

St Mellion Parish Council Meeting
Tuesday 11th September 2018 at 7pm
St Mellion Church Hall
Agenda

1. Councillor matters

- 1.1 To receive apologies for absences
- 1.2 To receive declarations of pecuniary interests
- 1.3 To receive declarations of non-registrable interests
- 1.4 To approve written requests for dispensations

2. Previous Parish Council meeting (10th July 2018)

- 2.1 To approve the minutes
- 2.2 To note matters arising from the minutes
 - (i) Streetlight repair at St Mellion Cottages
 - (ii) Purchase of salt for grit bins
 - (iii) Western Web http purchase update:
From the closed session
 - (iv) Cllrs discussed new clerk appointment and handover matters
 - (v) Cllrs discussed ex-clerk leaving date of 31st August 2018.
 - (vi) Cllrs discussed the following GDPR matters: retention of employee appraisals in soft copy only, hard copies to be shredded; update of NEST pension details with new clerk details; privacy notice for re-consenting parishioners using private email addresses; destruction of all hard copy letters of support relating to the Safe Passageway Scheme (currently on hold), excepting letters from MPs, all other will need to be requested again since they pre-date the change of office.

3. Questions from the Public

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

4.1 Section 106 measures: to receive an update on completion of works re: traffic calming in Church Lane, light on The Glebe path and bus shelters

4.2 Planning Applications:

4.2.1 PA/18/07554 Mr. B. Pound, Dunstan Farm Cottage, Dunstan Lane, St Mellion, PL12 6RX. Alterations to garage to provide family room and additional bedrooms over the existing kitchen and garage.

To agree comment (deadline extended to allow comment on 12th September).

4.2.2 PA/18/01779 PREAPP Sawmill At Pentillie Castle St Mellion Cornwall

4.3 Enforcement: Refusals, Approvals & Appeals:

4.3.1 PA18/02972 Keason Plantation Road From Axford Hill To Vallards Lane Pillaton PL12 6QP Use of land for forest school education activities including provision of yurt, kitchen, compost toilet and store: Approved with conditions

4.4 Cornwall Council Planning Matters

4.4.1 Draft Validation Guide including the Local List (pre-circulated)

4.4.2 Community Infrastructure Levy – Charging Schedule & Consultation on how the CIL should be spent (pre-circulated)

5. Highway matters

5.1 Cornwall Community Network Highways Scheme: including report on Caradon Community Network Panel meeting on 6th September

6. Transport matters

6.1 Proposed siting of northbound village bus shelter on pt9143:

6.1.1 To receive an update

6.1.2 Application for Cornwall Council passenger transport unit (PTU) grant

7. Parish Council finances

7.1 To confirm state of repair of Parish Council assets

7.2 To approve monthly payment schedules for September 2018

7.3 To approve payment of September 2018 salaries, pension and reimbursements, plus payroll agent's invoice

7.4 To approve changes to bank mandate

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

7.5.1 Updated summary

7.5.2 Community defibrillator: to receive an update on installation matters and agree next steps

7.5.3 Acquisition of pt9143: to note progress with inquiries

7.5.4 Medals of St Mellion WW1 soldier William John Smith: to receive an update

7.5.5 Tree in school grounds to commemorate late Chair Ian Waite: to receive an update

7.5.6 Litter picking: to receive information from St Dominic Parish Council

7.5.7 Other suggestions arising

8. Parish Council governance

8.1 To note Code of Conduct training change of dates to 14th January 2019

8.2 To receive an update on publishing Community Grant Scheme form and guidelines

8.3 To note progress with requirements under the General Data Protection Regulation

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

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

(i) Email from Cornwall AONB regarding Cornwall Sustainability Awards

(ii) Email from Work Skills South West CIC re: tackling rural isolation of the elderly in West Devon & East Cornwall

(iii) Response to CALC letter re: merger of Cornwall & Devon Police Force with Dorset Police Force

11. Items for next Parish Council meeting agenda

Closed session

Under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, to exclude the public and press from the meeting for the business specified: to discuss contractual and personnel arrangements for handover to new Clerk; to discuss information asset register and associated documentation that includes sensitive personal data.