



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

1. **The Minutes of the meeting of SheviocK Parish Council, held on Monday Feb the 9th 2026, at 7pm in the Kennedy Room, SheviocK Memorial Hall, Crafhole. Present: Councillors:** Chair Cllr W Evans, Vice-Chair Ian Court, Cllr D. Humphreys, Cllr S. Medway, Cllr D Lester, Cllr Jenkins. Parish Clerk Mrs N. Gray. Cornwall Councillor K Ewert. There was 1 member of the public present.
2. **APOLOGIES.** Cllr P. Stone.
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 January: <https://sheviocKparish.org.uk/wp-content/uploads/2026/02/january-2026-update.pdf> Also, to note Cornwall is now receiving Bellwin emergency funding to cope with effects of storms and prolonged severe weather: **Update From Police Inspector Musgrove.** Re: Property damage/Graffiti referencing AI, within Parish Christmas Day. Police have one remaining line of enquiry but are not hopeful that this will result in moving the investigation forward. They have received limited intelligence regarding any possible suspects; therefore, it is highly likely that the investigation will unfortunately be closed. They are currently in the process of contacting victims and explaining that no further action will be taken, pending any further developments. If there is anything significant, they will reopen the investigation and pursue all leads. Should anyone have any further information please report to police quoting crime ref:50250328700.
- The Clerk noted that Torpoint Community College had just advised parents it could no longer provide 6th form courses for year 12s, as of September 2026; affecting children within the Parish who had planned to attend A Level courses and adding to transport costs for children now forced to travel further afield.
- The Clerk noted the YMCA had just made public that it would be pulling out of running the Sport Hall facilities, circa March 31st. Clerk to keep abreast of information and contact Torpoint Town Council re: reserved Cil grant donation of £2000 towards all weather pitch. C Cllr K Ewert noted developments.
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: **None**
 - c) To receive Cornwall Council's decisions on the following planning applications Tredis Barn SheviocK. **PA25/09274.** Installation of two new windows and replacement of three existing windows and existing door. Storage for gas bottles. Approved

PA25/07605 Alteration and extension of existing breakfast room. Trethill 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. Approved with Conditions please see <https://www.cornwall.gov.uk/planning-and-building-control/planning-applications/online-planning-register/>

7. HIGHWAYS MATTERS TO REPORT

a) Road Closures:

Overnight 9 Feb 18:30 - 13 Feb. B3274 between Polscoe and Lynher House. **Clerk** has recontacted Telecoms company & CC to reiterate necessity for **overnight only** closure timings to display on all diversionary signage as matter of urgency, current signage gives the appearance of daytime road closure. Causing loss of trade to local businesses and confusion/chaos on this busy route. This is frustrating as already stipulated this request. Road closure of B3274 - small section east of Crossroads up to mini roundabout, Crafhole (opposite top car park of Finnygook Inn/Lynher House) to complete TRO road traffic improvements/parking/yellow lines. Works delayed, **Clerk** to chase date of commencement.

- b)** Polscoe Hill, Tredis Turn off. **Clerk** continuing to chase request for consultation of proposals, following Cornwall Council's completion of safety review.

- c)** To receive A374 Safety audit results from CC re: A374. Proposed improvements circulated to All Councillors detailing entire section from Trulefoot roundabout to Torpoint, including Sheviock. Pending meeting with CC.

- d)** Community Highways Improvement Programme: 2026-2029. Deadline for Expressions of interest Feb 27th. See items 9a&b. Pending completion of commissioned safety review and advice from Cormac prior to Clerk submitting EOI for Crafhole and Sheviock Permissive footpath schemes in priority order. C. Cllr K Ewert to submit removal of speed cushion in Crafhole - B3247, nr Ivy cottage.

- e)** Deterioration of Speed hump B3274, nr Lower Finnygook Inn entrance. This has been reported to Cornwall Council, need to repair otherwise costly road closure to remove. CC K Ewert will add request to remove this bump when they remove speed cushion see item d) above.

8. CLIFF EROSION PORTWRINKLE/ FUTURE PROOFING FINNYGOOK LANE/PORTWRINKLE

HARBOUR. Cormac has been commissioned by the Harbour Authorities to complete repairs to Harbour walkway/wall as of Feb/March, tide/weather dependant. Team divided between project in Saltash and Portwrinkle. Welfare cabin in situ at Car Park.

Clerk and CC K Ewert to continue to chase date for virtual meeting with Mr R Hobbs, Environmental Resilience and Adaptation Manager CC. re: Consideration to develop a Coastal Change Management Plan. See also item 18 bullet point 1.

9. FOOTPATHS

- a) Crafhole Permissive path projects. re: Crafhole East B3274 to Trethill: Pending Safety Review site meeting/outcome with Adrian Roberts, safety infrastructure lead Cormac, prior to submitting EOI to Highways Scheme funding by Feb 27th. (Clerk)**

- b) Sheviock Permissive footpath. re: use of roadside verge for part of footpath (A374).** This was not included within CC A374 Road Safety Audit. See item above as will be tagged onto safety review. **Clerk** to chase response from Antony Estate re: confirmation of use of corner section of land at gates A374.

- c) Footpath number 1 & 5 Sheviock to Lynher and Lady well/Coombe Lane.** This has been chased with CC Portfolio holder and CC access Team. Awaiting scheduled date of commencement to works (**pending**).

- d) Footpath 9 Fallen trees across path. Clerk** to contact Landowner and CC to request clearance.

10. FINANCE

- a) The Chair proposed, with all in favour, to approve the Feb payments, listed further below. **Cllrs Lester and Medway** to authorise via online banking.
- b) Cllr Lester checked and signed the reconciled Jan bank statements and ledger.
- c) Cllrs Evans and Medway proposed with All in favour to approve the direct debit arrangement for HMRC employer's PAYE. **Clerk** to send document to HMRC and advise UNITY bank.
- d) The Chair Proposed with All in favour to approve Liz Taggart of CL Accounting to complete the internal Audit. (**Clerk** to confirm)
- 11. OPEN SPACE/PLAY PARK.**
- a) **Weekly maintenance/H&S check.** Maintenance Completed.
- b) Schedule of repairs on play park equipment: Green Schemes have completed repairs/replacements. Fresh Air And Fitness have completed repairs to Gym Equipment – Clerk awaiting their feedback.
- 13. PARISH COUNCIL WEBSITE AND EMAIL move to gov.uk.** Clerk to send emails to all Cllr's gov.uk emails plus all current Cllr email addresses - until receive confirmation from Cllr Stone that he can access gov.uk email; and All are familiar with the new provider/format and use. **Clerk** to circulate link to email instruction documents. Current website to continue until Dec 2026 for Memorial Hall. **Clerk** to add redirect link to new Parish Council website once it has been finalised and update contact/letter headings. To remain and agenda item.
- 14. BUS SHELTER, KIMBERLY FOSTER, CRAFTHOLE.** Clerk to obtain quotes for new Shelter with seat, in preparation to apply for partial grant from CC.
- 15. TREDIS REQUEST FOR DOG WASTE BIN.** Quote received from CC/Biffa: £362.57 for weekly service, £694.87 for provision of bin and installation. After discussion, the Chair proposed with All in favour to not proceed with bin, due to demand not justifying high cost.
- 16. ANNUAL REVIEWS, for approval at the March meeting of SPC.** Clerk to add to March Agenda
- i. **Policies and procedures.** Clerk to allocate policies plus link to NALC current templates to each of the councillors to review/make recommendations for approval at the March meeting.
 - ii. **Financial regulations.** Clerk to review prior to approval at March meeting.
 - iii. **Parish Risk assessment.** Clerk to review prior to approval at March meeting.
 - iv. **Sheviock Parish Plan.** Clerk to circulate current plan to All Councillors to consider priorities prior to March meeting.
 - v. **Sheviock Grass/footpath cutting contract (exp 2027).** No changes required, all going well.
 - vi. **Register of Interests** All Cllrs present, updated at the meeting, **Cllr Stone** to check on return. Clerk to send updated Registers to CC and place link on new PC Gov.uk website (under construction).
- 17. PARISH EMERGENCY PLAN UPDATE.** The Chair thanked Cllr Court for all his work. The Chair proposed with all in favour to approve the update. **Clerk** to organise print of 50 copies via CC. Printed copies to be handed to those listed on Cascade system and organisers. Distributed down via the cascade system.
- 18. CORRESPONDENCE RECEIVED.**
- **Email: Mr M Earle . Water run off/erosion of PROW 12 to Finnygook beach.** Clerk has reported to "Unique holidays" and Cornwall Council. Both will inspect/act. Improvements made already.
 - **Email: Mrs G Kennedy. Access issues due to Mud Georges Lane.** Clerk to add to list for Antony estate.
 - **CC Neighbourhood priorities statement.** Already have primary residence clause in RNDP until 2030.
 - **CC. Portwrinkle Car Park, draft enforcement SLA.** CC to issue for approval at March meeting. Clerk to add to March Agenda

- **Community Emergency Planning and Flood resilience workshop revised date Feb 14th between 10am - 2pm, at the Community Hall in Kingsand. Clerk to ask for any notes, as Cllrs unable to attend on this date.**

- **Email: CC of email sent to Cllr Gibbons re: delay to planning decision by CC for PA25/00805 Retrospective permission, installation of four glamping units and associated infrastructure. Land East Of Higher Tredis Farm, Sheviock. See item 6c)**

19. MINUTES: Sheviock Parish Council meeting held on Monday Jan 12thth, 2026. The Chair proposed with All in favour to approve and sign the minutes as being true and correct.

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

Ongoing list to Antony Estate, re: request to improve initial access(steps) to rockpool beach - East of the harbour. Sheviock Horsepool and Georges lane drainage issues; permissive path land use. (Clerk to chase response).

21. UPDATES FROM OTHER GROUPS- if not covered in the agenda –**Flower Beds.** Cllr Stone away **Warden (Cllr Lester)** Nothing to report. **Defibrillators.** electrician has re-attached new backing board at Tredis. 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” for Tredis but needs further actions to be taken by guardians, to email invite him to be helper guardian for each unit (Clerk to organise) . EDF billing dispute for Tredis defib ongoing, Clerk in contact with BBC Spotlight/EDF resolution Team. **Clerk** to contact ombudsman. Electrician has quoted circa £350 plus vat to obtain and install second electrical cabinet and meter for the supply to the climate controlled protective cabinet, at Tredis defib (Noted pending response from EDF /Ombudsman. **South East Cornwall CAP:** No meeting **RPPTUG Cllr Court** to attend virtual meeting in March with Cornwall Council and MP Anna Gelderd plus representatives from RPPTUG and Saltash Town Council. **Car Park: Clerk** to obtain updated tariff and signage board prior to changes from March 15.th **Maintenance** to paint white lines (pending fine weather). **Public Toilets: Maintenance** ongoing list. Leak fixed.

22. All ITEMS FOR INCLUSION IN FUTURE MEETINGS. Review of Policies and procedures, Financial regulations and Parish risk Assessment.

23. DATE OF NEXT Parish Council Meeting, Monday 9th of March 2026, at 7pm TBC
The Chair declared the meeting closed at 20.00.

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 from previous Parish Council meetings are posted www.sheviockparish.org.uk**

PARISH PRECEPT ACCOUNT

Feb 2026 Payments to authorise plus direct debits to report and incoming received from Jan 2026				
Pay who	For What/Description	Vat	net	Total
Sheviock Memor	Monthly rent Parish Council office Standing Order on 9th of each month			£70.00
Nancy Gray	Clerk's parish wage			
Nancy Gray	Clerk's expenses parish. Tavel expenses (Notice boards mins and agendas			£4.50
Gary Dyer	Enforcement hours			
S Lester	Maintenance parish hours .			
S Lester	Maintenance expenses mileage 6 miles x 45p £2.7 . Key for electrical cupboard £1.99			£4.69
Mr W Evans	2 x sets of: waterproof, 8 mode 60m outdoor fairy lights for parish Xmas Tree			£54.37
Green Scheme Solutions Ltd	SIN-388. Repairs adjustments and replacement parts varied items. Crafhole Playpark	£327.40	£1,637.00	£1,964.40
c.a.f electrical (Mr Chris Freeman)	Inv 1405 Electricians defiibs Jolly Roger/SWW pump station and Tredis. Task: to carry out investigation to faulty defib cabinets, replacements parts ordered and fitted, to then replace backing panel to defib cabinet in tredis Total Labour split over 3 visits £300.00 plus vat	£60.00	£300.00	£360.00
Direct Debit				
Lloyds (Unity corporate card)	Parish credit card monthly payment for purchases as shown below			£54.40
	<i>Lloyds set monthly card fee</i>			£3.00
	<i>Amazon ink cartridges for office Black XL, Black, mixed colours</i>	£42.83	£8.57	£51.40
Unity Bank	set monthly banking fee			£6.00
Nest	Staff pension			£76.83
INCOMING				£0.00

DEVOLUTION ACCOUNT

Feb devo payments to authorise Direct debits/incoming to report from Jan 2026				
Pay who	For what/Description	Vat	Net	Total
Nancy Gray	Devolution Clerk's set monthly wage			
Frances Jackson	cleaning wage			
Frances Jackson	Bus travel expenses to /from Portwrinkle. 24 x tickets each at £3 managed to obtain lifts for remaining journeys			£72.00
Natasha Wilson	Cleaning services			£180.00
Cheryl Sampson	Cleaning services INV-00160			£90.00
Mr S Lester	Maintenance wage			
Mr S Lester	Maintenance devo expenses. White line paint for road/car park lines	£49.99	£10.00	£59.99
SWW Source for business	Quarterly bill. Portwrinkle Toilets			£412.84
Direct Debit to report				
Unity	Service charge set banking fee			£6.00
INCOMING				
PO	Ticket machine revenue			89.50
PO	Ticket machine revenue			8.50
Just Park	Online car park revenue			68.71
PO Cash deposit	Smith winter resident parking			5.00
Cheffers	online bank winter resident parking			5.00
PO Cash deposit	Ticket machine revenue			£303.25
PO Cash deposit	Ticket machine revenue			£94.00