



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

The Minutes of the meeting of Sheviocck Parish Council held on Monday the 13th of December 2021 at 7:00pm in the Kennedy Room, Sheviocck Memorial Hall, Crafhole.

Present: Councillors: Chair Cllr Steve Medway, Vice Chair Cllr W Evans; Cllr D Lester, Cllr L Jenkins, Cllr P Brooks, Cllr P Stone. Parish Clerk Mrs N. Gray.

- 1. APOLOGIES.** Cllr Ian Court, Cornwall, Cllr K. Ewert.
- 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.
 - A parishioner had reported their concern at being unable to make a report to the Police via 101 or the RSPCA, following their vehicle striking a deer near Antony. The deer had run away after, but their car was damaged. Clerk to contact PC Wilson of Devon and Cornwall Police to clarify how a report can be made re: animal strike, as does not fit criteria questions on 101 website. It was noted that there appear to be more deer this year.
 - An email received regarding the purchase of Winter Parking Permits, Portwrinkle Car Park. It was clarified that these are available for purchase by "All Parishioners" not just residents to Portwrinkle.
 - Email from a concerned parishioner regarding loud bangs/gun shots from the field below Sheviocck Memorial Hall. This was confirmed to be a crow scarer, installed by Mr K Andrew, to deter Crows from eating the recently sown crop.
- 6. PLANNING.**
 - a) **Applications received before the agenda was finalised.**

PA21/10605 Erection of Green House. The Coppice Georges Lane Sheviocck Torpoint Cornwall PL11 3EL. Applicant, Mrs J Bushrod. Cllr Lester proposed, Cllr Jenkins seconded, with all in favour to support this application.

PA21/11965 Proposal Tree works. Proposed works to trees in a Conservation area. Glebe Barn A374 Between Access to Trewin House and Access to Trethill House Sheviocck PL11 3EH. Applicant Mr Michael Evan. Cllr Lester proposed with all in favour to support this application, there are no TPOs.
 - b) To report planning applications after the agenda was finalised. None
 - c) To receive planning decisions from Cornwall Council.

PA21/08283. Proposal: Renovation and extension of Thanckes House. Location Thanckes House Finnygook Lane Portwrinkle. Approved with conditions

PA21/0330(4&5). Tredis House Sheviocck Torpoint Cornwall PL11 3ER Proposal: Listed Building Consent and Planning application for proposed building of 2 'off the shelf' domestic reading rooms and 1 direct replacement of the rotten pergola over the pond. Pending
- 8. HIGHWAY MATTERS TO REPORT.**
 - a. **Traffic through Crafhole.** Awaiting draft proposals/plan to help alleviate the congestion issues through Crafhole, from Mr Adam O'Neil of CC Highways, they will be put forward to public consultation once drafted. Awaiting response from William Glassup of Cormac, regarding second opinion for the redesign of speedbumps in Crafhole terraces.
 - b. **Road closure Antony Hill.** Streetworks had agreed to place a three-way traffic control system in Crafhole on Monday 13th of Dec for 7 days, to help alleviate congestion – whilst all traffic is diverted through Crafhole. **Cllr Medway** to meet the team on site at 8am, Tuesday 14th. December.
 - c. **Looe valley Trail.** Following the Cluster meeting, Cllr Medway reported that: the general impression was that Cornwall Council acknowledged it may be too difficult to develop the route within Crafhole, due to the ongoing issues raised, concerning traffic through Crafhole. Other areas will be focused upon.
 - d. **Closure Intention:** Whitsand Bay View, Portwrinkle, March 2022 (07:30-18:00). Openreach
- 8. FOOTPATHS**
 - a) **Finnygook walk: Cllrs: Medway, Stone, Evans and Mr S Lester (Maintenance)** to meet Sunday 19th at 10am, to erect Memorial Bench. **Clerk** awaiting receipt of quotes for installation of banister/railings on two sections of path, plus replacement steps for lower entry/exit. **Memorial Totem:** It was agreed to add a second plaque board on the back of the current memorial. The front will display memorial plaques for parishioners and the reverse for Parishioner's pets. Brass plates can be purchased,

subject to availability, from the Clerk for £25 towards the cost and future upkeep of the memorial. The Parish Council will erect but the engraving is to be organised by the person purchasing a plaque.

- b) **Footpaths 1 & 12.** Clerk to Ask **Cornwall Cllr Ewert** to help chase response from the Countryside access Team, regarding the works to reopen footpath 1 this financial year, as promised, plus the installation of a Catchfence above footpath 12 to Finnygook beach.

9. PLAY PARK AND OPEN SPACE

- a) **Open Space - gym equipment/project.** The Clerk reported that the National lottery grant bid was successful, and the grant has now been received – to be reported in December accounts at January meeting. Cllr Jenkins proposed, with all in favour to approve payment to purchase the outdoor Gym equipment, inclusive of installation and matting, as per the quote and design plan provided by Fresh Air and Fitness totalling: net £9961.30 gross £11,953.56. **Clerk** to confirm order. **Raised Beds:** this will be a Parish Council led Community project. **Dwarf fruit trees:** Cllr Jenkins to approach the Climate change committee to source appropriate tree(s) that are not harmful to livestock and are low in height; to source potential donations/grant funding; If bare rooted, deadline to plant would be end of March. **Clerk** to ask contractor, Mr D Leonard to mow the disabled footpath in the Open Space. **Maintenance** to improve surface grip of wooden wobbly bridge and balance beams in play park.

10. CORRESPONDENCE RECEIVED, not covered in the agenda.

- a) **Email, 22/11/2021 Cornwall Council Planning and Sustainable Development. Consultation on Planning Application Validation List.** Noted.
- b) **RPTUG SANTA BUS.** The Santa bus will be visiting the parish on Sunday 19th December, Kimberly Foster bus stop 17:20.
- c) **Cornwall Council Christmas rubbish & recycling collection,** bin collections as usual over Christmas period. Christmas trees can either be put out for brown bin collection – if subscribe to this, if not then put out with bins week commencing 10th Jan – 17th of Jan, if tree over 6ft then cut in two.
- d) **Email/Letter via Cllr Ewert. Funding request, Friends of Rame Responders on behalf of Rame First Responders.** Although an important service, it was noted that the budgeted grant allocation has been used and the six parish defibrillators need extra funds allocated to them. Therefore, donation declined.
- e) **Email from Mr S Murray, of Torpoint and Rame Lions Club. Offer of Lions representatives to attend a PC meeting in the New Year to ascertain if there is anything the Lions Clubs can do or lend a hand within the Parish.** It was agreed to invite them to the next/future parish Council meeting. **Clerk**
- f) **Email from Parishioner re: request to improvement the road surface of the lower part of Donkey Lane.** Clerk to request this to Cornwall Council, noting it as the Emergency access route as recorded in the Parish Emergency plan.
- g) **Email 07/10/2021 Request to support the 20s plenty campaign.** It was agreed to place the motion for support, as detailed in the letter, on the next agenda with the view to resolving to support this campaign. **Clerk**

11. MINUTES

The Minutes of the Parish Council meeting held on Monday the 8th of November 2021 were approved as a true record.

- 12. TO REPORT MATTERS ARISING FROM THE ABOVE PARISH COUNCIL MEETING MINUTES,** which do not appear on the Action Tracker. **Parish Emergency Action plan:** Hard copy now received from Printers. To be circulated to those named on Communication Cascade via **All Cllrs** to their respective areas. **Cllr Medway** to ask Mr A Tinsley, regarding Portwrinkle Cascade system, to replace Mr B Bushrod - due to relocation. **Clerk** to place details, at parish bus shelters, of the Website: **bustimes.org**, which displays a current (real time) bus tracker map, showing where the bus is on the route, the number of seats still available and whether it is a single or double decker.

13. FINANCE

- a) Cllr Medway proposed, Cllr Lester seconded with all in favour to approve the following payments for December, see below.
- b) Cllr Brooks signed the reconciled bank statements for November 2021.
- c) It was agreed to approve the purchase of Body cam for Enforcement Officer. **Clerk** to purchase
- d) Cllr Medway proposed Cllr Lester seconded with all in favour, to approve the Parish and Devolution budgets for finance period April 1st, 2022- March 31st 2023.
- e) Cllr Medway proposed Cllr Lester seconded to approve the Parish precept for April 1st2022- March 31st, 2023, at £21661.6

PARISH PRECEPT ACCOUNT

Dec 2021 Parish Payments to raise/authorise plus DD & payments taken and incoming to report from Nov 2021				
Pay who	For What/Description	Vat	net	Total
Sheviok Memorial Hall	Rent Clerk's office			£62.85
Nancy Gray	Clerk's Parish wage share			
Nancy Gray	Clerk's parish expenses			£4.50
G Dyer	Maker/Rame and Sheviok Enforcement wage			
G Dyer	travel expenses (charge to Maker Rame)			£19.80
S Lester	Parish maintenance wage			
S Lester	Expenses, travel.			£2.70
ASG Security	office.	£35.78	£7.16	£42.94
Dean Leonard	Inv 129 Footpath cutting Oct			£350.00
Dean Leonard	Inv 130 parish amenities sep/oct			£360.00
EDF	Tredis defib	£0.33	£6.67	£7.00
Direct Debits to report	DIRECT DEBITS/ PAYMENTS TAKEN TO REPORT			
Lloyds Bank	Clerk's credit card, see breakdown below:			£91.36
	<i>Clerk's credit card, £3 set monthly fee</i>			£3.00
	<i>Avast internet security £ 29.99</i>			£29.99
	<i>Amazon 2x box face masks net 24.98 vat £5 £29.98</i>	£24.98	£5.00	£29.98
	<i>Amazon Gloves amazon 10.82 net 2.17 vat total 12.99.</i>	£10.82	£2.17	£12.99
	<i>Torpoint hardware, varied.</i>			£15.40
INCOMING				
Cornwall Council	LMP footpath grant			£751.08
Cornwall Council	Bus Shelter grant £5000. Cil Levy payment £5267.33			£10,267.33

DEVOLUTION ACCOUNT

2021 Devolution payments to authorise in Dec and Direct Debits/incoming receipts to report from Nov 2021				
Pay who	For Description	Vat	Net	Total
Nancy Gray	Devolution Clerk's wage			
Julia Bradley	Cleaning wage.			
Julia Bradley expenses	Cleaning products			£11.00
Frances Jackson	cleaning wage.			
Cornwall Council	SLA Parking enforcement, Portwrinkle November			£37.80
S Lester	Maintenance wage			
S Lester	Expenses Barrier tape			£7.99
Dean Leonard	inv 132 Adhoc cuts, toilets, flowerbed grass by car park/ varied			£135.00
Direct Debits and payments to report from Oct				£0.00
INCOMING to report from Oct				
Ticket machine revenue				839.50
Ticket machine revenue				891.45
Ticket machine revenue				592.10

14. UPDATES FROM OTHER GROUPS –Flower Beds Subgroup (Cllr Evans). Nothing to report. **Play Park and Open Space.** see agenda item 9. **Tree Warden. (Cllr Lester)** Nothing to report. **Defibrillators (Cllr Jenkins/Clerk)** 3 x defibrillators are now linked to "the Circuit" and can be accessed by SW Ambulance service. The remaining three should hopefully be linked before the end of Dec. **Clerk** to resend links to guardians for the Finnygook and Tredis defibs, also contact parishioner in Sheviok regarding the possibility of being a guardian for Sheviok Defib. **Gateway Community Network.** Cllr Lester attended meeting noting: Police figures - Crime level down except Drug crime/county lines; Gateway Highways Scheme, advice that Parish bids for new schemes are to be submitted by March 2023. **RPPTUG Library (Cllr Brooks)** Nothing to report. **Parish Environment and climate change Plan committee,** Cllr Jenkins gave feedback from the committee meeting. The request to fund new Posters regarding no idling/switch off engines was not approved, as current ones still in situ. It was agreed to ask, via **Cllr Jenkins**, if the committee could be tasked with the following: To draw up a draft Action plan of

climate change projects/ priorities to move forward with; To source dwarf fruit trees (2or3) for the Open space (see item 9 a). Cllr Jenkins noted/Cllr Brooks confirmed that Shevioc Memorial Hall committee were researching Electric car charging points, for potential future consideration. Cornwall Council are undertaking a feasibility study to add Electric charging points to all Cornwall Council car parks. **Clerk** to ask Cornwall Council, Mrs C. Thomson for details of Cornwall Council's ten pledges regarding Climate change/Carbon neutrality. **Devolution: Maintenance** to remove peeling paint from Toilet floors.

- 15. PARISH CHRISTMAS TREE UPDATE.** Thanks was extended to the Finnygook Inn, for their generous donation of a Christmas tree and lights installed at Crafhole Cross, purchased from the proceeds of their quiz night.
- 16. QUEENS PLATINUM JUBILEE.** Cllr Medway reported that permission to access the beacon has been granted, so that Mr Malcom Biles can make repairs to the basket.
- 17. All ITEMS FOR INCLUSION IN FUTURE MEETINGS, not already shown in minutes/or standing items. None**
- 18. DATE OF NEXT** Parish Council Meeting, Mon Jan 10th, 2022.
The Chair closed the meeting at 20:40

Nancy Gray, Parish Clerk

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

Telephone: 01503 232996 Email: sheviockpc@btinternet.com

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