

St Mellion Parish Council Meeting

Tuesday 13th October 2015 at 7pm in the Church Hall, St Mellion

Minutes

In attendance: Cllr Ken Henley (KH), Chair; Cllr Ian Waite (IW), Vice Chair; Cllr Steve Crook (SC); Cllr Anita Brocklesby (AB); Cllr Jean Dransfield (JD); Cllr Geoffrey Postles (GP); Christine Douglas (CD), Clerk to the Parish Council.

No members of the public.

1. Councillor matters

1.1 To receive apologies for absences None.

1.2 To receive declarations of pecuniary interests

SC and IW declared an interest in item 7.4 (PA15/08020) because SC is the applicant and IW may be involved in any approved construction works.

1.3 To receive declarations of non-registrable interests None.

1.4 To approve written requests for dispensations None.

As per Standing Order 13b, KH moved item 7.4 to the end of the agenda so SC and IW could leave the meeting without having to return.

2. Previous Parish Council meetings (8th and 29th September 2015)

2.1 To approve the minutes

It was proposed by IW, seconded by GP and **RESOLVED**

That the pre-circulated minutes were a true reflection of the meetings held on 8.9.15 and 29.9.15.

KH signed and dated the minutes.

2.2 To note matters arising from the minutes

Item 6: Biomass project at Newton Ferrers - a small project is being considered to supply the estate only. Current woodland clearance is at the suggestion of land managers Silviculture.

Item 8.3: Bealbury Lane is not on Cornwall Council's mapping system. CD forwarded map to CORMAC for review. Adrian Drake confirms this road is not shown as the A388 on their system and so the issue must be with Garmin satnav who should be approached separately.

3. Police report

KH read out excerpts from the Saltash policing team newsletter October 2015; one incident of criminal damage in St Mellion.

4. Unitary Councillor's report

Not present.

5. Residents' Associations' reports

5.1 St Mellion Village Tenants and Residents (VTRA)

Not present.

5.2 St Mellion Park Residents

Not present.

6. Questions from the public

None.

7. Planning matters

7.1 Section 106 measures

7.1.1 To receive an update on costs for lighting a pedestrian crossing on the A388

Email dated 28.9.15: Vicky Fraser (CC) confirms a partial system of street lighting is not acceptable. A full system would be required, i.e. a series of 18no. lights on the A388 within the 30mph speed-limit (estimated at £114,900 inc. works/fees). The crossing/footway realignment of the footway is estimated at £81,900 / £105,100 (depending on crossing type). Savings of £4k are estimated for combining the two schemes.

Email dated 12.10.15: Glyn Stanley (CORMAC) confirms Stage 1 Road Safety Audit (RSA) is required (£1k inc. in estimate). A formal consultation may lead to a Stage 2 RSA (also included in estimate).

Discussion: The proposal would cause light pollution and may not be acceptable to residents living on the A388. CD to request plan so Councillors can discuss with affected residents and gather their views.

7.1.2 To receive an update on the balance of s106 funds

Email dated 7.10.15: Vicky Fraser (CC) confirms the remaining capital budget for St Mellion is £105k.

Discussion: This leaves a shortfall of ~£88k for the pedestrian crossing. This could be closed using community benefit (£50k) and compensation (£25k) from Newton Ferrers solar farm. The remaining £13k could be sought via 'match funding'.

7.1.3 To agree next steps

Councillors agreed to discuss the pedestrian crossing and proposed lighting scheme with affected residents before progressing the item further.

7.2 PA14/04185 solar farm at Newton Ferrers

7.2.1 PA15/07451 application to discharge conditions 8 and 10 attached to decision notice

PA14/04185: to receive an update on meeting with CORMAC to discuss remediation works

IW met Neil Grigg (CORMAC) and Steve Talling (Savills) on 28.9.15. Remediation had not happened with roads still cracked and dug up. Neil will forward list of required works/estimated costs to Ralos and suggest the planning condition should not be discharged at this time. Further update at next meeting.

7.2.2 To receive an update on additional measures to reduce visibility of installation

Phone message on 7.10.15 from Julian Burchby (Silviculture) confirms that replanted bunding is growing well and, over time, will obscure the gap. He will discuss planting taller trees with Steve Talling (Savills). CD to check planning condition on planting. Further update at next meeting.

7.2.3 To receive an update on financial compensation for disturbance caused during installation

Email dated 13.10.15: Patrick Metzger (Ralos) confirms Ofgem is seeking external advice and is due to revert by end of October. Further update at next meeting.

7.3 PA15/02594/PREAP Cornwall Air Ambulance: to review Cornwall Council's response and agree next steps

Councillors had read the report and supported the requirement for an ecology and noise impact assessment. CD to confirm to CAA that, should this progress to full planning application, their attendance at a public meeting would be appreciated.

7.4 PA15/08020 Old Post Office replacement garage and new utility room: to agree consultee comment

Moved to end of meeting.

8. Highway matters

8.1 Public bench in The Glebe: to receive an update on inquiries for replacement

KH confirmed the Resort is unlikely to provide a surplus bench in the short-term. A recycled plastic (low maintenance) bench would cost £350. Councillors support a replacement bench but feel this cost to be excessive. CD to ask VTRA if they would have funds to support this.

8.2 Given names for key parish roads: to receive an update on discussions with Church Lane residents whose post code would change from the road being named formally

IW yet to contact Darwood. If in agreement, CD to produce template for affected parties to sign (as required by Cornwall Council to progress formal naming).

8.3 Church Lane 'access-only' enforcement: to receive an update on measures agreed with the Police

IW to discuss traffic count with VTRA and report to next meeting.

8.4 Overgrowth on pt9143: to note response from Savills

13.10.15: Kirsty Butcher confirmed estimates are coming in high and that it is difficult to find someone with a chainsaw licence. CD to request contact details for StMPRA gardener who may be interested.

8.5 Ford across the Lynher at Clapper Bridge: to receive an update from Savills on closure

KH read out letter from River Lynher Association to the Newton Ferrers estate (dated 17.8.15) confirming reasons for the ford to be closed, i.e. to protect salmon spawn and fry. The letter also confirms 'a river bed is not a public thoroughfare' and 'no right of passage exists'. No further action.

8.6 Highway closure notification: near Polborder Cottage 12 to 14.10.15

Notice from Kier received by residents. CD to inquire why the Parish Council wasn't notified.

9. Transport matters

9.1 Proposed safe passageway for cyclists/pedestrians between Callington and Saltash: to receive a report on the 'stakeholders' meeting' held on 24.9.15

KH passed on praise to SC/IW. Actions from the meeting were discussed, as follows (and taken from notes from the meeting).

- 5.1 Contact Rebecca Lyle ref inclusion in Cornwall Council's Saltash-Plymouth cycle route feasibility study: CD confirmed the study is due to resume in April 2016 and the Callington-Saltash route could be included. CD to pursue further details and cost.
- 5.2 Contact Catherine Thomson ref approaching the Broadmoor Farm developer with the proposed scheme: CD has emailed Catherine. Further update at next Parish Council meeting.
- 5.3 Contact T&PCs along the proposed route (+ Callington and Saltash Road Safety Committees) to get formal support in writing: CD to send requests.
- 5.4 Discuss proposed scheme with Cornwall Councillors for the area (Andrew Long, Daniel Pugh and Jim Flashman): CD to co-ordinate meeting with Cornwall Councillors and IW and SC.
- 5.5 Contact Sheryll Murray ref inclusion in the Government's Cycling Investment Strategy: CD to prepare letter for IW and KH approval.
- 5.6 Inquire with Cornwall Council ref cyclists being in traffic count data and also ref accident data for the proposed route: CD to inquire and report to next Parish Council meeting.
- 5.7 Approach cycle associations/clubs and shops ref potential demand (numbers and type of user) for a safe passageway between Callington and Saltash: SC to set up on-line petition before making these approaches.
- 5.8 Investigate funding sources (e.g. LEP, SITA, Sport England): costing from 5.1 required first.
- 5.9 Lobby Cornwall Council to include the proposed scheme in LTP4: not relevant yet as this covers 2019 onwards.
- 5.10 [Sustrans to] Discuss proposed scheme with Sustrans colleague working with WSP on the Government's Cycling Investment Strategy: CD to follow up with Sustrans (and ahead of 5.5).

The option to set up a separate 'safe passageway' committee was noted.

9.2 Bus shelters for St Mellion

9.2.1 To receive a report on meeting with CORMAC and Fernbank to discuss locations and engineering works

GP summarised meeting with Adrian Drake (CORMAC) and Paul Harrison (Fernbank) earlier in the day. There was agreement in principle to install two advertising bus shelters in the village and two non-advertising bus shelters to the north of the village, as follows.

- a) Village northbound: proposed location is at current bus stop to the south of Church Lane. Patrick Webb has offered land for this. CD to confirm land title and seek quote from CC for providing legal advice on the matter. Note: the school bus stop will have these words blacked out so it can be used as a lay-by (and school mini-buses can park there without issue).
- b) Village southbound: proposed location is south end of parking bay to St Mellion Cottages. The land in front of the fig tree could be widened to provide a replacement parking space. CD to confirm title for this stretch of land.
- c) Resort old entrance: proposed location is south of the entrance on Highways' land. Shrubs on Resort land need to be cut back. GP to approach the Resort.
- d) Opposite Resort old entrance: proposed location is north of Crocadon entrance (because sight lines are bad to the south). This site is close to the road and so hatching and a shelter with a glass front will be required. The Parish Council may have to fund highway realignment.

Fernbank would install/maintain all four shelters/groundworks. The Parish Council would have to buy the shelter opposite the Resort entrance. CORMAC requires shelter and groundworks specifications from the Parish Council and Fernbank to progress permission. Land ownership of proposed village locations to be established as a first step. CD to thank Adrian and Paul for their time and support.

9.2.2 To note response from Cornwall Council/CORMAC ref advertising restrictions and groundworks maintenance

Superseded by 9.2.1.

10. St Mellion Neighbourhood Development Plan (NDP): to discuss forthcoming meeting with Vanessa Luckwell and Steve Foster of Cornwall Council

IW to arrange a date/venue. Further update at next meeting.

11. Parish Council finances

11.1 To approve monthly payment schedule

The payment schedule (totalling **£530.80**) and related invoices were circulated amongst Councillors. KH confirmed that CD's time sheets and reimbursements for September 2015 had been approved prior to payroll being run. Councillors had no further queries.

It was proposed by AB, seconded by JD and **RESOLVED**

To approve the payment schedule dated 13.10.15 for a total of £530.80.

KH signed/dated the payment schedule and cheques were signed at the end of the meeting.

11.2 'Paperless planning' grant from Cornwall Council: to agree use for the funds

The £700 grant should be received in the next few weeks. Initial suggestions for expenditure include a laptop and a projector. Zurich confirms these could be covered (in any location) for an additional £4.04 + tax pa. SC agreed to research these items and get prices from PC World, Staples and Waitrose (John Lewis). Proposals to be circulated before the next meeting for discussion and agreement.

11.3 Government grant to fund website development: to receive update from CALC

The application form and notes had been pre-circulated to Councillors. Applications can be made retrospectively for costs incurred after 1.4.15. If a package was bought solely for the purpose of publishing information under the additional burdens, the whole cost (including training) can be reclaimed. Any aspirations to use the website for work beyond the additional burdens at present would inhibit the ability to reclaim the full cost. In years 2 and 3, the hours, and any other training related to the additional burdens, and the cost of the domain name, can be reclaimed. Councillors agreed CD to attend a CALC workshop in Callington to gain greater clarification on how to apply.

12. Parish Council governance

12.1 To adopt amendments to Standing Order 12 (Draft Minutes)

Amendments were approved on 8.9.15 and Councillors had no further suggested amendments.

It was proposed by KH seconded by SC and **RESOLVED**

To adopt amendments to Standing Order 12 as approved at the Parish Council meeting on 8.9.15.

12.2 To receive an update on producing a procedures manual

KH confirmed he was reviewing a draft manual produced by CD. Further update at next meeting.

13. Premises licensing: to receive an update on recent applications

SC confirmed no applications for the last month for St Mellion or immediate vicinity.

14. General correspondence

- i. Kerenza Moore of The Cornish Times requested information on the Parish Council's comment to PA15/02621/PREAPP (lifting occupancy condition on 199 golf homes), the proposed pedestrian crossing for the A388, and the proposed CAA helicopter refuelling site.
- ii. CC Planning Conference for Local Councils: on 13.11.15, in Callington, £10 per head. GP to attend on behalf of the Parish Council.
- iii. Affordable Housing (AH): on 31.7.15, the High Court quashed the Government's AH thresholds (10+ dwellings or >1k sq m, 5+ dwellings in rural areas) although the Government has permission to appeal. On 1.8.15, CC reverted to AH thresholds in emerging Local Plan (2 dwellings or >0.2 ha).
- iv. Local Plan latest news: this was suspended on 6.7.15 pending further amendments. In the meantime, the Inspector has issued advice on various matters, including Policy Messages for Places covering the Community Network Areas (which may be removed in its entirety).
- v. Devolution Update September 2015: three lists (completed, in progress and future projects) will be updated quarterly. Priority projects are those that: help deliver CC's budget savings; help a community service continue that might cease; improve a service or resolve maintenance backlog; provide indirect community benefit. Next quarterly update in December 2015.

15. Caradon CNA Panel meeting 27.7.15 and 28.9.15: to receive a summary of proceedings

From 27.7.15: Pillaton Parish Council expressed concern at damage caused by Newton Ferrers solar farm installation; Tony Hogg, Police and Crime Commissioner, made reference to local concerns about traffic prohibition orders not being enforced but said the Police has limited resources; Steve Foster, Community Network Officer, is willing to help with/advise on local projects.

From 28.9.15: deferred to next Parish Council meeting.

16. Items for next Parish Council meeting agenda

Donation to RBL Poppy Appeal; ICO annual subscription; state of repair of Parish Council assets; notes

from Caradon CNA Panel meeting 28.9.15.

IW and SC left the meeting and did not return.

7.4 PA15/08020 Old Post Office replacement garage and new utility room: to agree consultee comment

Councillors discussed various elements of the application, including means of vehicular access, means of waste water disposal, overlooking neighbours, and access from neighbour's land to make repairs to the garage. All points being addressed, Councillors voted unanimously to support the application.

It was proposed by KH, seconded by GP and **RESOLVED**
To support planning application PA15/08020.

The meeting closed at 2145.

I certify that these minutes are a true reflection of the St Mellion Parish Council meeting held on 13th October 2015.

Signed

Name Ken Henley
Position Chair of the Parish Council
Date 10th November 2015

St Mellion Parish Council

Payment Schedule

Date: Tuesday 13th October 2015

Payee	Invoice date	Invoice no.	Description	Amount	Cheque no.	Signed by
C Douglas	n/a	n/a	Clerk salary / reimbursements for September 2015	£432.99		
HMRC	n/a	n/a	Tax on Clerk salary for September 2015	£2.80		
Angela Greenhough	1.10.15	1388	Payroll services for September 2015 salary / reimbursements	£7.88		
St Mellion with Pillaton PCC	1.10.15	n/a	Church Hall hire for Q3 2015 (3 x £20)	£60.00		
Viking	2.10.15	212998	Printer inks x4 + P&P	£20.35		
EE Mobile	28.10.15	n/a	Mobile phone air time	£6.06	DD	n/a
Total				£530.08		

Payment Approval

Name	
Signature	
Position	
Date	