



## Sheviock Parish Council

The Bill Warren Room, Sheviock Memorial Hall, Crafthole, Torpoint, Cornwall, PL11 3DG  
Clerk: Mrs Nancy Gray. Telephone: 01503 232996 Email: [sheviockpc@btinternet.com](mailto:sheviockpc@btinternet.com)

- 1. The Minutes of the meeting of Sheviock Parish Council, held on Monday Jan the 12<sup>th</sup> 2025, at 6pm in the Kennedy Room, Sheviock Memorial Hall, Crafthole. Present: Councillors:** Chair Cllr W Evans, Vice-Chair Ian Court, Cllr P. Stone, Cllr D. Humphreys, Cllr S. Medway, Cllr D Lester. Parish Clerk Mrs N. Gray. Cornwall Councillor K Ewert. There was 1 member of the public present.
- 2. APOLOGIES.** Cllr Jenkins.
- 3. DECLARATIONS OF INTERESTS. AGENDA ITEMS:** None **GIFTS** None.
- 4. CONSIDERATION OF WRITTEN REQUESTS FOR DISPENSATIONS.** None
- 5. PUBLIC PARTICIPATION and 5. RESPONSE TO PUBLIC PARTICIPATION** to include forum postings, correspondence/emails unless covered under agenda item. Cornwall Councillor K Ewert's monthly update from December:
  - Property damage/Graffiti referencing AI, within Parish Christmas Day. Police update: 15 offences in the area, believed to have started in Polbathic from 3am (Christmas Day) moving to Crafthole, Downderry, Seaton, then Looe at 05:54. Police have released CCTV image of man with Ladder Police crime ref:50250328700. **Cllr Stone** to maintain communication with Devon and Cornwall Police "Chief Sector Inspector" and request Police representative to attend the Feb 9<sup>th</sup> PC meeting - to brief PC on investigation.
  - Cllr Lester noted - Further flooding/ mud/hidden damage to road surface on of Horsepool Lane, following Storm Goretti. **Clerk** to report To Antony Estate and CC Highways. Also to CC Cap rep Catherine Thompson. **Clerk** to include Harbour wall damage to CAP rep. **CC K Ewert** to further support and request update of repair to Harbour wall.
  - A parishioner had contacted Cllr Medway requesting finalisation date for building work on Mr J Steven's property, Crafthole; plus continuing issue of overgrown hedge blocking pedestrian access -forcing pedestrians further onto the road. **Clerk** will re-chase Project Manager – who had previously stated that it would be cut. **Clerk** to contact relative of Mr J Stevens. It was noted that the property - next door but one- also has protruding, hedge/pedestrian safety issue. **Clerk** to contact residents of property to request cut.
  - Power cut, 53 homes in Sheviock, affected by Storm Goretti: 8-10<sup>th</sup> Thurs pm -Sat circa 9pm Sheviock, Emergency Plan issue -Phones out of service, Clerk rang/then knocked on 60% of doors to advise of 3-5 opening of Memorial Hall for phone charging/hot refreshments/warm space. Power cut Crafthole Sat eve 10<sup>th</sup> Jan - Finnygoode Inn loss of business/money due to inability to cater for a large booking, without any warning. **Cllr Ewert** to contact National Grid to ascertain if the second power cut was planned, if so why businesses/residents were not informed and to plan for this if it were to reoccur.
- 6. PLANNING.**
  - a)** To receive details of planning applications received after the agenda published: None.
  - b)** To resolve the Parish Council's response on planning applications received before the agenda was published:

**PA25/09274.** Installation of two new windows and replacement of three existing windows and existing door. Storage for gas bottles. Cllr Evans proposed, Cllr Lester seconded with all in favour to support this application.(Clerk to submit response to CC)

c) To receive Cornwall Council's decisions on the following planning applications Tredis Barn Sheviock.**PA25/07605** Alteration and extension of existing breakfast room. Trehill House, Sheviock. Mr and Mrs M Batten. Pending decision

• **PA25/00805** Retrospective permission, installation of four glamping units and associated infrastructure. Land East Of Higher Tredis Farm, Sheviock. Pending decision.

## 7. HIGHWAYS MATTERS TO REPORT

a) Completion of Crafhole road traffic improvements TRO: Road closure of B3274 - small section east of Crossroads up to mini roundabout, Crafhole (opposite top car park of Finnygook Inn/Lynher House). Scheduled 26<sup>th</sup> of January - 3<sup>rd</sup> Feb 2026. 07:30-18:00. For insertion of small section of double yellow lines, prior to mini roundabout, and create alternative parking.

b) To Polscoe Hill, Tredis Turn off. CC are establishing costs prior to scheduling work. **Clerk** to continue to chase request for consultation of proposals.

c) To receive Safety audit results from CC re:A374 and bottom of Polscoe Hill/Tredis turn off. Pending meeting with CC.

d) Community Highways Improvement Programme: 2026-2029. Deadline for Expressions of interest Feb 27<sup>th</sup>. See items 9a&b C. Cllr K Ewert to add submit removal of speed cushion in Crafhole - B3247, nr Ivy cottage. Pending response from Adam O'Neil (CC) re: proposed Footway alongside A374, within Sheviock/Safety review findings. Pending response from Adrian Robert (Cormac) re: quote for safety review of proposed permissive footpath adjacent to B3274 Crafhole East prior to Clerk submitting expression of interests.

e) Proposed road closure Wildernet, B3247 Lynher House to Polscoe 9<sup>th</sup>-13<sup>th</sup> Feb 8-6:30 am. Clerk has responded highlighting issues re timings: bus route, school bus, commuter hours, also diversions, exact location needed, reduction of times required, reasons for full road closure. **Clerk** to chase response, C Cllr K Ewert also aware.

8. **CLIFF EROSION PORTWRINKLE/ FUTURE PROOFING FINNYGOOK LANE** Consideration to develop a Coastal Change Management Plan. Both the **Clerk** and **CC K Ewert** continuing to chase date for virtual meeting with Mr R Hobbs, Environmental Resilience and Adaptation Manager CC. **Cllr K Ewert** to raise concerns: coastal erosion/drainage run off erosion, on behalf of SPC at the flood resilience meeting on Jan 24<sup>th</sup>.

## 9. FOOTPATHS

a) **Crafhole Permissive path projects. re: Crafhole East B3274 to Trehill: Pending Safety** Review quote from Cormac (Adrian Roberts). Pending response from Highways re: site meeting (**Clerk**). See item 7d

b) **Sheviock Permissive footpath.** re: use of roadside verge for part of footpath (A374). **Clerk** to contact Adam O'Neil. **Clerk** to chase response from Antony Estate re: confirmation of use of corner section of land at gates A374 (**pending response from CC Adam O'Neil see item 7d**).

c) **Footpath number 5 Lady well/Coombe Lane. CC Kate Ewert and Clerk** are continuing to chase with CC for commencement date, as initially scheduled for Autumn but delayed. **CC K Ewert** to contact CC Portfolio holder

d) **Re-opening of Footpath 1.** Works to coincide with repairs to footpath 5 above see item 9c.

## 10. FINANCE

a) The Chair proposed, with all in favour, to approve the Dec payments, listed further below. **Cllrs Lester and Medway** to authorise via online banking.

b) Cllr Lester checked and signed the reconciled December bank statements and ledger.

**11. OPEN SPACE/PLAY PARK.**

**Weekly maintenance/H&S check.** Maintenance Completed.

- a)** Schedule of repairs on play park equipment: Proposed commencement Weds 14th Jan. Clerk to place temporary closure signage. GreenSchemes will erect precautionary barrier fencing.
- b)** Repair of minor faults to Gym equipment. Clerk to re-chase contractors "Fresh Air and Fitness." Clerk to advise **Maintenance** once date established.

**13. PARISH COUNCIL WEBSITE AND EMAIL move to gov.uk.** Current website to continue until Dec 2026 for Memorial Hall, also to redirect to new Parish Council website. **Email set up** instructions provided. **Clerk** to resend Link to **Cllr Court** to attempt login. **Cllrs/Clerk** to continue as usual with current email addresses, as more work needed prior to complete change over. (**Clerk/Cllr Court**).

**14. BUS SHELTER, KIMBERLY FOSTER, CRAFTHOLE.** CC have stated it is not possible to retrofit seat due to design of shelter. to ascertain what would be feasible. Grant for new shelter on hold pending seating options. Replacement "Closed style" bin, now in situ.

**15. TREDIS REQUEST FOR DOG WASTE BIN.** Quote Pending quote from Biffa re: cost/feasibility of collection service. (Clerk to re-chase)

**16. CORRESPONDENCE RECEIVED.**

- Email Mr P McLaren: concern for delay to works required, on well used footpath 5, Ladywell. See agenda item 9c
- CAP (Catherine Thompson CC) - Climate Change & Nature Recovery Network/Community Engagement Network, invite for representative from parish. Cllr Lester to attend first virtual meeting if available.
- Have your say on buses in Cornwall, Survey open to all complete by Jan 18th <https://letstalk.cornwall.gov.uk/bus-networkEmail> from parishioner. Open to everyone to complete.
- Flood resilience meeting, Jan 24<sup>th</sup> Cawsand Congregational Church Hall. **Cllr K Ewert** agreed to obtain info/raise concern re: Coastal resilience/erosion and flooding. Clerk to send Apologies for Cllr Evans.

**17. MINUTES: Sheviock Parish Council meeting held on Monday Dec 8th<sup>th</sup>, 2025.** Vice Chair Cllr Court proposed with All in favour to approve and sign the minutes as being true and correct.

**18. MATTERS ARISING FROM THE ABOVE PARISH COUNCIL MEETING MINUTES, which are not covered by an agenda item.**

- Emergency Plan Update. Cllr Court to add Cllr Medway to cascade system in place of Cllr Evans. Plus additional skills: Locksmith Warren Evans and Tree Surgeon Tom Cox. It was proposed by the Chair with All in favour to approve the printing quote by CC of £81.08 for 50 x A5 colour booklets. **Cllr Court** to amend and circulate the Final draft to "All Cllrs" for approval at February meeting. To report response from Antony Estate re: request to improve initial access(steps) to rockpool beach - East of the harbour. Pending. (**Clerk** to re-chase).

**19. UPDATES FROM OTHER GROUPS-** if not covered in the agenda –**Flower Beds.** Cllr Stone volunteered to tend the Portwrinkle beds, which were damaged in the storm. **Tree Warden (Cllr Lester)** No large trees with TPOs were damaged in the storm. **Defibrillators.** Clerk has arranged with electrician to re-attach backing board at Tredis and undertake electrical checks a Tredis (pending weds 14<sup>th</sup> Jan) Silas cove locator light repaired. Clerk organising Public defib training with Paramedic TBC March 10-15 pax per session, donation for training sessions. Paramedic has been added as a support guardian on "The Circuit". EDF billing dispute for Tredis defib ongoing, BBC Spotlight supporting. Electrician advising Clerk re: potential installation of meter at Tredis Defib cabinet. **South East Cornwall CAP:** Cllr Stone attended – see item 4/5 re AI Graffiti. Minutes pending. **RPPTUG** are attempting to organise meeting with

CC and bus co, see also Public questionnaire link see item 16. **Car Park: Maintenance** to paint white lines (pending weather/end of day). **Public Toilets: Maintenance ongoing list.**

**20. ALL ITEMS FOR INCLUSION IN FUTURE MEETINGS.** Tredis dog bin quote. Review of Policies and procedures, Financial regulations and Parish risk Assessment. Sign off Emergency Plan.

**21. ANY OTHER ITEMS.** Following Storm Goretti, thanks was given to Mr Chris Horsefield who was spotted clearing a fallen tree on Finnygook Lane. Also, the Clerk for the impromptu organisation of phone charging/hot refreshments at the Memorial Hall, to support Sheviock residents.

**22. DATE OF NEXT Parish Council Meeting,** Monday 9<sup>th</sup> of Feb 2026, at 7pm.

The Chair declared the meeting closed at 18:57.

**Nancy Gray, Parish Clerk, Clerk's Office, Sheviock Memorial Hall, Crafthole, PL11 3DG.**

**Telephone: 01503 232996 Email: [sheviockpc@btinternet.com](mailto:sheviockpc@btinternet.com) NB. A draft copy of the minutes from previous Parish Council meetings are posted [www.sheviockparish.org.uk](http://www.sheviockparish.org.uk)**

**PARISH PRECEPT ACCOUNT**

Jan 2026 Payments to authorise plus direct debits to report and incoming received from Dec 2025				
Pay who	For What/Description	Vat	net	Total
Sheviock Memori	Monthly rent Parish Council office Standing Order on 9th of each month			<b>£70.00</b>
Nancy Gray	Clerk's devolution wage share			
Nancy Gray	Clerk's expenses parish. Tavel expenses (Notice boards mins and agendas/defibs/beach rescue equipment)			<b>£4.50</b>
Gary Dyer	Enforcement hours			
Gary Dyer	Enforcement expenses, eco paint for highlighting dog waste that has not been cleared up by owners, Highlighting the issue and to prevent others treading in it.			<b>£11.99</b>
S Lester	Maintenance wage			
S Lester	Maintenance expenses mileage			<b>£1.80</b>
<b>Direct Debit</b>				
Lloyds (unity corporate card)	Parish credit card monthly payment for purchases as shown below			<b>£3.00</b>
	<i>Lloyds set monthly card fee</i>			<i>£3.00</i>
Unity Bank	set monthly banking fee			<b>£6.00</b>
BT	Business phone/internet	£72.92	£364.59	<b>£437.51</b>
Nest	Staff pension, includes employee contribution taken from wage (devo and parish wage combined - part reclaimed form devo budget at end of year			<b>£76.83</b>
<b>INCOMING</b>				<b>£0.00</b>

**DEVOLUTION ACCOUNT**

Dec devo payments to authorise Direct debits/incoming to report from Nov 2025				
Pay who	For what/Description	Vat	Net	Total
Nancy Gray	Devolution Clerk's set monthly wage			
Nancy Gray	Clerk's devolution expenses Disinfectant floor cleaner Torpoint Hardware	£0.83	£4.17	<b>£5.00</b>
Frances Jackson	cleaning wage			
Frances Jackson	lifts.			<b>£78.00</b>
Natasha Wilson	Cleaning services			<b>£180.00</b>
Cheryl Sampson	Cleaning services INV-00152			<b>£108.00</b>
Cornwall council	Car park enforcement SLA inv 8100645782			<b>£24.00</b>
<b>Direct Debit to report</b>				
Unity	Cash handling service fee unity bank			<b>£13.80</b>
Unity	Service charge set banking fee			<b>£6.00</b>
<b>INCOMING</b>				
PO	Ticket machine revenue			<b>98.90</b>
PO	Ticket machine revenue			<b>115.40</b>
Just Park	Online car park revenue			<b>34.46</b>
Mr Kilbride	winter permits online transfer			<b>20.00</b>
Unity bank	interest on business devolution earmarked reserves account			<b>£421.91</b>