



### SheviocK Parish Council

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

Clerk: Mrs Nancy Gray. Telephone: 01503 232996 Email: [sheviocKpc@btinternet.com](mailto:sheviocKpc@btinternet.com)

## **The Minutes of the meeting of SheviocK Parish Council held on Wednesday the 21st of June 2023 at 7:00pm in the Kennedy Room, SheviocK Memorial Hall, Crafhole.**

**Present: Councillors:** Chair Cllr S Medway, Cllr I Court, Cllr D Lester. Cornwall Councillor Kate Ewert. Parish Clerk Mrs N. Gray.

1. **APOLOGIES.** Vice Chair W Evans. Cllr P Brooks, Cllr L Jenkins, Cllr P Stone.
2. **DECLARATIONS OF INTERESTS. AGENDA ITEMS:** None **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.
  - The Clerk had received concerns from parishioners regarding **plastic debris**, used to cover a crop in a field to the East of Crafhole. It was agreed to write to Mr P Blake to: confirm if it was his field; to pass on the concerns and ask if the plastic was biodegradable. **(Clerk)**
  - Email from Parishioner. Concerns over speeding through SheviocK on the A374. It was agreed to ask Highways to conduct a speed survey at the Eastern Gateway to SheviocK for Westbound traffic. Also, to obtain (if available) speed figures from the existing "slow" Speed VD unit. **Cornwall Cllr Ewert Clerk** to request from Highways. (see also correspondence 20mph roll out agenda item 11).
  - Email from Mr Davies. Concern regarding Mobile home, camping overnight in Portwrinkle seafront Car park. There is signage displayed stipulating no overnight camping/sleeping in vehicles. The enforcement team have been provided with the number plate and will visit. Situation to be monitored.
  - Councillor Ewert asked if SheviocK Parish wishes to volunteer to commence The Dark Skies initiative (streetlights turned off between midnight and 5am) earlier than October 2023. It was agreed that this should be an agenda item for July. Cornwall Councillor K Ewert also advised on agenda items 7 & 10 – see below.
- Cornwall Cllr K Ewert monthly update, please view on parish website or via link:  
<https://sheviocKpc.files.wordpress.com/2023/06/kate-ewert-may-23-update-1.pdf>
6. **PLANNING.**
  - a) To receive details of planning applications received after the agenda published. None
  - b) To resolve the Parish Council's response on the following planning applications received before the agenda was published: None.
  - c) To receive Cornwall Council's decision on the following application(s).
 

**PA23/02684** Proposed conversion of creamery to ancillary building for elderly parent without compliance with condition 3 of decision notice PA15/01982, dated 22/04/2015 - Willow Tree, The Annexe, B3247 Between Polscoe And Lynher House, Crafhole, Withdrawn

**PA23/01008** Proposal Construction of one dwelling without compliance with condition 10 of decision notice E2/06/01798/FUL dated 26.07.07. The Beach House Finnygook Lane, Portwrinkle. Approved with conditions concerning: materials to be used; hard landscaping; method statement plan; foul water drainage; surface water drainage.

## **7. HIGHWAYS MATTERS TO REPORT**

- a. **Traffic Through Craffhole.** Cornwall Councillor K Ewert advised that a virtual meeting between SPC and Highways will be scheduled approx. late July. Cornwall Council will then organise a Public consultation for the highways plans in Early Autumn (potentially September).
- b. **The requested white line painting within the parish has been completed.** Cllr Ewert advised that the line on the A374 through Sheviok are scheduled for late summer.
- c. **Polscoe hill, hedging on bend.** Clerk to enquire, via Antony Estate, if further hedging work is still to take place on the bend. It was noted that the new white lines have greatly improved visibility of the junction/bend.
- d. **Damaged Bollard.** Horsepool lane at Crossroads. Fixed.
- e. **A374 Polbathic. Road surfacing work/rolling traffic lights.** 21<sup>st</sup> -5<sup>th</sup> of July.  
**Road closure at Polbathic on the St German's road,** 26<sup>th</sup>- 30<sup>th</sup> of July, 9:30-4pm.
- f. **Diversion Chaos Craffhole, due to SWW emergency repairs.** The clerk advised at the time to SWW that additional signage was required to direct traffic coming from Liskeard along the A374 - to advise/prevent traffic accessing Millbrook via Craffhole. **Cllr Ewert** to raise during meeting with the Head of Customer Service, SWW.

## **8. FOOTPATHS**

- a) Lady Well Footpath number 5. Ongoing damaged footbridge. Potential for footpath to be closed at this section. **Clerk** to resubmit request to the Countryside Access team, for repair to footbridge, offering a contribution towards the repair from CIL funds - if it would speed up the process.
- b) All footpaths have had their first cut of the season. **Clerk** to ask Contractor to give second extra wide cut to Tredis view section of Circular path 13 - due to gorse growth encroaching further onto the path from neighbouring field. All footpaths to be given extra wide cuts later in summer when needed.
- c) Sheviok permissive footpath. Clerk to ask Antony Estate to provide the PC with contact details of Landowner (Glebe, Diocese of Truro). **Clerk** to then request permission for permissive path across field, to connect Sheviok Lane to the bottom of Footpath 5 (Ladywell). **Ongoing**

## **9. OPEN SPACE/PLAY PARK.**

- a) Nothing new to report.

## **10. ST MARY'S CHURCH CEMETERY. TRANSFERRAL OF MAINTENANCE PENDING CLOSURE OF CEMETERY. MAJOR COSTS/REPAIR WORK TO RETAINING WALL.**

Diocese/Clerk finalising dates for site meeting, to include/invite Cornwall Council, Cornwall Councillor Kate Ewert, Member from PCC, Mrs & Mrs King from Glebe House. It was agreed to issue a joint letter with Cornwall Councillor Kate Ewert to the Diocese, reiterating the major ethical concerns with the potential for this to cause great cost to parishioners and the Parish Council, or Cornish Council taxpayers. Potential for press be involved due to public interest. **Clerk** to pass to **Cllr Ewert** correspondence sent previously to the Diocese and Lambeth Palace/Archbishop of Canterbury.

## **11. CORRESPONDENCE RECEIVED, not covered in the agenda.**

- **Request to donate Memorial (recycled plastic) bench, Portwrinkle. Mr Ough.** Permission was granted to replace old wooden bench to the far West of Portwrinkle seafront car park. **Clerk** to purchase and invoice Mr Ough.
- **Email: Tamar Toll Action Group. Protest March. July the 29<sup>th</sup> Tamar bridge peaceful protest March along footbridge.** Noted
- **Community Ownership Fund. Cornwall Council/National.** Noted
- **Mr P McClaren. Footpath number 5.** See agenda item 8a.
- **20mph Roll Out Programme Cornwall. Update circulation from Cornwall Council.** New signage for the gateway area planned for 2024. Not all 30mph zones will drop to 20mph. See further proposed details/FAQs at website:  
<https://www.cornwall.gov.uk/transport-parking-and-streets/roads-highways-and-pavements/20mph-speed-limits/>
- **CAP. Name preference for area.** It was agreed to submit "South East Cornwall CAP." (**Clerk**)
- **Mr C Hoskins. £25 donation cheque towards ongoing upkeep of Craffhole Cross Flowerbed.** Donation kindly received, **Clerk** to bank.

- 12. MINUTES.** Sheviocck Parish Council meeting held on Wednesday the 10<sup>th</sup> of May 2023. Cllr Medway proposed with all in favour to approve the minutes as being true and correct. Minutes of the Annual Meeting of Sheviocck Parish Council also held on Wednesday the 10<sup>th</sup> of May 2023. Cllr Medway proposed with all in favour to approve the minutes as being true and correct.
- 13. TO REPORT MATTERS ARISING FROM THE ABOVE PARISH COUNCIL MEETING MINUTES**, which are not covered by an agenda item or in the Action tracker.
- Forest for Cornwall, free Landmark tree (ongoing **Clerk**).
- 14. PORTWRINKLE CAR PARK TICKET MACHINE. Just Park Mobile payment system. Almost finalised.** It was agreed to ask if the 3% processing fee could be included as part of a 20p service fee charge at time of purchase, however, to still proceed either way.  
**Clerk**
- 15. FINANCE**
- a) Cllr Medway proposed, Cllr Lester seconded with all in favour to approve the payments listed below for June 2023.
- a) Cllr Lester signed the reconciled the bank statements from May 2023
- b) Library grant donation under S137. There has been an increase in registered parishioners/members to 109. It was proposed by Cllr Court, seconded by Cllr Lester to award the budgeted £690 grant to Torpoint Library. **(Clerk)**.
- c) To receive and note the Internal Auditor's Report 2022/2023. The accounting statement and Annual Governance statement had been approved by CL Finance (Internal Auditor)
- d) ANNUAL GOVERNANCE STATEMENT 2022/23. Councillor Court proposed, Cllr Lester seconded with all in favour to approve and sign the Annual Governance Statement for 2022/23 as part of the Annual Return. The Chair (Cllr Medway) signed the Governance Statement.
- e) ANNUAL ACCOUNTING STATEMENT. Cllr Court proposed, Cllr Lester seconded with all in favour to sign the Annual Accounting Statement 2022/23 as being correct and a true record. The Chair, Cllr Medway signed. **Clerk** to submit Audit documentation to external Auditors and publish notice on website/notice boards. **Clerk** to publish unaudited accounts on the parish Website.
- 16. UPDATES FROM OTHER GROUPS-** if not covered in the agenda –**Flower Beds Subgroup Cllr Stone** Nothing to report. **Play Park and Open Space (Cllr Brooks/Jenkins)**. Pendulum swing has been secured by Parish Maintenance; **Tree Warden (Cllr Lester)** Observing Sconner plantation although no TPO's; **Defibrillators**. Batteries to be changed at Finnygook Pub (October); **RPPTUG (Cllr Court)**. There have been 2 meetings. A virtual meeting with Cornwall/RPTUG and a Public meeting held on 19<sup>th</sup> of June in Crafhole Memorial Hall. A questionnaire regarding Rame Public Transport had been issued across the Rame, circa 35 of the 84 questionnaires received back came from the Parish. As a result, it reiterated for the need for: greater reliability especially for the 75 bus and for this bus to continue through to Plymouth; The 70 to come via Sheviocck and Crafhole. Go Cornwall are hoping to add an extra 70 bus service via Crafhole at 9:38 together with a return service leaving Plymouth circa 1pm in the September 2023 timetable. Cornwall Council undertook to investigate the poor reliability of the 75 bus, particularly the non-running of services. 70 bus service reliability issues were attributed to problems with the ferry service. It was noted that Digital displays are greatly needed; **Parish Environment and Climate Change Plan Committee (Cllr Stone)** nothing to report; **Devolution: Car Park (see item 4)**. **Toilets**. It was agreed to drill Airholes to promote ventilation. **Maintenance**. Also, Clerk continuing to advertise for self-employed ad hoc cleaner(s) for back up, in case of illness, unavailability of current cleaning team. Parking permit would be provided.
- 17. All ITEMS FOR INCLUSION IN FUTURE MEETINGS.** Dark Skies initiative.
- 18. DATE OF NEXT PARISH COUNCIL MEETING:** 7pm Monday 10<sup>th</sup> of July 2023  
**The Chair declared the meeting closed at 20:33**  
**Nancy Gray, Parish Clerk, Clerk's Office, Sheviocck Memorial Hall, Crafhole, PL11 3DG**  
**Telephone: 01503 232996 Email: [sheviocckpc@btinternet.com](mailto:sheviocckpc@btinternet.com)**
- NB. A draft copy of the minutes of the previous Parish Council meetings are posted on the Parish website – [www.sheviocckparish.org.uk](http://www.sheviocckparish.org.uk).**

## PARISH PRECEPT ACCOUNT

June 2023 Parish Payments to raise/authorise and DD & payments taken and incoming to report May 2023				
Pay who	For What/Description	Vat	net	Total
Nancy Gray	Clerk's parish wage			
S. Lester	Devo Wage			
Gary Dyer	Dog littering Enforcement PSPO			
S. Lester	Expenses mileage			£2.70
EDF	Tredis Defib unit.	£0.47	£9.37	£10.24
N Gray	Clerk's expenses travel.			£11.16
Mr KJ Weaver	The Derry Airs. The King's coronation party band/Entertainment. 2 x sets			£150.00
CL Accounting (SW) LLP	Internal auditor/accountant set fee for verifying accounts/ audit	£60.00	£300.00	£360.00
Mr D Leonard	inv 306 Hedgecutting Open Space/Play area (late invoice from Feb).			£45.00
Mr D Leonard	inv 366 Footpaths			£400.00
Mr D Leonard	inv 367 Cornwall Council Amenity areas April/May			£60.00
Mr D Leonard	Invoice 365. Parish Amenity cuts April and May			£600.00
<b>Direct Debits to report</b>	<b>DIRECT DEBITS/ PAYMENTS TAKEN TO REPORT</b>			
Lloyds Bank	<i>Parish credit card total. Broken down as detailed below</i>			£176.94
	<i>set fee</i>			£3.00
	<i>St John's Ambulance</i>	£28.99	£144.95	£173.94
Nest Pensions	staff pension			£58.75
<b>INCOMING</b>				£0.00

## DEVOLUTION ACCOUNT

2023 Devolution June Payments to raise/authorise and DD & payments taken and incoming to report May 2023				
Pay who	For what/Description	Vat	Net	Total
Nancy Gray	Devolution Clerk's wage			
Frances Jackson	Staff cleaning wage			
S Lester	Devo maintenance			
Natasha Wilson	Cleaning services			£120.00
Mr P Stone	Re-imburement for plants purchased for flowerbeds Portwrinkle.			£33.97
Mr D Leonard	inv368 Ad hoc areas Grass/hedge cutting			£160.00
Cornwall Council	Parking enforcement Services SLA ref 8100380814 May			£39.33
BTE Services Ltd	SW Hygiene Sanitary unit rental 1st June 2023 May31st 2024	£45.49	£227.46	£272.95
Bunzl	inv 07/366648 supplies Portwrinkle toilets	£31.81	£159.08	£190.89
Bunzl	inv07/367079 2nd part of delivery supplies for toilets	£12.80	£63.98	£76.78
Flowbird Smart City UK Ltd	inv UK163426 annual Comp service maintenance contract for ticket machine	£108.80	£544.00	£652.80
Cornwall Council	Parking Enforcement Services SLA ref 810070866 April invoiced not received in time before last May meeting			£100.67
Mr MJ Stallard	Reimbursement for ncorrect payment recived on April 25th 2023, by Mr MJ Stallard. Error on his part. Recorded in May accounts as incorrect			£220.00
<b>Direct Debits/Payments to report</b>				£0.00
<b>INCOMING to report</b>				
<b>Ticket machine revenue</b>				605.50
<b>Ticket machine revenue</b>				705.60
Ticket machine revenue				£1,210.20
<b>Mr C Hoskins</b>	Cheque received (will not show in bank until June) flowerbed donation			£25.00