



SheviocK Parish Council

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

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

The Minutes of the meeting of SheviocK Parish Council held on Monday the 11th of March 2024 at 7:13pm in the Kennedy Room, SheviocK Memorial Hall, Craffhole.

Present: Councillors: Chair Cllr S. Medway, Vice Chair Cllr W. Evans, Cllr P Brooks, Cllr I Court, Cllr D Lester, Cllr L Jenkins. Cornwall Cllr K Ewert, Parish Clerk Mrs N. Gray. There were 11 members of the Public present.

1. **APOLOGIES.** Cllr P Stone.
 2. **DECLARATIONS OF INTERESTS. AGENDA ITEMS:** Cllr Medway declared an interest in agenda item 6b PA23/0569, as designated a consultee by CC. **GIFTS** 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. Please see Cornwall Councillor K Ewert's Monthly update on Parish website or click here. <https://sheviocKpc.files.wordpress.com/2024/03/february-24-update-3.pdf>
Cllr Ewert also noted that 2nd homes and holiday lets should not have received the new Wheelie bins, as need a commercial contract. These can be reported to Cornwall Council. If you need to request a Seagull sack, rather than a wheelie bin please apply via the following link: <https://forms.cornwall.gov.uk/waste/containerchallenge> or phone Cornwall Council refuse and recycling: 0300 1234 141. New Refuse roadshow 10th April - Torpoint Library 11am - 3pm 17th April - Maker with Rame community hall 2pm - 6pm.
- Email from parishioner: **Proposed Craffhole East Permissive footpath** update. It was agreed to arrange a meeting with Antony Estate to rediscuss plans. **Clerk**
 - **Cliff Fall, Finnygook Beach Portwrinkle.** Concern was raised regarding the future of the road and danger to the Public – see agenda item 16.
 - **Blocked surface water Drains,** causing water damage the property "Gwellanmor," Whitsand Bay View. Portwrinkle. Also issue with raised metal grid on 2nd Drain preventing water from running into it. **Clerk** to report to Cornwall Council Highways.
 - **Dog enforcement.** Cllr Brooks had been asked, How effective is the Enforcement Officer? In response: The Enforcement Officer must witness an incident, if issuing a ticket. The Enforcement Officer is not permitted to clean up dog faeces, it is not within his duties, this would only encourage dog owners to leave it for him to clean up. If the owners cannot be found then he highlights it, in biodegradable red paint, to help prevent people from stepping on it. He compiles a monthly report which details the number of warnings issued, resulting in people turning back to either clear up after their dogs or collect bags that have been left. This a persistent problem. It also notes the number of dogs removed from the beach during the prohibited hours in summer and from the play park - where there is a complete ban 24/7. He can also now ticket and remove dogs from the Open space - unless the dog is on a lead. It was agreed that the data in his monthly reports could be published so that the parishioners and visitors were aware of the extent of the problem and the value of his patrols. It was also agreed that after 10 years of providing warnings he could start to issue tickets due to the ongoing extent of the problem and to give a clear and strong message. **(Clerk)**
 - Donkey's Halt, Portwrinkle. RE: revision of documents, CC planning Portal. Members of the public raised, both in person and via email, that:

The new highly redacted coastal Vulnerability report, states on page 8 that the build is "30 meters from the cliff edge". This is incorrect, it may be 30 meters from the Cliff base but the cliff has slipped over time and is at an angle/sloping towards the chalet, approx. 12m from the cliff fall; The Parking /increased weight is still an issue; There has been a further cliff fall in February on the adjacent Finnygook beach (not Hoodny beach which is below Donkey's Halt) but concern for cliff erosion; Height of build affecting the site line of and from the Coastguard cottages - which are of cultural heritage value within a conservation area; Pleased that the soakaway has been removed and rainwater/foul water directed to mains drains.

- In response: It was also noted that in the vulnerability report still states under limitations 4 on the final page "not to be used in design or construction purposes." Clerk to enquire with planning officer re: time line for comments, noting those made under Public participation. Cornwall Councillor K Ewert to also speak to Planning Officer.
- Item 6 Planning was brought forward to allow for further Public participation.

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:

PA23/08856 Change of use of land to a mixed use for agricultural and educational purposes, including construction of a Traditional Roundhouse to give an alternative learning space alongside the adjoining skills heritage crafts classroom, with associated car parking. Reservoir Field, Horsepool Lane, Shevioc. Applicant Mr Robbie Ryder. Cllr Medway proposed, with All in favour, to support this application.

PA23/05369 Proposal: The construction of two new dwellinghouses and a minor addition to existing dwelling. Location 13 Burns View Craffthole. Applicant Mr M Redshaw. To resolve response to Amended plans submitted. The Chair declared his interest in this application, as a designated neighbour Consultee by Cornwall Council. He stepped down as Chair to join the Public Gallery. Vice Chair W. Evans opened Public Participation. The Clerk noted that the applicant Mr Redshaw had sent his apologies, as unable to attend the meeting due to sickness in the family but had advised that he had spoken to neighbours and had an 80% positive reaction to the new plans.

Cllr Evans and Cornwall Cllr K Ewert advised that the following issues had been raised at the site meeting on January the 10th: Additional parking - the applicants planning agent said that the new residents could choose to put a 3rd parking space in, but two spaces met with planning requirements. Construction traffic management - A construction traffic management plan would be a necessary condition of planning permission but does not get submitted online unless planning is granted. The loss of light plus scale/mass/height of the development and subsequent loss of privacy issues especially due to the first-floor balconies/large windows.

It was acknowledged that there had since been a 1m reduction to the ridge height/redesign of HT02. However it was still deemed overbearing, with a loss of natural light to the neighbouring property. There had been no change to the balcony size/windows in HT01 and that there had been additional objections online, inclusive of neighbour Mr Bowden to the South of HT01, opposing the application noting the lack of change to the full width, first floor living area and balcony, directly overlooking his property.

It was noted that there would be an NDP primary residence clause on any new dwelling granted.

The Chair Cllr Evans opened Public Participation. Issues raised included concerns over the additional traffic especially construction traffic on the narrow roads of Craffthole; the narrow access to the shared driveway to 13 Burns View, at the end of cul de sac, with limited parking; loss of privacy to residents especially to the South. Concerns were read out on behalf of Mr & Mrs Blackmore number 12 Burns View: the original objection stands covering height/boundary and privacy issues, lack of consultation prior to submitting plans. Use of access and increased use of number 12's driveway during and after construction, plus location placement of additional bins for collection still not addressed. Cllr Evans Closed Public participation and resumed standing Orders.

After brief discussion, Cllr Evans proposed with All in favour to oppose the amended plans for this application as:

- There was insufficient change and did not fully address the concerns raised by neighbours.
 - The dwellings are overbearing in mass and form, and it is an over development of the site.
 - The volume of discontent from parishioners
- c) To receive Cornwall Council's decisions on applications: (pending at time of writing).
PA23/08579 Replacement cabin for use as holiday accommodation and associated landscaping. Donkeys Halt, Donkey Lane, Portwrinkle. Applicant Alice Henry. Pending decision new documents added. (See above agenda item 4/5).
PA23/08949 Proposal: Certificate of lawfulness for existing use: Confirmation of planning use as residential. Trewin Coach House, Sheviock. Applicant Mr Usman Haq. Pending
PA24/00584 Repair of existing coach house set within curtilage grounds of Grade II listed Sconner House. Polbathic. Applicant Mr James Bobin. Pending
PA24/00585 Listed Building Consent for the proposed repair of existing coach house set within curtilage grounds of Grade II listed Sconner House. Polbathic. Applicant Mr James Bobin. Pending
PA23/09286 Listed Building Consent (retrospective) to clean out gutters - repair and paint, replace and repair slipped tiles (like for like) and remove modern stud wall to reopen original room. Location Hawthorns Georges Lane Sheviock Torpoint Applicant Mrs Mary Fitz-Patrick. Pending.

7. HIGHWAYS MATTERS TO REPORT

- Traffic through Crafhole, road improvements.** Date of virtual meeting with Highways. (pending this spring). Clerk to report to highways the need to re-metal Finnygook lane above Burns View, due to cars parking on the lay-by. **Clerk** to contact Adam O' Neil CC. re: the plan that this lay-by would be a "permitted parking area" with removal of the yellow line restrictions, as part of the traffic through Crafhole scheme and to request date for the virtual meeting.
- Polscoe Hill, Tredis Turn off. Road safety improvements. Safety Team response still pending. The hedge has been cut back improving visibility.
- Speed Limit review A374. Virtual meeting with representatives from St Germans PC and Torpoint TC. on March 12th. It was agreed to raise (under the item Sheviock specific issues): Speed reduction at Polscoe hill junction, speed calming through Sheviock Village - average speed display cameras. General issue of inappropriate national speed limits on bends and at junctions, request further speed data from other parishes plus all accident and collision data. **(Clerk/Cllr Lester)**
- Cornwall 20mph roll out, Gateway Area. This would extend the 20mph limit in **Crafhole** to include: the gateway area before Tredis View on the B3274; the gateway to Crafhole on Sheviock Lane (currently 30mph until the play park. Also all **Portwrinkle** from the bottom of Finnygook lane, at the current 30mph gateway adjacent to the Whitsand Bay Hotel.
- Diversion on March 10th. Open Reach Location: B3247 Between Tregunnus Lane And Military Road, Crafhole. It was noted that the requested additional diversionary signage had helped alleviate any issues.

8. FOOTPATHS

- Sheviock Permissive footpath project.** Highways cannot give permission for the footpath section to run along the grass verge, unless it meets with highways safety measures. It was agreed to request a site meeting to demonstrate the width of the grass verge in this area; To clarify what safety measures are required and why Sheviock does not have a metalled footway such as that found in all the other parishes along the A374 at Polbathic, Antony and Torpoint. **(Clerk)**
- Footpath number 5 Lady Well. Offer of minor improvements by new leaseholders of fishing reservoir. **Clerk** to ask CC **Kate Ewert** to help chase the Countryside Access Team response, so that work improvements can start.

9. OPEN SPACE/PLAY PARK.

- Gazebo shingle roof tiles missing. Maintenance and Cllr Medway** Pending replacement.

10. St MARY'S CEMETERY SHEVIOCK.

Virtual meeting Rescheduled for Weds 20th March 1-2pm, following Diocese sharing revised costings with CC. **(Clerk to resend link to all Cllrs)**

- 11. ANNUAL REVIEW OF POLICIES AND PROCEDURES.** Cllr Evans proposed, with all in favour to accept the minor amendments to the planning policy and adopt. **Clerk** to Publish online. Health and Safety Policy: Cllr Brooks has advised amendment regarding COSH. Ongoing. Others Ongoing.
- 12. REVIEW OF FINANCIAL REGULATIONS.** Ongoing, **Cllr Medway** to circulate prior to April meeting. **PARISH RISK ASSESSMENT.** The annual checks, for the period April 1st, 2023, to March 31st, 2024, have been completed and updated onto the document. **Clerk** to Publish on the website.
- 13. SHEVIOCK EMERGENCY PLAN.** Cllrs Court and Stone ongoing.
- 14. COUNCILLOR REGISTER OF INTERESTS.** Cllr Medway advised of an amendment. **Clerk** to send **Cllr Medway** new document for completion and advise CC.
- 15. PARISH SPRING CLEAN. Remind date weekend 23/24th March.** **Clerk** to place posters.
- 16. CLIFF PORTWRINKLE. Erosion/damage. Update. Jolly Roger Car park.** Landslip adjacent to the fence. There are no Sea Wall/defences for this area/private land ownership. Clerk contacted landowner Mr Earle and Antony Estate (beach) New warning signage has since been placed on beach below slip. Red fencing has been placed in car park to prevent cars from getting too close to the edge. Clerk and Cllr Medway have visited the Jolly Roger, the benches/tables have since been pulled back away from edge of cliff. It was agreed to contact Mr Earle requesting update on Cliff inspection and meeting with Cormac. Also to contact CC to ask how they plan to future proof Finnygook lane/ access to Portwrinkle; And the Countryside Access Team regarding the future of the PROW number 12 access to Finnygook beach. **(Clerk)**. The Clerk has uploaded photos and reported damage to the sea wall defences that exist further west, below the Sheviok Parish Council Car park to 'Cornwall Council Coast Protection' (this has been acknowledged).
- 17. CORRESPONDENCE RECEIVED.**

Bernadette Parkinson. Potholes and water leak, Portwrinkle. The potholes have since been inspected/filled. SWW has been advised, although, Cllr Medway advised that it is a natural spring due to the amount of rainfall.

Mr S Rendell, £490 donation for replacement memorial bench, Portwrinkle. **Clerk** to purchase new recycled bench. **Clerk** to place "for sale" sign on wooden bench to be replaced, proceeds to go towards the parish defibrillators.

Cornwall Council CIL Fund round 4 now open. **Clerk** to forward information to the Community Shop and Memorial Hall. It was agreed to obtain quotes to for a refurbishment (like for like) of Portwrinkle Public Toilets and apply for Cil funding. **(Clerk)**
- 18. MINUTES or NOTES FROM THE FOLLOWING MEETINGS TO BE APPROVED AND SIGNED.**

Minutes of the Parish Council meeting held on Monday the February the 12th 2024. Cllr Evans proposed with All in favour (accept the Chair who did not attend in February) to approve the minutes as being true and correct.
- 19. TO REPORT MATTERS ARISING FROM THE ABOVE PARISH COUNCIL MEETING MINUTES, which are not covered by an agenda item or in the Action tracker.**

Accurate bus time advisory website posters, still required at Portwrinkle, Craithole and Kimberly Foster bus shelters. (Bustimes.org) **Clerk**. Purchase of stickable warning tickets for campervans, Portwrinkle Car Park **(Cllr Evans pending information)**
- 20. FINANCE**
 - a) The Chair proposed with all in favour to approve the payments listed below for March 2024. (Cllrs Lester and Brooks to authorise online).
 - b) **Cllr Brooks** to sign the reconciled bank statements on Tuesday 12th in Clerks' office, due to delay in receipt by post and unforeseen lack of time to print prior to meeting. **(Cllr Brooks/Clerk)**
- 21. D-DAY 80th ANNIVERSARY on 6th June 2024. Beacon Lighting.** Organisational and Health and safety checklist jobs were allocated. No Parking on site due gradient of field/no track. **Clerk to circulate list to Cllrs.**

- 22. UPDATES FROM OTHER GROUPS- if not covered in the agenda –Flower Beds Subgroup (Cllr Stone)** potential donation of £25 pending at time of meeting; **Play Park and Open Space (Cllr Brooks/Jenkins)** covered in the agenda; **Tree Warden (Cllr Lester)** nothing to report; **Defibrillators** – pending response from SWW regarding sponsorship of SWW building AED unit. **(Cllr Jenkins/Clerk)**; **Liskeard and Looe and Cornwall Gateway CAP- Cllr Jenkins unable to attend. Clerk** to circulate notes when received. **RPPTUG (Cllr Court)** the group are sending a statement to all potential election candidates to request whether they agree or disagree regarding service provision; **Parish Environment and Climate Change Plan Committee (Cllr Stone)** Cllr stone not at meeting; **Devolution: Car Park/Toilets** Blue incoming water pipe leak- Maintenance to check. (see correspondence re potential refurbishment).
- 23. All ITEMS FOR INCLUSION IN FUTURE MEETINGS. Review of Policies Procedures and Financial regulations. Annual Insurance review.**
- 24. DATE OF NEXT Parish Council Meeting, Monday April 8th 2024 TBC**

The Chair declared the meeting closed at 21.02.

Nancy Gray, Parish Clerk, Clerk's Office, Sheviock 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

PARISH PRECEPT ACCOUNT

March 2024 Parish Payments to raise/authorise and DD & payments taken and incoming to report from Feb 2024				
Pay who	For What/Description	Vat	net	Total
Sheviock Memorial Hall	Rent for Office			£63.50
Nancy Gray	Clerk' parish wage.			
Gary Dyer	Enforcement wage			
S Lester	Expenses mileage			£2.70
N Gray	Clerk's expenses			£4.50
EDF	Tredis defib unit	£0.44	£8.78	£9.22
PENDING Torpoint Town Council	PENDING Grant from CIL Levey for Rame All Weather 3g Pitch. PENDING			£2,000.00
	INTERNAL TRANSFER			
To Devolution business account	Transferral of Toilet Devolution/Harbour grant paid into precept account by CC. See incoming below			£849.10
Direct Debits to report	DIRECT DEBITS/ PAYMENTS TAKEN TO REPORT			
Lloyds Bank	<i>Parish credit card total. Broken down as detailed below</i>			£465.86
	<i>set monthly card fee</i>			£3.00
	<i>Printer Ink (varied) purchased via amazon</i>	£7.66	£38.31	£45.97
	<i>HMRC Staff quaterly payee £325.06 plus credit card fee 6,83</i>			£331.89
	<i>Microsoft Word Press (Parish website)</i>	£0.00		£85.00
Nest Pensions	Staff pension Includes clerk's contribution taken form wage at the time			£68.08
	INCOMING			
Cornwall Council	Toilet Devolution/Harbour Grant. (Need to transfer to Devo account see above)			£849.10
Mr Bryant K Bolan	Donation, pre -existing unadopted recycled bench East Portwrinkle. Plaque.			£100.00
Mr S Rendell	Donation Recycled bench to appear in March incoming to report*			£490.00 *

DEVOLUTION ACCOUNT

March 2024 Devolution Dec Payments to raise/authorise and DD & payments taken and incoming to report from Feb 2024				
Pay who	For what/Description	Vat	Net	Total
Nancy Gray	Devolution Clerk's wage			
Nancy Gray	Expenses, reimbursement for purchase of Pack of Latex free Cleaning Gloves, for staff. Torpoint Hardware			£7.95
Frances Jackson	Cleaning wage			
Natasha Wilson	Cleaning services			£180.00
S. Lester	Maintenance wage Devolution			
Cornwall Council	Enforcement Car Park inv 8100458848			£38.67
Direct Debits/Payments to report	None			£0.00
INCOMING to report				
Just Park	car park revenue			£38.22
Mr L Geary	winter parking permit (cheque)			£5.00
LLOYDS Car Park Receipts	TBA pending statement			