



ST MINVER LOWLANDS PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING TO BE HELD ON

MONDAY 1 JUNE 2026 19:00 IN THE HUB, TREWINT LANE, ROCK PL27 6LU

Present: Cllr Medland (Chair), Cllr J Webb (Vice-Chair), Cllr M Brooke, Cllr T Gidley Wright, Cllr G Jones, Cllr P Hancock, Cllr K Meneer, Cllr A Roads

In attendance: Clerk

Press and Public are invited to attend. Meetings are held in public and could be filmed or recorded by broadcasters, the media, or members of the public.

Minute	AGENDA ITEMS
075/2026	Chair's Welcome The Localism Act 2011 requires the Council to adopt a Code of Conduct for Members that is consistent with the following General Principles of Public Life (Nolan Principles) – Selflessness, Honesty and integrity, Objectivity, Accountability, Openness, Leadership. Code of Conduct complaints - Cornwall Council
076/2026	Present: Apologies for Absence: Cllr B Gisbourne, Cllr N Davis
077/2026	Members' Declarations – <i>Registerable Declarations of Interests</i> – Members must declare an interest, which has been declared on their Register of Financial Interests form, relevant to the agenda. To RECEIVE any Declarations of Interest/Dispensations from Members in line with Code of Conduct 2021. To RESOLVE to grant any requests for Dispensations in line with Councillors Code of Conduct 2021 JW reminded council he would be presenting the Beach Ranger Grant Application as a member Polzeath Village CIC
078/2026	Minutes of previous meeting Members RESOLVED to accept Minutes of Full Council Meeting from 5 May 2026 Proposed GJ Seconded KM
079/2026	Public Forum Members of the Public may address the Council for a maximum of three minutes prior to the commencement of the meeting. All comments are to be directed to the Chair of the meeting CM mentioned that there are planning changes about how parish councils are going to be consulted. CM suggested consulting with CC are the changes are due in September. PH confirmed that the Parish Council are not consulted on some preapps. Clerk will contact the planning officer. Member of the public queried the timing of the publication of the minutes. Clerk confirmed draft minutes are published and may be amended subject to resolution at the next meeting. They also wanted to revisit comments regarding PA26/01907. A discussion was held regarding emails and texts shared about this application. AM apologised for any upset caused relating to the use of the Harassment Policy. Councillors discussed a different approach to responding to planning comments.
080/2026	Matters of interest to attendees a. Cornwall Councillor's Report. Cllr Moore gave her apologies and emailed a report. b. St Minver Community Hub update. No update from the Hub. It is confirmed that public toilets within the car park are always open, and the hub changing rooms are opened with prior arrangement. This item will be removed from Agenda. c. Grants formally requested by parishioners. AR and Clerk redrafted new 2026 Grant form, Adoption Proposed TGW Seconded AM and so resolved. Presented by JW, Polzeath village CIC has applied for £4k for Seasonal Rangers. JW shared the avenues the CIC has exhausted in seeking funding and thanked the council for waiving £1k for the Beach Rangers Hut. There was a discussion around funding from the Parish Councils, which the chair will pick up. Proposed to fund half at £2k PH Seconded GJ. Car Park revenue confirmed £304k in 23/24 and £282k in 24/25. The CIC will be approaching CC and Rosie.

081/2026	St Enodoc Golf Club presents footpath initiative General Manager and Head of Management committee attended. Introduction was given highlighting prestigious nature of the golf course, and the positive impact of the club on the village with many playing and walking visitors. The 2,000 members and 10,000 visitors play 25,000 rounds a year which provide an economic contribution to the area. It is a members club, which invests any surplus. The Account Manager was aware of CIL funding, and the club wanted to address pedestrian safety. CIL responded that it does not recognise a members club as a recipient. CIL suggested that if the Parish Council were prepared to support the initiative, the Parish Council could submit the application on behalf of the Golf Club in 2027. The proposal was to create a 200m pedestrian diversion on 6th Hole, to the northeast of the existing road which would still be used for cyclists and motorists. The initial costing was £50k. Parish Council support is being requested. Councillors discussed CIL application processes and the various options. This will be on the agenda in future.
082/2026	Planning Applications – Members to CONSIDER the following, including any applications received after the agenda has been published: (links embedded). a. PA26/02850 Proposed construction of a single dwellinghouse (replacement extant Class Q PA24/07272) with variation of Conditions 2, 9 and 10 of decision notice PA25/05298. Plot 3 St Petrocs Farm Trebetherick Approved Proposed MB Seconded AR As planning conditions associated with Class Q have been superceded the applicants request to marginally increase the floor space will not have a marked impact on the plot. Planning constraints relating to privacy imposed with PA25/05298 do not appear to be compromised. b. PA26/02788 Construction of two dwellings (Replacement of Class Q permission for 3 dwellings) with variation of conditions 2 and 10 of decision notice PA24/09337 dated 25.03.2025 (followed by appeal decision notice APP/D0840/W/25/3368721 dated 01.10.2025). St Petrocs Farm Trebetherick Approved Proposed MB Seconded GJ. The applicant’s proposal concerns the reduction in the scale of development, principally the removal of the north facing rear extension. c. PA26/03148 Non-material amendment in relation to decision notice PA25/08350 dated 19/01/2026 to add a non-opening triangular window to the dormer cheek to the south elevation and additional length to the approved rooflight to the west elevation. 22 Slipway Cottages Slipway Rock PL27 6LD Approved Proposed JW Seconded AM Additional fenestration to afford a view of the estuary. No discernible impacts with privacy/neighbours d. PA26/02897 Works to trees subject to a Tree Preservation Order, T1 - Monterey cypress - Fell and replace with a Holm oak The Lighthouse Rock Road Rock Wadebridge Cornwall PL27 6LD Propose: Conditionally object TGW Seconded AM The tree, as opposed to the tree consultants opinion, is aesthetically pleasing. Multi stemmed and growth restricted through wind stress. Granted, there is crown asymmetry, however this is typical to a tree exposed to strong prevailing winds. The tree does have a finite life span and it is nearing the end of its life, however the macrocarpa cover in this area is very important as the trees most exposed to wind stress (as this is) mitigate some of that stress to the macrocarpa (many of which carrying TPO’s) to the east of this specimen. The parish would like to propose a route forward. If the applicant were to plant 3x2m Pinus Radiata (very fast growth rate, coastal tolerant, perfect soil conditions) no more than 20m from T1 and when they reach 10m, T1 can be felled and the TPO can transfer to one of the Pinus Radiata under the tree officer’s instruction. e. Holding item for Polzeath Village CIC amenity building, plans have been submitted.
083/2026	Planning Applications Decision by Cornwall Council – including any decision received after the agenda has been published. Information only. a. PA26/00604/PREAPP Decided -advice given Exception notice for remove a dead elm in the back garden 1 Gul Rock Rock Wadebridge Cornwall PL27 6JN b. PA26/02964 Approved with conditions Application for a Non Material Amendment to PA22/05179 namely amendments to the wording of Condition 11 Trewiston Farm Caravan Park St Minver PL27 6PX c. PA26/02172 Approved with conditions Proposed extension to provide a new bedroom with en suite, porch and exterior decking 21 Higher Tristram Polzeath Wadebridge Cornwall PL27 6TF

	d. PA26/00445/PREAPP Decided -advice given Pre-application advice for alterations and extensions to existing cafe/retail unit to form a convenience store, including loss of existing first floor manager's accommodation. Lewis's Deli And Coffee Shop Rock Road St Minver Wadebridge Cornwall PL27 6NW e. PA26/01843 Granted (CAADs, PIPs and LUs only) Application for Technical Details Consent (TDC) following Permission in Principle approval PA25/07053 dated 24.10.2025 for a single residential dwelling Land North Of 'Easterlies Trewint Lane Rock Wadebridge Cornwall PL27 6LU f. PA26/01799 Granted (CAADs, PIPs and LUs only) Certificate of lawfulness for proposed completion of development of the demolition of existing facility block and erection of new facility block and erection of holiday let and associated works as approved under decision no. PA23/03008 on 18th July 2023. Porthilly Caravan Site Porthilly Lane Rock PL27 6JX g. PA26/01642 Approved with conditions Removal of sycamore tree Grass Court Rock Wadebridge PL27 6LS h. PA26/00245 Approved with conditions 4-bedroom self-build dwelling and associated access with temporary siting of caravan during works Wild Orchid Land Adjacent Cobb Cottage Rock Road St Minver PL27 6PN																																																																																										
084/2026	Other Planning Matters a. Withdrawn Applications - None b. Appeals - None c. Licensing Applications - St Enodoc Hotel no objections d. Bodieve Development PA25/01422 – no update e. Penmayne Development PA23/09056 –See minute 87 b) f. Trewiston Development PA26/00967 – See minute 87 b) g. Planning Enforcements – A resident approached Cllr Hancock raising permanent residency status and queried enforcement. Councillors supporting complaints being submitted by the clerk. Proposed KM Seconded JW https://www.cornwall.gov.uk/planning-and-building-control/planning-enforcement/report-a-breach-of-planning-control/ h. NPS & NDP RESOLVED to work jointly with St Minver Highlands, but the NPS should be started asap. Clerk approaching Mei Loci and Breakthrough Communications as consultancy support. Chair will update Highlands Chair. Carol Mould has volunteered to support. i. Correspondence regarding PA26/01907 comments submitted. Renders have been forwarded by applicant. 7 members voted to forward following comment to planner. [comment circulated via email after meeting] With reference to the Parish's objection of PA26/01907. The applicant has since provided the council with digital renders illustrating how the proposed development will sit in its environment. Whereas our submitted consultee opinion still stands requiring the county planner’s scrutiny, it was the general consideration of the council, assuming the accuracy of the render, that the proposed did not impose an undue impact on its environs.																																																																																										
085/2026	Clerks Report a. Monthly Accounts for Payment – May Schedule does not include bin emptying, water or electricity RESOLVED Proposed AM Seconded PH. Budget Monitor received Proposed AR Seconded AM Schedule of Accounts 1/6/2026 <table><tr><th>Expenses</th><th>Price</th><th>VAT</th><th>Total</th><th></th></tr><tr><td>Mrs Marnie Court</td><td>£1,308.44</td><td></td><td>£1,308.44</td><td>pd</td></tr><tr><td>HMRC</td><td>£274.61</td><td></td><td>£274.61</td><td>pd</td></tr><tr><td>Pension</td><td>£385.74</td><td></td><td>£385.74</td><td>pd</td></tr><tr><td>Trewint Water</td><td>£104.44</td><td></td><td>£104.44</td><td>pd</td></tr><tr><td>Trewint Drains</td><td>£127.82</td><td></td><td>£127.82</td><td>pd</td></tr><tr><td>LCS CLEANING INV9060</td><td>£1,073.10</td><td>£214.62</td><td>£1,287.72</td><td>pd</td></tr><tr><td>Clerks expenses - 14 mile return x2</td><td>£30.80</td><td></td><td>£30.80</td><td></td></tr><tr><td>Chairmans Expenses</td><td>50</td><td></td><td>£50.00</td><td></td></tr><tr><td>AM & KA Meneer Inv 3408</td><td>£530.00</td><td></td><td>£530.00</td><td></td></tr><tr><td>ICT Connect Invoice 11583</td><td>£40.00</td><td>£8.00</td><td>£48.00</td><td></td></tr><tr><td colspan="5">Bank balances at the date of this schedule:</td></tr><tr><td>Bank balance - current a/c</td><td>17,047.05</td><td></td><td></td><td></td></tr><tr><td>Bank balance - Unity a/c</td><td>189,085.02</td><td></td><td></td><td></td></tr><tr><td>Bank balance - Cemetery a/c</td><td>15,278.59</td><td></td><td></td><td></td></tr><tr><td colspan="5">Cemetery Account</td></tr><tr><td>A1 cemeteries inv 2247</td><td>1,000.00</td><td>200.00</td><td>1,200.00</td><td></td></tr><tr><td></td><td></td><td></td><td>1,200.00</td><td></td></tr></table>	Expenses	Price	VAT	Total		Mrs Marnie Court	£1,308.44		£1,308.44	pd	HMRC	£274.61		£274.61	pd	Pension	£385.74		£385.74	pd	Trewint Water	£104.44		£104.44	pd	Trewint Drains	£127.82		£127.82	pd	LCS CLEANING INV9060	£1,073.10	£214.62	£1,287.72	pd	Clerks expenses - 14 mile return x2	£30.80		£30.80		Chairmans Expenses	50		£50.00		AM & KA Meneer Inv 3408	£530.00		£530.00		ICT Connect Invoice 11583	£40.00	£8.00	£48.00		Bank balances at the date of this schedule:					Bank balance - current a/c	17,047.05				Bank balance - Unity a/c	189,085.02				Bank balance - Cemetery a/c	15,278.59				Cemetery Account					A1 cemeteries inv 2247	1,000.00	200.00	1,200.00					1,200.00	
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	b. Audit – External Audit being prepared c. Training – Good Councillor 16 June Apologies JW, MB, TGW d. Grants submitted Decisions pending for CHIP EOI for Trewint Painted Pavement, Clerk to chase Rosie e. Health & Safety – Litter pick to be scheduled c/f. f. Policy Working Group – Privacy policies adopted Proposed AR Seconded AM and so RESOLVED g. Emails shared not covered elsewhere Email from Parishioner worried car park opposite Rock Institute will not be available next year. This is outside of the control of the parish. For this year all proceeds going Air Ambulance.
086/2026	External reports – Member to RECEIVE reports on the following a. <i>Community Area Networks</i> - next meeting 22 Jun b. <i>Polzeath Village CIC</i> Update – no update. c. <i>Beach Ranger report</i> May forwarded – https://www.polzeathvillage.co.uk/beach-ranger available online
087/2026	Sub Committees to REPORT to Full Council – a. <i>Trewint Playing Fields Working Group</i> - KM MB ND to review ROSPA KM concerned Rhino quote too expensive. Clerk to get a quote from Taylor Made b. <i>Local Housing Working group</i> - KM GJ TGW. Met with Chair and Vice-Chair and resolved to update council on 084/2026 e & f. CG Fry meeting Planning and Rosie to finalise queries on 9 June. Letter has been sent to Hannafin requesting update. Previous TOR Nov 22 to be updated. c. <i>Tree Working Group</i> – PH responded to TPO rejection for Daymer Bay Trees. No response to date. d. <i>Cemetery Committee</i> – AM BG PH Minutes to be shared from 18 May, next meeting 21 September. Silver Birch trees replanted in Autumn and new litter bin ordered for St Minver Churchyard. e. <i>Staffing Committee</i> – AM BG PH Clerk Appraisal due in June carried forward to July f. <i>Finance Committee</i> – BG AM JW PH 25 June 8pm g. <i>Footpath Working Group</i> – AR PH GJ The Point Shilla Mill feasibility study has been undertaken. Request to report overgrown paths in farmers’ fields to Countryside officer with What3Words and photograph. New wooden sign angles to be finalised. Terms of References are being drafted
088/2026	Highway Matters – including any items received after the agenda had been published. a. Footpaths – Footpath 9 bridge open. Shilla Woods clear. Footpaths 14/3 and 17/1 have been cleared. b. Reports – Cllr Brooke reported 2 vans in Penmayne to Cornwall Council. Following the meeting CC stated the vans were on private land. c. Road Closures – None reported d. Infrastructure Project i) Traffic measures shared with Oliver Jones a) 2 painted pavements project plan agreed and PO raised £6,216 b) yellow lines either side Pavillion 12m east & 6m west, with Oliver Jones c) 4x VAS from elancity. Waiting for Highways locations confirmed. Tatam to quote on installation e. Footpath upgrade from Pityme to Shilla Mill feasibility study update. f. ANPR Camera quotes being sought
089/2026	Diary Dates and Administrative Matters - including any items received after the agenda had been published. a. CAP Meeting 22 June 2026 b. <i>St Minver Highlands Parish Council Meeting</i> – 2nd Tuesday of the month 9 June 19:00 Perceval Institute.
090/2026	Matters to be taken forward to next meeting - Litter Pick and TORs
091/2026	Closed Session Public Bodies (ADMISSION TO MEETINGS) ACT 1960 – Pursuant to Section 1(2) of the above Act and due to the confidential nature of the following business to be transacted it will be PROPOSED, SECONDED and RESOLVED that the public and press should not be present
092/2026	2026 Meeting Dates and apologies 6 July, 3 August Cllr Brooke, 7 September AR ,5 October, 2 November, 7 December
093/2026	Meeting Closed 21:30