



Sheviack Parish Council

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

The Minutes of the meeting of Sheviack Parish Council held on Monday the 14th of February 2022 at 7:00pm in the Kennedy Room, Sheviack Memorial Hall, Crafhole.

Present: Councillors: Chair Cllr Steve Medway, Vice Chair Cllr W Evans; Cllr D Lester, Cllr P Brooks, Cllr L Jenkins, Cllr I Court. Cornwall Councillor Kate Ewert. Parish Clerk Mrs N. Gray. There were 7 members of the public present, including 3 members Of Torpoint and Rame Lions Club there to make a representation to the Parish Council.

1. **APOLOGIES.** Cllr P Stone.
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.
 - **Fly tipping in the Parish.** Reports received of \Garden waste being fly tipped in Sheviack and Tredis. The Clerk noted that Fly tipping on Cornwall Council land can be reported to Cornwall Council at https://secure.cornwall.gov.uk/form/auto/waste_flytip_report . CC will then clear. However, on private land it is the responsibility of the Landowner to clear, although the Community Protection team can investigate reports of fly-tipping on private land where there is evidence that could lead to identifying the person(s) responsible. If this is the case, then it can be reported to Cornwall Council using the same link above/via their website.
 - **Difficult access to concealed water hydrant, Sheviack Lane.** Clerk to contact Cornwall Fire Service to report/seek advice regarding having it checked.
 - **Grant advice requested from parishioner to St Mary's Church Sheviack regarding disabled access.** Although the Parish Council cannot provide grants direct to the church, **Cllr Jenkins** will research general grant availability and advise parishioner.
 - **A request made to improve the Parish Footpath descriptions, to also include flora and points of interests.** **Cllr Medway** to include request in the Parish Newsletter, should parishioners wish to submit items. **Cllr Medway** to approach a previous contributor to the Newsletter.
 - **Cornwall Cllr K Ewert monthly update.** This was circulated prior to the meeting. It is now sent to the 6 parishes and 1 Town Council within the Rame Peninsula and St Germans division. To give an overall picture of the work being done across the division to help inform Parish and Town Councillors. It was agreed that this was very useful.
6. **TORPOINT & RAME PENINSULA LION'S CLUB.** President of the club Mrs Julie Morris and members Mr S Murray and Mr David Rosson gave a presentation to the room, to provide information regarding the club - of which the branch is the largest in the SW with 26 members - and its role in the community. Following a recent survey within the parish they wanted to strengthen their profile and offer the assistance of the Lions when/where possible for community events and projects within the parish. It was also noted that they meet on the first Tuesday of the month, in the Comrades Club Torpoint at 7:45pm. New members looking to contribute to their wider community are very welcome. More information can be found on their website: <https://e-clubhouse.org/sites/torpointrame/> Or via Facebook https://www.facebook.com/Torpoint-Rame-Peninsula-Lions-161549974000124/?ref=page_internal. **Cllr Medway/Mr Murray** to submit information within the next Newsletter.
- It was agreed to move item 8 forward for further Public Participation** -Please see agenda item 8.
7. **PLANNING.**
 - a) **Applications received before the agenda was finalised.**

PA22/00653 Proposal Works to trees covered by a Tree Preservation Order (TPO), Sconnerway Polbathic, Mr Mankowitz. No objection raised from the Tree warden as pruning rather than felling. It was agreed to support this application.

Appeal Notification PA20/11367 The Beach House, Portwrinkle. Planning Application refused by Cornwall Council. To resolve whether to submit further comment to the planning appeals inspectorate via website <https://acp.planninginspectorate.gov.uk>. It was agreed unanimously to submit the original response submitted on Tues 9th Feb 2021 - see below, with the additional condition that:

 - The original approved plans are for a flat roof style with soak away drainage. Due to time passing and this being a coastal erosion zone, the drainage from the larger Apex roof would need to be considered

and directed into the drainage system rather than soakaway. The gold footpath 637/12/1 that leads directly to the beach is awaiting the installation of a catch fence, the stability of this footpath must not be compromised. The Countryside access Team appear to have only made comment concerning footpath 6 rather than footpath 12.

Response submitted Feb 2021: The dwelling is due to be built within and "Area of Great landscape value" and a Country wildlife site. The Parish Council will only support this application if:

- It is compliant with Policy 5 of the Rame NDP General development (design, visual impact, and biodiversity).
- It does not undermine the stability and sustainability of the gold footpath, no 12, access to Finnygook beach. (There have been recent logged landslips across this).
- That the property/building work does not undermine the stability of the cliff and safety of the beach users directly below. This is a coastal erosion zone.
- On the condition that Policy 1 of the Rame NDP, primary residence clause is applied, if this is classified as a new application/new dwelling although this is unclear as filed as a complete change of design plans. **Clerk** to submit to inspectorate.

PA22/00233 Certificate of Lawfulness for existing use as holiday accommodation | Donkeys Halt Donkey Lane Portwrinkle PL11 3BP. No Objections raised. **Clerk** to file

b) To report planning applications after the agenda was finalised. None

c) To receive planning decisions from Cornwall Council. None

8. PORTWRINKLE CAR PARK,

- a) **Parish Council Car Park, prevention of Overnight Parking of Campervans,** running of generators and wastewater disposal. Cllr Ewert stated that she had received concerns from residents regarding overnight campervans on Portwrinkle seafront and requests for early morning enforcement. Public Participation was permitted which included.
- Concerns regarding, obstruction to the highways due to the size of vehicle in space/overhanging flowerbeds; possibility of inappropriate use of Public Toilets; generator noise. Fears of issue worsening for the summer season. Repeat offenders. Requests were made for: improved additional signage emphasising no overnight sleeping in vehicles/camping/ no overnight parking of mobile homes; signage translated into different languages; more enforcement; a contact to whom to report contravening vehicles., closure of the Public Toilets.
 - Cllr Medway noted that he had approached the occupants of the overnight camped mobile home, pointing out the concerns from residents and advising that they were contravening the parking regulations by camping in their vehicle overnight and not purchasing a ticket in the day. They had then left. The Clerk had also sent details of the registration/photos to the enforcement team. Enforcement had been requested but called off as Cllr Medway had already dealt with this issue. It was noted that for safety reasons the Parish Council could not advise parishioners to approach occupants although it would be helpful to make a note of registrations/ dates of vehicles camping overnight, to help with enforcement.
 - It was agreed to: Request more early morning enforcement when agreeing the Enforcement Service level contract for 2022/2023. Order new signage stating No Overnight parking of Mobile homes. No sleeping in vehicles overnight/No camping overnight; contravening vehicles will be clamped. **Clerk** to seek advice/examples from Cornwall Council. Look into cost/feasibility of permanent windscreen stickers to attach to mobile homes if camped overnight. Erect new signage for Public Toilets stating, "No disposal of Grey or Black water from mobile homes/campervans." Erect a CCTV camera outside Public Toilets for this purpose. If issue arises the PC will close Public Toilets early evening, **Clerk to action.** **Cllr Ewert** agreed to request site visit from Police.
 - Concern raised at same time regarding pedestrian's safety and speed of traffic in Portwrinkle. Current signage still not enough to deter/warn. It was agreed to look into /request SLOW signage to be painted onto the road surface. **Clerk to contact CC Highways. (See item 9b) also see item 9c)**
- b) **Car Park/Ticket machine:** Due to an irreparable machine fault (machine still able to issue tickets at present). It was proposed by Cllr Evans, seconded by Cllr Lester with all in favour to: Purchase, with accrued non precepted devolution funds, a new Card and Coin operated solar machine from Flowbird, as per their circulated quote and subject to: 4G strength being confirmed at site visit; confirmation of ticket receipt roll type and confirmation of the card transaction costs. **Clerk** to request quote for installation. It was agreed to review the parking tariffs following acquisition of new machine. **Clerk to action. Cllr Medway to attend site meeting.** It was noted that the parking bay white lines have been refreshed with paint.

9. HIGHWAY MATTERS TO REPORT.

- a. **Traffic through Crafhole.** Awaiting the proposed design plan/results from AECOM prior to parish consultation, to keep on the agenda.
- b. **Highways Scheme Funding.** It was agreed to request cushioned speed bumps through Crafhole narrows; To request slow signage on Finnygook lane road surface at gateway to Portwrinkle. **Clerk** to submit application to Community Gateway.
- c. **Cornwall's 20's plenty campaign.** Clerk has sent response to Cornwall Council's Leader supporting last month's motion "That the Council supports 20's Plenty, for Cornwall's aim for area-wide, default signed 20mph limits across Cornwall's urban and village settlements. Highlighting Shevioc lane outside play park and Portwrinkle seafront.
- d. **Georges Lane Flooding. Mud on Road/Drains blocked.** William Glassup of Cormac visited site and will schedule road closure/ repair of drain.
- e. **Looe valley trail.** Cllr Ewert had informed Cllr Medway that this is currently on hold.

10. FOOTPATHS

- a) **Finnygook walk:** Clerk still awaiting quotes from contractors re: steps/handrails.
- b) **Footpaths 1 & 12.** Cllr Ewert has also contacted 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. Response still pending.
- c) **WCA 561 Definitive Map Modification Order, Finnygook Inn.** It was noted that this is now under review and that Cornwall Council have confirmed they have the original maps and statements from parishioners. **Cllr Medway/Clerk** to collate statements of use from parishioners who have used this route in the years since the application was originally filed. **Clerk** to then respond to Cornwall Council.
- d) **Footpath 5/Lady well.** Clerk to request Countryside access Team to repair/infill drainage trench/holes approx. 200m downhill from Water Pump.

11. PLAY PARK AND OPEN SPACE. QE2 Platinum Jubilee Open Space project

- a) **Gym equipment:** Adult Gym equipment is being installed on the 3/4th of March. **Clerk** to order the games/picnic table. **Clerk** to circulate designs for Shelters for approval. **Clerk** to enquire if Lions /Raleigh could aid with installation of shelter/tree planting.
- b) **Fruit trees:** Permission received from Antony Estate to plant fruit trees. Cllr Evans proposed, Cllr Medway seconded with all in favour to order the 6 x mix of apple and pear trees as per the quote, to be planted at the lower end of the Open Space ASAP to ensure the best start. **Clerk** to purchase
- c) **Raised beds.** Cllr Evans to supply 2 x sets of wood from tree offcuts. 2.4 x 1.2 m approx.
- d) **Maintenance:** Cllr Lester to ask maintenance to scrape wobbly wooden bridge with wire brush, as opposed to treating with no slip paint/grit. Also to treat balance discs with grit/paint once weather improves.

12. CORRESPONDENCE RECEIVED, not covered in the agenda.

- a) **Email from Parishioners re: Overnight campervans in car park, pedestrian road safety/reduction of speed limit. Dogs on beaches Portwrinkle.** See agenda item 8. **Clerk** to request an update from Cornwall Council re: January preliminary review of Dogs on beaches Order.
- b) **Email from Parishioner regarding Enforcement of dog littering on beach.** Response has been issued to parishioner. The Enforcement Officer has now received his Body Cam.
- c) **Cllr C. Green Maker with Rame Parish Council. Availability of Rame Green Guides for Parishioners.** This was noted and copy of guide shown by Cllr Medway.
- d) **Email Request from Parishioner to distribute Rame Green Guide with Parish Newsletter.** It was agreed to ask that the Lions help distribute this to homes on the electoral register.
- e) **Mr M Snowling. Request for information regarding the parish celebrations for the Queen's platinum Jubilee celebration. See item 18.**
- f) **Email From Calstock Parish Council: re Holiday Lets and second Homes.** It was agreed to write to Cornwall Council to request new measures as suggested, to include: Dwellings to be subject to change of use when being used for holiday/ tourism purposes; caps on the amounts of second homes/holiday lets; Holiday lets/second homes Licensing scheme; facility to increase council tax on holiday lets or properties left empty for significant periods of time.

13. MINUTES

Cllr Lester proposed, Cllr Evans seconded with all in favour to approve the minutes of the Parish Council meeting held on Monday the 10th of January 2022 as a true record.

14. TO REPORT MATTERS ARISING FROM THE ABOVE PARISH COUNCIL MEETING MINUTES, which do not appear on the Action Tracker. None

15. PARISH SPRING CLEAN. Scheduled for March 19th. **Clerk** to circulate poster and place on noticeboards.

16. FINANCE

- a) Cllr Medway proposed, Cllr Lester seconded with all in favour to approve the following payments for February 2022, see last page below.
- b) Cllr Evans signed the reconciled bank statements for January 2022.
- c) **Cllr Medway** to review the Financial Regulations for approval at March Meeting. Clerk to Review circulate and complete Parish Council Risk Assessment for approval at March meeting.

17. UPDATES FROM OTHER GROUPS –Flower Beds Subgroup. Cllr Stone not at meeting. **Play Park and Open Space.** see agenda item 11. **Tree Warden. (Cllr Lester)** Nothing to report. **Defibrillators (Cllr Jenkins/Clerk)** Clerk to purchase 5 adult pads to replace by March 23rd. **Gateway Community Network.** Cllr Lester to attend next meeting. **RPPTUG. Cllr, I Court,** meeting postponed. **Library (Cllr Brooks)** No meeting. **Parish Environment and Climate Change Plan Committee,** Cllr Jenkins to feedback response re: questions submitted in reference to Permission for tree planting at Open Space, EV Charge point funding; Permission to improve existing "No Idling Engines" signage; dimming of Street lights between 11-6am. **Devolution: Covered see item 8**

18. QUEEN'S PLATINUM JUBILEE. An extra bank holiday is scheduled for Thursday June 2nd and Friday June 4th. The beacon will be lit at 9:45 pm on Thursday the 2nd. It was agreed to organise a joint venture with the Memorial Hall on Friday the 3rd of June. Hall committee have donated Hall and facilities. Order of events TBC approx. 2:30 Official Opening of The Queen's Platinum Jubilee Open Space (next to Crafhole Play Park). Possible competition - children dressed as Kings and Queens – Opening representative TBC. 3pm Hall party commences with Afternoon Tea, Evening entertainment TBC. Cllr Medway to add small piece in Parish Newsletter. Remain an agenda item.

19. ALL ITEMS FOR INCLUSION IN FUTURE MEETINGS: Queens Platinum Jubilee; to approve Financial Regulations and Council Risk assessment.

20. DATE OF NEXT Parish Council Meeting, Mon March 14th, 2022.

The Chair closed the meeting at 20:56

Nancy Gray, Parish Clerk
 Clerk's Office, Shevioc Memorial Hall, Craffthole, PL11 3DG
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NB. A draft copy of the minutes of the previous Parish Council meetings are posted on the Parish website – www.sheviocparish.org.uk.

PARISH PRECEPT ACCOUNT

Feb 2022 Parish Payments to raise/authorise and DD & payments taken and incoming to report from Jan 2022				
Pay who	For What/Description	Vat	net	Total
Shevioc Memorial Hall	Rent Clerk's office			£62.85
Shevioc Memorial Hall	Annual Hire of Kennedy room /Lounge for PC meetings			£69.85
Nancy Gray	Clerk's Parish wage			
Nancy Gray	Clerk's parish expenses			£4.50
G Dyer	Shevioc Enforcement Officer wage.			
Fresh Air and Fitness	1st instalment of Gym equipment/matting/installation for Open Space	£996.13	£4,980.65	£5,976.78
S Lester	Maintenance, travel expenses			£2.70
Cornwall Council	May 2021 election Recharges. (Although uncontested and no need for ballot. This covers Cornwall Council electoral staffing and admin costs for processing candidates/information			£255.00
HMRC Cumbernauld	Employers payee costs			
EDF	Tredis defib	£0.35	£6.90	£7.25
Direct Debits to report	DIRECT DEBITS/ PAYMENTS TAKEN TO REPORT			
Nest	Staff Pension			
Lloyds Bank	Clerk's credit card, see breakdown below:			£88.00
	Clerk's credit card, £3 set monthly fee			£3.00
	WordPress. Annual Parish website fee			£85.00
INCOMING	None			£0.00

Cheque received from Maker and Rame for reimbursement of Dog Warden /Enforcement services to show on next month's accounts.

DEVOLUTION ACCOUNT

2022 Devolution payments to authorise in Feb and Direct Debits/incoming receipts to report from Jan 2022				
Pay who	For what/Description	Vat	Net	Total
Nancy Gray	Devolution Clerk's wage			
Julia Bradley	Cleaning wage.			
Frances Jackson	cleaning wage.			
Cornwall Council	SLA Parking enforcement, Portwrinkle Jan			£34.20
S Lester	Maintenance wage			
S Lester	Guard rubber line marking paint, for external white lines/Car Park.	£4.17	£20.83	£25.00
SWW	Quarterly Water/Sewerage charges Public Toilets Portwrinkle. Meter read in Jan 2022			£247.74
Mr P Stone	Expenses. To cover 40 x 25kg red flame stone chips for flowerbeds	£23.52	£117.58	£141.10
HMRC	HMRC Vat ref 163290907			£1,195.00
Direct Debits and payments to report from Jan				£0.00
INCOMING to report from Dec				
Ticket machine revenue, Gross				340.00
Ticket machine revenue, Gross				370.50