeting at 21:15

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