



ST MINVER LOWLANDS PARISH COUNCIL

MINUTES OF THE FULL COUNCIL MEETING TO BE HELD ON

MONDAY 6 JULY 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 B Gisbourne, Cllr G Jones, Cllr P Hancock, Cllr K Meneer, Cllr A Roads

In attendance Cllr Rosie Moore, Clerk

Meetings are held in public and could be filmed or recorded by broadcasters, the media, or members of the public.

Minute	AGENDA ITEMS
094/2026	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
095/2026	Apologies for Absence: Cllr N Davis
096/2026	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 declared interest in Polzeath Village CIC and planning application PA26/03223
097/2026	Minutes of previous meeting Members RESOLVED to agree that the Minutes of Full Council Meeting from 1 June 2026 are an accurate reflection of the meeting. Proposed PH Seconded JW
098/2026	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 a) A Trebetherick Resident presented the case to oppose a deposition by Trebetherick Fields Ltd to remove public access to the fields adjacent to Daymer Lane ref agenda item 106/2026 a). The application to modify the PROW to Cormac asks if the Parish Council had been consulted. The Parish Council agreed to send a letter of support addressed to the resident. Proposed AR Seconded KM – the resident left the meeting. b) Chair Polzeath Village CIC is attending as applicant of PA26/03223. He explained the formation of the CIC and the Mei Loci consultation and Cornwall Council Vision Plan. The CIC is a 3-phase approach; pick up the Beach Ranger Service; take back Coronation Gardens; devolve all council assets and develop it for the community. There is a promise of an agreement on the lease, which won't be formalised until the planning application is approved. The CIC's intention is to landscape coronation gardens and approval of this application will enable work to start this winter. JW commented that the building will take assets from the beach that are risk of being taken by the sea. Applicant commented that Public Toilets are not included in this building, but could be part of wider estate in future. Clerk to provide annual cost of toilets 25-26 £19.5k, 24-25 £23k, 23-24 £62.2k – including refurbishment.

099/2026	Matters of interest to attendees a. Cornwall Councillor's Report. Ben is waiting for a date to meet with Sharps for an update meeting. CHIP scheme will go to year 2, clerk to resubmit application. Cllr David Garrigan is leading the Water Testing project and it has been confirmed that Polzeath Marine Centre can apply for Community Chest funding for tests to provide accurate real time bacterial testing. There are 2 motions going to full council asking for a declaration of no confidence in South West Water. Ben has put in a bill to parliament for community ownership of SWW to include statutory requirement to act in the bill payer's best interest. Rosie put in motion for fairer funding for SEND, which is call on government to look at their national funding formula. Trewiston Lane development has been held back. The request is to improve the width of the road, maximise affordables, and provide pedestrian access through the development. Attended the opening of the 3G pitch at Wadebridge school and met the Head. Meeting the Beach Ranger regarding the teens antisocial behaviour. b. Grants formally requested by parishioners - Polzeath Village CIC are resubmitting £2k request to Highlands.
100/2026	Planning Applications – Members to CONSIDER the following, including any applications received after the agenda has been published: (links embedded). a. PA26/03223 Polzeath Village CIC' proposals for a Community Building, including Surf Life Saving Club, Beach Ranger, Marine Centre & associated facilities at Coronation Gardens, Polzeath Coronation Gardens, Polzeath Approve and fully support Proposed AR and Seconded AM An exciting opportunity to create a shared space combining disparate community groups into one architecturally bold and sympathetic building, whilst also enhancing the natural aesthetic through removal of non native/invasive flora and selective native tree planting. An ambitious plan the Parish wholeheartedly supports. JW abstained. b. PA26/04087 Proposed replacement self-build dwelling with associated works (amended plans to previously approved scheme PA25/05301) Old Penmayne Penmayne Rock Wadebridge Cornwall PL27 6NE Approve Proposed AR Seconded JW The previously approved application (PA25/05301) proposed a replacement dwelling which relied on building to the edge of the plot boundary. The new proposal re-sites the dwelling more centrally in the plot which is aesthetically more appealing. c. ADDITIONAL TO AGENDA PA26/04163 Proposed extension and refurbishment of Haley Ridge and Windrush to include conversion of the garage at Windrush. Haley Ridge And Windrush Highcliff Polzeath PL27 6TN Approve with considerations Proposed MB Seconded BG The proposed redevelopment of Hayley Ridge and Windrush is more or less the same massing as existing. The converted Windrush garage extends to the boundary with Crooksbury and now being two storeys and with fenestration (Velux) we request the county's consideration to the impairment of Crooksbury's privacy and impose remediations if necessary.
101/2026	Planning Applications Decision by Cornwall Council – including any decision received after the agenda has been published. Information only. a. PA26/03148 Approved Non-material amendment to add a non-opening triangular window to the dormer cheek and additional length to the approved rooflight. 22 Slipway Cottages Slipway Rock Wadebridge PL27 6LD b. PA26/03037 S52/S106 and discharge of condition apps Submission of details to discharge Condition numbers 3 (BNG), 4 (HMMP) and 5 (Trees) Farndon Trebetherick Wadebridge Cornwall PL27 6SB c. PA26/02958 S52/S106 and discharge of condition apps Submission of details to discharge conditions 8 (BNG) and 9 (HMMP) The Point at Polzeath St Minver Wadebridge Cornwall PL27 6QT d. PA26/02897 Approved with conditions 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

	e. PA26/02850 Approved with conditions Proposed construction of a single dwellinghouse (replacement extant Class Q PA24/07272) with variation of Conditions 2, 9 and 10. Plot 3 St Petrocs Farm Trebetherick Wadebridge f. PA26/02788 Approved with conditions Construction of two dwellings (Replacement of Class Q permission for 3 dwellings) with variation of conditions 2 and 10. St Petrocs Farm Trebetherick PL27 6SE g. PA26/02435 Approved with conditions External Modifications and internal alterations Rosewall Rock Road h. PA26/01888 Approved with conditions Demolition of existing dwelling and construction of replacement self/custom- build dwelling. Shoals Trewint Lane Rock Wadebridge Cornwall PL27 6NP i. PA26/01355 & PA26/01356 Approved with conditions Listed Building Consent to replace two existing steel columns with larger profile columns, with the addition of one extra column in place of an historic wooden support and replacement of existing pontoon Rock Sailing Club Rock Road Rock Wadebridge Cornwall PL27 6LB j. PA25/05810 Refused The erection of new touristic accommodation. Land At Trebetherick PL27 6SF k. PA23/09056 Approved with conditions Full planning application for a rural exception site, comprising affordable housing led development of up to 28 dwellings along with associated access, landscaping and open space, drainage and other works Land East Of Chy Un Lur Penmayne Rock Wadebridge Cornwall																																																																																																
102/2026	Other Planning Matters a. Withdrawn Applications - None b. Appeals - None c. Licensing Applications - None d. Bodieve Development PA25/01422 – no comments since 21 Nov2025 e. Penmayne Development PA23/09056 – moved to Local Housing Working Group f. Trewiston Development PA26/00967 – Marsh Orchid comment shared. g. Planning Enforcements – Little Moiety reported and Latitude 50 advert removed. Review additional properties list as part of annual risk register. Councillors to advise if they are aware of any additional breaches. h. NPS & NDP - St Minver Highlands will decide on 14th July if they wish to join with Lowlands. A joint meeting to be scheduled as soon as possible. Mei Loci and Breakthrough Communications to provide pricing on various aspects of the project. Parish intends to hold surgeries for residents who do not have access to computers. Volunteers CM KS TGW PH AR. i. RESOLVED to reject Trebetherick Gardens latest offer. Current asking price £495k. Discussions took place as to how the Parish could help get residents into the properties. Parish Council unanimously voted to recommend marketing at a reduced rate.																																																																																																
103/2026	Clerks Report a. Monthly Accounts for Payment – June Schedule RESOLVED and approved. <table><tr><td colspan="4">Income</td></tr><tr><td>Barclays interest</td><td>48.49</td><td></td><td></td></tr><tr><td>Unity interest</td><td>759.73</td><td></td><td></td></tr><tr><td colspan="4"></td></tr><tr><td>Expenses</td><td>Price</td><td>VAT</td><td>Total</td></tr><tr><td>Mrs Marnie Court</td><td>£1,308.64</td><td></td><td>£1,308.64</td></tr><tr><td>HMRC</td><td>£274.41</td><td></td><td>£274.41</td></tr><tr><td>Pension</td><td>£384.27</td><td></td><td>£384.27</td></tr><tr><td>Cemetery Precept</td><td>£9,240.00</td><td></td><td>£9,240.00</td></tr><tr><td>ICT Connect Invoice 11596</td><td>£40.00</td><td>£8.00</td><td>£48.00</td></tr><tr><td>AM & KA Meneer Inv 3411</td><td>£595.00</td><td></td><td>£595.00</td></tr><tr><td>LCS CLEANING INV9187</td><td>£1,073.10</td><td>£214.62</td><td>£1,287.72</td></tr><tr><td>CC Parking Officer May INV 3653</td><td>£251.06</td><td></td><td>£251.06</td></tr><tr><td>Hub Rent Aug-Oct 26</td><td>500.00</td><td></td><td>£500.00</td></tr><tr><td>HHWC Play area</td><td>37.8</td><td>£7.56</td><td>£45.36</td></tr><tr><td>HHWC Toilets</td><td>37.8</td><td>7.56</td><td>£45.36</td></tr><tr><td>HHWC Rock Road 1 & 2</td><td>£37.80</td><td>£7.56</td><td>£45.36</td></tr><tr><td>HHWC Sandyhills</td><td>£29.40</td><td>£5.88</td><td>£35.28</td></tr><tr><td>A1 PROW Housing verges 2261</td><td>£1,100.00</td><td>£220.00</td><td>£1,320.00</td></tr><tr><td>eon Next</td><td>£117.28</td><td>£5.86</td><td>£123.14</td></tr><tr><td>Pennon Water Disabled</td><td>£77.63</td><td>£15.52</td><td>£93.15</td></tr><tr><td>Pennon Water PZ Toilets</td><td>£326.85</td><td>£65.37</td><td>£392.22</td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td>total</td><td>£15,988.97</td></tr></table>	Income				Barclays interest	48.49			Unity interest	759.73							Expenses	Price	VAT	Total	Mrs Marnie Court	£1,308.64		£1,308.64	HMRC	£274.41		£274.41	Pension	£384.27		£384.27	Cemetery Precept	£9,240.00		£9,240.00	ICT Connect Invoice 11596	£40.00	£8.00	£48.00	AM & KA Meneer Inv 3411	£595.00		£595.00	LCS CLEANING INV9187	£1,073.10	£214.62	£1,287.72	CC Parking Officer May INV 3653	£251.06		£251.06	Hub Rent Aug-Oct 26	500.00		£500.00	HHWC Play area	37.8	£7.56	£45.36	HHWC Toilets	37.8	7.56	£45.36	HHWC Rock Road 1 & 2	£37.80	£7.56	£45.36	HHWC Sandyhills	£29.40	£5.88	£35.28	A1 PROW Housing verges 2261	£1,100.00	£220.00	£1,320.00	eon Next	£117.28	£5.86	£123.14	Pennon Water Disabled	£77.63	£15.52	£93.15	Pennon Water PZ Toilets	£326.85	£65.37	£392.22							total	£15,988.97
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	b. Audit – External Audit submitted c. Training – Good Councillor 16 June, 5 attendees, recommended that other councillors attend. Nimble Data protection training required. Clerk has later confirmed to request booking through CALC. d. Grants submitted Application to be resubmitted for CHIP year 2 EOI for Trewint Painted Pavement. e. Health & Safety – members RESOLVED to have a date for Litter pick weekend 26-27 September. Agreed to approach School PTA and Scouts, in addition to publicity. After high tide is the best time to litter pick on the beaches, which will be 6-6:30 am that weekend. f. Policy Working Group – Risk schedule addressed in Finance Committee. Acknowledgement to be signed by MB and BG c/f. Councillors advised to resubmit Register of Interest to CC if they wish to remove their address. g. Emails shared not covered elsewhere Hub Summer Fete stand 1 August, councillors may host the stand with a “listening brief”. Highlands have also been invited, but they have not confirmed. Suggestions sought for game, eg guess weight of a cake. h. ADDITIONAL TO AGENDA - CALC EGM regarding revising Articles of Association. Clerk nominated to attend voted unanimously. i. ADDITIONAL TO AGENDA - Capital PROW Grant fund – ideas requested. If access is granted to Trebetherick Fields, Daymer Lane and a fence is required/recommended, an application for a fence should be considered.																				
104/2026	External reports – Member to RECEIVE reports on the following a. <i>Community Area Networks</i> BG provided update from CAP. b. <i>Polzeath Village CIC</i> Update. JW shared update. Both Beach Rangers are very busy, the police are throwing away alcohol and their presence is very helpful. The main gathering is between 11 and midnight if Councillors wish to visit. BMG Minutes shared c. <i>Beach Ranger report</i> – https://www.polzeathvillage.co.uk/beach-ranger available online																				
105/2026	Sub Committees to REPORT to Full Council – a. <i>Trewint Playing Fields Working Group</i> - KM MB ND Quotation requested from Taylor Made Design, clerk to chase. b. <i>Local Housing Working group</i> - KM GJ TGW. TGW will follow up on Trewiston Lane with Rosie. c. <i>Tree Working Group</i> – CC confirmed that TPO would only be progressed if there was an immediate threat as it is an onerous covenant to the landowner. d. <i>Cemetery Committee</i> – AM BG PH. St Michaels stability testing is due. New bin for St Minver churchyard arrived, the chair to follow up on comments on cemetery hedge and upkeep, next meeting 21 September. e. <i>Staffing Committee</i> – AM BG PH Clerk Appraisal due in July f. <i>Finance Committee</i> – BG AM JW PH Minutes shared. RESOLVED to adopt TOR proposed MB seconded AM. g. <i>Footpath Working Group</i> – AR PH GJ St Enodoc Golf Club initiative follow-up, support additional safety in principle, but not for residents to fund. RESOLUTION for Footpath Working Group to be main point of contact proposed AM seconded AR. Countryside office issued letter to farmers regarding ploughing and overgrown footpaths. New wooden signs confirmed, and permission sought from PHC (granted) and The Point (to chase). CC queried ownership of Shilla mill bridge – AR supplied documentation. Terms of References are being drafted																				
106/2026	Highway Matters – including any items received after the agenda had been published. a. Footpaths – Several reports of overgrown footpaths. LMP PROW requirement for 2 cuts is being followed, members RESOLVED not to increase frequency. TRA consultation on Trebetherick Fields Ltd regarding Daymer Lane bypass -covered in 98a/2026 b. Road Closures – none advised c. Infrastructure Project i) Highways reviewed Trewiston Lane and proposed widening the junction from the east with permission from the neighbours. Clerk to chase proposal to be shared with neighbours. Hedge on west of junction should be cut by the landowner up to 80cm which will support safety. Trewint Lane is pending due to a miscommunication. ii) yellow lines either side Pavillion 12m east & 6m west. In addition, a resident opposite Lowenna Manor requested the white “Keep Clear” markings repainted, but Highways suggested extending the east Pavillion																				

	lines to include this - Members voted to support this Proposed MB seconded GJ - KM & TGW concerned that double yellow lines will increase the speed. iii) 4x VAS from elancity. Waiting for Highways quote to fit posts. Tatam quote accepted. d. Bridge upgrade The Point/Shilla Mill feasibility study is pending supplier quotes. e. ANPR Camera quotes still being sought
107/2026	Diary Dates and Administrative Matters - including any items received after the agenda had been published. a. CAP Meeting 21 September, 11 Jan 2027, 8 March 2027, 28 June 2027 b. <i>St Minver Highlands Parish Council Meeting</i> – 2nd Tuesday of the month 14 Au 19:00 Perceval Institute.
108/2026	Matters to be taken forward to next meeting
109/2026	Closed Session - none 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
110/2026	2026 Meeting Dates and apologies 3 August (Ap Cllr Brooke), 7 September (Ap Cllr Webb and Roads), 5 October (Ap Cllr Gidley Wright), 7 November, 7 December
111/2026	Meeting Closed 20.58