

St Mellion Parish Council Meeting
Tuesday 12th February 2019 at 7pm
St Mellion Church Hall
Minutes

Present: Bridie Kent – Chairman (BK); Alan Twist – Vice Chairman (AT); Steve Crook (SC); Nick Habermehl (NH); Hilary Gill (HG); Pam Sambrook (PS)

In attendance: Ren Jackaman – Parish Clerk (RJ); Cllr Flashman; three members of the public. (One member of the public left at 5.1; Cllr Flashman left at 7.1.)

1. Councillor matters

1.1 To receive apologies for absences NONE

1.2 To receive declarations of pecuniary interests NONE

1.3 To receive declarations of non-registrable interests NONE

1.4 To approve written requests for dispensations NONE

2. Previous Parish Council meeting (8th January 2019)

2.1 To approve the minutes It was proposed by SC, seconded by NH and RESOLVED to approve the minutes of the meeting of the 8th January 2019 as a true record of the meeting.

2.2 To note matters arising from the minutes

- i. **New footpath beside Rectory:** John Hewitt, the new owner, has kindly offered to assist in creating a solid wall rather than a fence. RJ is chasing up the progress of the path licence with Michael Greet at Savills and will be meeting with George Lewis of Cornwall Land Trust on 13th February to discuss a plan for affordable housing on the Glebe Field, so will discuss the path then. The possibility of a contribution from the PC towards the costs of a wall was raised, BK suggested to discuss under finance.
- ii. **Public Meeting re: Southern Counties Homes Ltd:** notes from meeting had been pre-circulated. There was a very good representation from local villagers. Paul Galsworthy has made a request that the Parish Council gather public opinion from village and report back to them. This is deemed inappropriate and BK recommended that the project should be treated as any other application, a second public meeting should take place after planning or a pre-app is submitted.
ACTION: RJ contact Paul Galsworthy to inform him of this decision.
- iii. **Cornwall Community Resilience Network:** RJ has downloaded the template to start work on this (shown on projector for context).
ACTION: RJ to fill out as much as possible in preparation for community engagement later.
- iv. **Improved lighting in the village & Bus shelter lighting:** RJ will be

meeting with Lee Quinney for a site visit at pt9143 on 13th February and is going to ask at that point about the possibility of including street lighting as part of the OTPfC project. The new Caradon Community Link Officer for Caradon CNP, Helen Fincham has been appointed and will be meeting with RJ on 25th February, at which time the same issue will be discussed.

AT noted that the Glebe light is out again and also suggested that the Council investigate the provision of LED bulbs on the wall of the Cottages; he is aware that the Council change the bulbs frequently and it costs around £200 a time. LED bulbs last for 30,000 hours or so and use much less power. In addition the current bulbs are not very suitable as they cause light pollution and glare. There are much more environmentally sensitive light fittings available.

PS requested that the fact that a central panel has now been fitted to the Crocadon bus shelter be minuted.

BK noted that this means that payment can now be made.

ACTION: RJ to report failed light at Glebe and request information about LED bulbs, also contact Chloe Lorraine to confirm that payment should be made for the S106 works.

- v. **Hedge cutting on the A388 opposite the Glebe entrance:** It has been re-confirmed that this section of hedge does relate to land owned by Cornwall Housing Association and consequently, the matter has been referred back to Stuart Blackie. RJ has received an email from Alastair Spencer of Homes and Investment team to confirm that a contractor will attend at some point in the next fortnight.

Items actioned since last meeting:

Dumping of lime at Dunstan Quoin: RJ has contacted Deborah Ebsury again, she has spoken to the farmer and he intends removing the lime in the next few weeks. He apologised and advised that he is waiting on the green compost from Plymouth to be delivered to his neighbour who will then mulch it in readiness for it to be mixed with lime and spread on the fields. BK reports there has also been fly tipping there but this has already been reported and removed. Keep under observation for any further issues.

Litter Pick report: A good selection of litter pickers have promised to come from Callington, small response from St. Mellion with potentially four volunteers. The event has been advertised widely on Facebook and the Church Hall has been booked.

Repainting of double yellow lines in parish: RJ has contacted Cornwall Highways and the matter was referred to Will Glassup, Highways & Environment Steward. He confirmed that the double yellow lines are not currently on the list for renewal but he will inspect and add them to the potential list for renewal to Cornwall Council.

Golf Club Old Road Access: RJ has written to the Golf Club about making sure the bollards are securely locked but has not received any

response. HG notes that during the recent snow they had been opened up because the road from the golf club to the roundabout was unsafe, this was done under supervision. BK asked Cllr Flashman to ask Paul Allen if it is possible to add this section of road to the gritting schedule when he meets him on 13th February. This is the road used by the school bus.

3. Questions from the public:

BRIAN HAMMOND regarding the caravan on his site, the Enforcement Officer says no planning needed for caravan in the curtilage of his property, he has heard that this mentioned at the Residents Association meeting. BK confirmed that this has not been discussed at Parish Council and confirms that having a caravan on site is allowed, but its use has to be adjunct to property and the occupant should use the cooking and toilet facilities in the house, it is not to be rented out.

CLLR FLASHMAN says fly tipping also happening in unnamed lane near Dunstan Quoin, BK will get grid reference so that RJ can report it.

BILL STURGESS provided details of a contractor for tree removal on pt9143.

CLLR FLASHMAN will be looking at Clapper Bridge with Paul Allen tomorrow. There are restrictions on what can be done because of heritage status. It is likely that the result will be to exclude HGVs altogether. Probably bollards will be fitted. Diversions will be noted before Launceston to direct to Tamar Bridge. Same issues apply at Gunnislake New Bridge.

4. Planning matters *(to include any applications received after this agenda is published but prior to the meeting)*

4.1 Planning Applications:

PA19/00199/PREAPP: Mr John Hewitt, The Rectory, Church Lane, St. Mellion, PL12 6RG Pre-application advice for the reinstatement of walls, floors and repair of other structural damage and minor reconfiguration of upstairs internal walls to bathroom and bedroom 3.

Discussion Notes: changes are all internal and subject to listed status, all seems in order and met with approval.

PA18/03453/PREAPP: Ms. R. Butler, Land West of Bealbury Orchard, St Mellion, PL12 6RX Pre-application advice for the creation of a single new dwelling. Closed and advice given on 8th February,

4.2 Enforcement: Refusals, Approvals & Appeals NONE

4.3 Cornwall Council Planning Matters NONE

5. Highway matters

5.1 CNP Highways Phase 2 to discuss proposed expressions of interest.

RJ asked for suggestions which she will take to Helen Fincham when they meet on the 25th February:

STREET LIGHTING: Cllr Flashman recalled that a consultation was paid for and completed some years ago when a crossing was being considered, CORMAC will have this on file.

NEW FOOTWAY: to link bottom of the glebe to the roundabout on side with bus stop. Links up to Halton Quay path down to Polborder. Approximately 100yds pathway required.

ACTION: RJ to discuss these options with Helen Fincham and to seek the consultation documents in the files.

HG noted that there is a broken handrail on footpath, she will report on the Cornwall Council interactive map.

2. Roadworks:

RJ has received the following notification:

Location: Saltash Road, Callington & A388 Between Vernigo Roundabout And Westcott Lodge, St Mellion & A388 Between The Glebe And Vernigo Roundabout, St Mellion & A388 Between Paynters Cross And The Glebe, St Mellion & A388 Between Leigh Lane And Paynters Cross, Hatt & A388 Between Hatt Roundabout And Leigh Lane, Hatt & Hatt Roundabout, Hatt & A388 Between Junction South Of The Cardinals Hatt And Hatt Roundabout, Hatt & A388 Between Dirty Lane And Junction South Of The Cardinals Hatt, Carkeel & A388 Between A38 Roundabout And Dirty Lane, Carkeel

Timing: 25th March to 5th April 2019 (19:00 to 06:00 weekdays only)

6. Transport matters

6.1 Proposed siting of northbound village bus shelter on pt9143:

Update: RJ has emailed Michael Greet of Savills. He has confirmed that the principle of a sale was discussed some time ago and the Diocese were willing to sell on the basis that all their costs (Savills, Charity Act surveyor and legal fees) were covered, a purchase price of £200 agreed and no works would be carried out prior to purchase — i.e. fencing, tree works , etc. He also asked as to progress with getting the licence for the path signed by Cornwall Legal. RJ has sent him the most recent versions of the licence and the notes of the previous clerk. It is hoped that this can be progressed relatively quickly.

It was noted that RJ will be meeting with Lee Quinney of CC Transport and Andrew George of Cornwall Land Trust on 13th re Glebe Field and pt 9143, she will report next meeting.

7. Parish Council finances

7.1 To approve monthly payment schedules for January 2019

It was proposed by AT, seconded by BK and AGREED to approve the payment schedule for February 2019.

7.2 To approve quarterly financial review The Cashbook, Actual vs Budget spreadsheet and Bank Reconciliation were shown on the projector and discussed. It was proposed by SC, seconded by NH and AGREED to approve the quarterly review.

7.3 To review budget for year ending 2020 with VAT Breakdown: Following the request from PS at the last meeting, RJ has produced this spreadsheet which was then viewed on the projector. RJ has also been using this new spreadsheet to prepare the VAT return.

7.4 To review funds available to the Parish Council and discuss potential uses

- i. **Community defibrillator:** to receive an update on installation matters and agree next step. BK has been finding out about electricity supply, this is needed to keep the cabinet warm and costs only £2-£3 per annum to do this. SWASFT has been contacted and asked for the three AEDs to be ordered.

Action RJ to contact Western Power to visit the site and advise as to connecting to power one by Dunstan Lane and Orchard Close triangle and one by Lake View. Preferably an appointment later in the day so that BK can meet with them.

- ii. **Tree in school grounds to commemorate late Chair Ian Waite:** SC has not had any success in getting hold of family. BK suggested that a date be set on a Saturday in March, to be confirmed with the Primary School and Tristan Moon. After discussion Saturday 23rd March at 11:30am was chosen as most suitable.

ACTION: RJ to contact Tristan Moon and Primary School to confirm the date and find out about engraving of a plaque (run wording by the school).

7.5 Other suggestions arising

(Referred from 2.2.1) potential contribution towards the costs of a path wall at the Rectory: general discussion indicated that this was welcomed in preference to a fence and that therefore a contribution towards the cost would be appropriate. The construction would be subject to Grade II listing which applies to the Rectory. Mr Hewitt is going to get some idea of costs and will report back.

ACTION: RJ to visit Mr. Hewitt on 13th February and ask him to come to the next meeting with some idea of costs.

8. Parish Council governance

8.1 Clerk's Training: RJ has attended the Society of Smaller Councils meeting in Charlestown on 29th January and has met her mentor for the ILCA (Julie Larter) and several local clerks. She has completed the first module of the ILCA. She has also volunteered to be on a sub-committee

to address the disparity between archival retention in local repositories and GDPR.

8.2 Polling District and Polling Places Review Monday 4th March 2019:

Communication from the review board: *"By law, Cornwall Council must conduct a polling district and polling places review every five years. Our latest review is due now and must be completed by the end of January 2020. In March 2019, we will consult with every town and parish council in Cornwall and invite comments on the suitability of polling stations and voting arrangements at elections in their area. The review will aim to ensure that voting arrangements for future elections suit the needs of the electors in each area.*

Please note: the Polling District and Polling Places Review is NOT the same as the Community Governance Review. These reviews are completely separate and must each follow a different legal process. However, Cornwall Council will be monitoring responses for both reviews for any crossover issues".

A general discussion followed by which it was established that the arrangements for polling within St. Mellion parish are satisfactory.

9. Premises licensing: to receive an update on recent applications NONE

10. Caradon Community Network Panel update: NOTHING TO REPORT

11. General correspondence for information and discussion (pre-circulated)

- I. **Community Governance Review:** the intention to not submit any expressions of interest has been officially recorded.
- II. **Alan Martin of Great Waltham Parish Council:** Requested some information on the St. Mellion average speed cameras as he is trying to get a similar system installed. He was referred by Jon Farr of Cornwall Council. RJ went back through the minutes of the time and gave him the background information to the project. He will let us know how he progresses.
- III. **Conference on Climate Change & Neighbourhood Planning 3rd March 2019 at Tremough Campus, Penryn:** RJ has booked a place as this is likely to inform the Community Resilience Plan.

12. Items for next Parish Council meeting agenda:

Glebe Field (Path Licence & Cornwall Land Trust)

Pt9143 & 4th Bus Shelter update

Caradon CNP Phase 2 (Street lighting and Footway Eols)

Litter Pick Report

Update on actioned items.

Community Defibrillator.

13. Date & Time of Next Meeting: 12th March 2019, 7:00pm at St. Mellion Church Hall (NH gave his apologies will be absent next meeting).

BK closed meeting at 9:00pm