



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 8th of April 2024 at 7:00pm in the Kennedy Room, Shevioc Memorial Hall, Crafhole.

Present: Councillors: Chair Cllr S. Medway, Cllr P Brooks, Cllr I Court, Cllr D Lester, Cllr P Stone. Parish Clerk Mrs N. Gray. There were 2 members of the Public present.

1. **APOLOGIES.** Vice Chair Cllr W. Evans Cllr L Jenkins. Cornwall Cllr K Ewert,
2. **DECLARATIONS OF INTERESTS. AGENDA ITEMS:** Cllr Medway declared an interest in agenda item 6c 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://sheviocpc.files.wordpress.com/2024/04/march-24-update-1.pdf>
 - Shevioc Parish Spring Clean: Cllr Medway extended thanks to all those who participated.
 - 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:
 - PA24/01863** Proposal Two storey side extension. Conservatory & balcony, parking/turning, internal alterations and landscaping, 1 Whitsand Bay View Portwrinkle. The applicant Mr Rory Kilbride was present to answer questions, the Clerk noted that no objections had been received from the neighbours or posted online. After discussion, Cllr Lester proposed, Cllr P Stone seconded with all in favour to support this application.
 - c) To receive Cornwall Council's decisions on applications: (pending at time of writing).
 - 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. Approved with conditions.
 - PA23/05369** Proposal: The construction of two new dwellinghouses and a minor addition to existing dwelling. Location 13 Burns View Crafhole. Applicant Mr M Redshaw. This has been referred to CC planning committee. Cllr I Court agreed to represent the Parish Council. Monday, May 13th Location & Time TBC.
 - PA23/08579** Replacement cabin for use as holiday accommodation and associated landscaping. Donkeys Halt, Donkey Lane, Portwrinkle. Applicant Alice Henry. Cllr Medway proposed, with All in favour to request this be referred to planning committee. Clerk to advise Parish Council and objectors of potential date when received.
 - PA23/08949** Proposal: Certificate of lawfulness for existing use: Confirmation of planning use as residential. Trewin Coach House, Shevioc. Applicant Mr Usman Haq. Refused.
 - 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. Approved.

7. HIGHWAYS MATTERS TO REPORT

- a. **Traffic through Crafhole, road improvements.** Date of virtual meeting with Highways. Clerk has chased lead, Rebecca Dixon of Cornwall Council.
It was noted that the lay-by adjacent to Finnygook lane, above Burns View, has been tarmacked, **Clerk** to contact C Parking Enforcement re: parking restrictions not being enforceable at this layby, as this section of grass verge is not owned by Highways as confirmed by Mr Adam O'Neil CC.
- b. Polscoe Hill, Tredis Turn off. Road safety improvements. Safety Team response pending.
- c. Speed Limit review A374. Following Virtual meeting March 12th with St Germans PC and Torpoint TC. Crash accident and collision data for past 5 years has been received, **Cllr Lester** to map. Mr William Glassup from Cormac/highways has referred this to Mr Ian Findler of CC to request a feasibility study. Next virtual meeting June, date TBC (**CLERK**).
- d. 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 at where it reduces to 20mph); the western gateway to Crafhole to before Carew road. Also all **Portwrinkle** from the bottom of Finnygook lane, at the current 30mph gateway adjacent to the Whitsand Bay Hotel. The 30mph signage at the upper section of Donkey lane will be removed, as it encourages people to use this narrow/steep road believing it is more accessible than it is. It was agreed that the reduction in speed was a good thing for the parish and safety of all. The 30mph speed limit will remain throughout Sheviock village on the A374. However Mr Adam O'Neil CC will request a safety improvement feasibility study.
- e. Future proofing Finnygook Lane, Portwrinkle, due to cliff erosion. Pending response from Cornwall Highways. (**Clerk**)

8. FOOTPATHS

- a) **Sheviock Permissive footpath project.** During the Virtual meeting with CC Highways on 27th March, Mr Adam O'Neil gave an estimate of £200,000 to install a metalled footpath on the grass verge, between Sheviock and bottom Trehill lane (if it would be feasible in places to do so). The Clerk noted the potential for an unmetalled path and the fact that Antony, Torpoint and Polbathic all have metalled paths alongside the A374 unlike Sheviock except a very narrow section. This will be included in the safety improvement feasibility study requested by Mr Adam O'Neil (**Clerk**)
- b) **Footpath number 5 Lady Well.** Offer of minor improvements by new leaseholders of fishing reservoir. Clerk has reforwarded request to include Mr J Mitchell head of department and will ask CCllr **Kate Ewert** to help chase the Countryside Access Team response, so that work improvements can start.
- c) **Footpath 12 Portwrinkle, Finnygook beach access.** Clerk has submitted request to future proof this Gold path, due to recent landslips adjacent. Pending response.
- d) **Proposed Crafhole East Permissive footpath.** Pending response re: meeting date with Antony Estate to rediscuss plans. **Clerk**

9. OPEN SPACE/PLAY PARK.

- a) **Gazebo shingle roof tiles missing. Maintenance and Cllr Medway** Pending replacement/bad weather delayed. **Clerk** to check length of Grass/request cut.

10. ST MARY'S CEMETERY SHEVIOCK.

Virtual meeting Rescheduled for May 8th, due to postponement by CC. (**Clerk** to resend link to all Cllrs).

- 11. ANNUAL REVIEW OF POLICIES AND PROCEDURES.** Cllr court proposed, with all in favour to accept the minor amendments to the Employment and selection committee, to simplify it by reducing the number of Cllrs required by each to 2, as full Council still makes any final decision. **Clerk** to Publish online.

- 12. REVIEW OF FINANCIAL REGULATIONS.** Cllr Medway has reviewed, no changes required.
- 13. SHEVIOCK EMERGENCY PLAN. Cllrs Court and Stone** to start by reviewing the Emergency Plan contacts, by means of testing it via the communication cascade system.
- 14. COUNCILLOR REGISTER OF INTERESTS.** Cllr Medway had advised Clerk of an amendment. **Clerk** to pass **Cllr Medway** his original register to add update and sign/date, then Clerk will advise CC.
- 15. CLIFF PORTWRINKLE. Erosion/damage. Update. Jolly Roger Car park update.** Landslip adjacent to the fence. There are no Sea Wall/defences for this area/private land ownership. Clerk has previously contacted landowner Mr Earle and Antony Estate (beach) who will share their Cliff stability inspection report (pending). Clerk has reported Landslip to CC and asked how they plan to future proof Finnygook lane/ access to Portwrinkle. The Clerk has also previously uploaded photos and reported damage to the sea wall defences that exist further west, below the Sheviock Parish Council Car park to 'Cornwall Council Coast Protection' (this has been acknowledged). Cormac red safety barriers in place, at time of writing.
- 16. CORRESPONDENCE RECEIVED.**
 - J. Roberts. March 14th. Dead Sheep Portwrinkle beach. Clerk reported to Antony Estate, who notified Mr K Andrew. It was noted that there is a dead dolphin, that has been tagged on Hoodny beach. **Clerk** to notify Antony Estate.
 - Cornwall Council is providing FREE Virtual 1 hour training opportunities to support individuals, local community groups and town and parish councils in their climate action. See website to book ticket/obtain link. <https://www.eventbrite.com/e/free-climate-change-training-tickets-849371401727> suggested dates: 15th May 1.30pm. 14th August 1.30pm. 6th November. 1.30pm 19th February 1.30pm. Noted
 - Mr C. Worth Portwrinkle, Potholes, damaged bollard and SWW tankers/ disruption at SWW Pump station, Portwrinkle. Clerk reported that some, but not all the Potholes had been infilled near to gateway of Portwrinkle and the bollard is now repaired. One of the two pumps in the SWW station failed. They have installed second but were awaiting a small part. Tankers are present 24/7 in case of excess waste or pump failure to prevent spillage into the sea.
- 17. MINUTES or NOTES FROM THE FOLLOWING MEETINGS TO BE APPROVED AND SIGNED.**
 - **Minutes of the Annual Parish meeting held on Monday the March the 11th 2024.** Cllr Medway proposed, Cllr Brooks seconded, with all in favour to approve the minutes as being true and correct.
 - **Minutes of the Parish Council meeting held on Monday the March the 11th.** Cllr Medway proposed, Cllr Lester seconded, with all in favour to approve the minutes as being true and correct.
- 18. TO REPORT MATTERS ARISING FROM THE ABOVE PARISH COUNCIL MEETING MINUTES, which are not covered by an agenda item or in the Action tracker.** The newly donate recycled plastic Memorial Bench has arrived. **Maintenance** to remove wooden bench from Portwrinkle and replace with new. **Clerk** to then inform Mr Rendell. **Maintenance** to relocate old bench temporarily to the Open Space, **Clerk** to place "for sale£ sign on it, with details.
- 19. FINANCE**
 - a) The Chair proposed, with all in favour to approve the payments listed below for April 2024. (Cllrs Lester and Brooks to authorise online).
 - b) **Cllr Brooks** signed the reconciled bank statements for March.
- 20. D-DAY 80th ANNIVERSARY on 6th June 2024. Beacon Lighting.** **Clerk** to Circulate job allocation list. The Memorial Hall committee are purchasing D-Day Flag.
- 21. UPDATES FROM OTHER GROUPS- if not covered in the agenda –Flower Beds Subgroup (Cllr Stone)** Mr C Hoskins has kindly donated £25 towards the Crafhole Cross flower beds, **Clerk** has notified Cllr Evans; **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** has circulated notes. **RPPTUG (Cllr Court)** City bus

have received the government grant funding for new electric busses. The number 70 route will be upgraded to electric buses; **Parish Environment and Climate Change Plan Committee (Cllr Stone)** see correspondence; **Devolution: Car Park: Clerk** to ensure change to summer parking tariffs with Just Park. **Toilets.** Flush temporarily repaired in gents. **Maintenance** to source new cistern of similar style and install. **Clerk** to obtain quotes for windows (with small top opening to increase ventilation) to replace the inner most set, in both the Gents and Ladies Toilets. **Clerk** awaiting quotes for interior refurbishment, to potentially occur in low season and to apply for Cil Grant funding. **Clerk** continuing to advertise for self-employed ad hoc cleaner(s) for back up, in case of illness, unavailability of current cleaning team. Good rate of pay and Parking permit would be provided. Advert placed also within the Public toilets and on Facebook. **(Clerk)**

22. All ITEMS FOR INCLUSION IN FUTURE MEETINGS. End of year financial report.
Annual Insurance review.

23. DATE OF NEXT Parish Council Meeting, Monday May 13th 2024 TBC

The Chair declared the meeting closed at 20.41.

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

April 2024 Parish Payments to raise/authorise and DD & payments taken and incoming to report from March 2024				
Pay who	For What/Description	Vat	net	Total
Sheviock Memorial Hall	Rent for Council meeting x 11			£69.85
Sheviock Memorial Hall	Rent for Office			£63.50
Nancy Gray	Parish Wage			
Gary Dyer	Enforcement wage			
s.Lester	Maintenance wage			
S Lester	Expenses mileage			£0.90
N Gray	Clerk's expenses, printer paper (£8.50) travel £4.50)			£13.00
EDF	Tredis defib unit	£0.48	£9.50	£9.98
CALC	Annual Membership subscription inv 2425-123	£58.95	£336.61	£395.56
LVP Lynher Valley partnership	Antony Estate. Annual rent for play park and Open Space			£100.00
PENDING Torpoint Town Council	PENDING Grant from CIL Levey for Rame All Weather 3g Pitch. PENDING			£2,000.00
Direct Debits to report	DIRECT DEBITS/ PAYMENTS TAKEN TO REPORT			
Lloyds Bank	<i>Parish credit card total. Broken down as detailed below</i>			£100.98
	<i>set monthly card fee</i>			£3.00
	<i>F3 Maintenance protective dust masks, Amazon</i>	£3.00	£14.99	£17.99
	<i>Microsoft 365 office subscription</i>	£66.66	£13.33	£79.99
BT	<i>Business. Phone/internet</i>	£307.59	£61.51	£369.10
Nest Pensions	Staff pension Includes clerk's contribution taken form wage at the time			
Unity Bank	Set fee service charge			£18.00
	INCOMING			
Mr S Rendell	<i>Donation. Recycled bench replacement Portwrinkle</i>			£490.00
Unity Bank	Interest for Precept Savings account			£206.43

DEVOLUTION ACCOUNT

April 2024 Devolution Dec Payments to raise/authorise and DD & payments taken and incoming to report from March 2024				
Pay who	For what/Description	Vat	Net	Total
Nancy Gray	Devolution Clerk's wage			
Frances Jackson	cleaning wage			
Natasha Wilson	Cleaning services			£180.00
Bunzl	Cleaning supplies and stock invoice 07/381549	£32.02	£160.17	£192.19
S. Lester	Maintenance Devolution wage			
S .Lester	expenses, Toilet flush parts, wood	£7.92	£39.54	£47.46
Direct Debits/Payments to report	None			
SERVICE CHARGE	Unity Bank			£18.00
INCOMING to report				
Just Park	car park revenue			£39.81
Mr C Hoskins	Donation Flowerbeds at Crafhole Cross			£25.00
UNITY BANK	Interest on savings account			£397.43