

**St Mellion Parish Council Meeting**  
**Tuesday 8th January 2019 at 7pm**  
**St Mellion Church Hall**  
**Minutes**

**PRESENT:** Bridie Kent – Chairman (BK), Nick Habermehl (NH), Steve Crook (SC), Pam Sambrook (PS), Hilary Gill (HG)

**IN ATTENDANCE:** Ren Jackaman – Clerk (RJ), Cllr Jim Flashman (JF) and three members of the public.

(JF and one member of the public left at item 7.1)

### **1. Councillor matters**

**1.1 To receive apologies for absences:** Apologies have been received from Alan Twist.

**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 (13th November 2018)**

**2.1 To approve the minutes:** It was proposed by NH, seconded by PS and RESOLVED that the minutes of the last meeting be accepted as a true record of the meeting.

#### **2.2 To note matters arising from the minutes**

##### **i. Improved lighting in the village & Bus shelter lighting:**

RJ has spoken to Rob Waters (Integrated Transport Unit), James Hatton, (Transport Principal Officer at Planning and Strategy, Cornwall Council), Paul Allen (CORMAC), Lee Quinney (One Public Transport for Cornwall Project) and Steven Foster (Caradon CNP) about the possibility of including all, or parts of these as either the Community Highways Project Phase 2 or as part of the One Public Transport for Cornwall (OPTfC) project. Replies have not yet been received from all of these people, but RJ will be meeting with Lee Quinney at some point in January or February about possibilities and will bring it up at the CNP meeting.

#### **Items actioned since last meeting:**

**Purchase of Grit for Salt Bins:** RJ was finally able to pick up the bags on the 7th January, total cost for four bags of rock salt was £20.21. The bags are now located in convenient spots for filling the bins as and when required.

**Dumping of lime at Dunstan Quoin:** Countryside Officer Debbie Ebsury has spoken to the person responsible who has promised to remove the hazard, she will report back when the matter is closed. BK reported that as of today the lime pile is still there.

**ACTION: RJ to chase up with Debbie Ebsury.**

**Councillors' email accounts:** Both HG and PS are still having some issues with their email accounts. SC will assist, and Barry Isaacs will be contacted by both again if needed.

### **3. Questions from the public:**

- Paul Houlton informed the council that he has spoken to Jim Bennet about cutting the grass on the footpath across the field and has completed this work. He also commented that the little path by the rectory has not been constructed very well and is very rough and ready. SC stated that this path was not yet finished, it is likely that tarmac cannot be laid until the weather is warmer. It was noticed that the path

was intended to be fenced off but that the Diocese has not yet done so, SC will speak to the appropriate person and find out why not . The new owners have moved into the rectory.

- Bryan Hammond stated that the Case Study for Cornwall is nearing completion and will be published shortly. He also informed the council that he has repaired and tidied up the verge outside ex-councillor Campbell's house, which was very damaged by removal lorries when Mr. Campbell moved out.
- Cllr Flashman has had a consultation on the ownership of land on the end of the Glebe, there is a possibility that the land could be used for parking for up to 8 cars. He has discovered that the land belongs to Cornwall Highways so he is going to talk to Paul Allen at CORMAC to get the curb lowered and netting mesh installed to stabilise the ground.
- Cllr Flashman has given £1100 from the Community Chest to Chilsworthy to assist with purchasing a new defibrillator. BK asked if there will be any budget in the new financial year which could be used towards the proposed parking spaces and Cllr Flashman confirmed that this would be the case.
- BK asked Paul Hoult and Bill Sturgess if the hedge cutting on the A388 opposite the Glebe entrance had yet taken place and they confirmed it had not. HG stated that she had been approached about the failure of hedge trimmers to clean up the clippings.

***ACTION RJ to follow this up with Cornwall Highways***

- Cllr Flashman asked if the new traffic measures in Church Lane were having a positive effect. NH and SC both confirmed that they have slowed and reduced traffic in the lane. PS noted that the first speed bump is quite hard to see because people park on the chevrons, it was noted that this has always been a problem. The Dustan Lane inhabitants seem to be using Church Lane less now, but it was noted that it is also used by those wishing to avoid the speed cameras.
- Bill Sturgess asked why the padlocks had been removed from the bollards at the old entrance to the Golf Club as this was only supposed to happen during a tournament under Police supervision. It was noted that this was the Golf Club's responsibility.

***ACTION RJ to write to the Golf Club noting the concern over potential access to the old road and request that the padlocks be replaced.***

- It was noted that the double yellow lines in areas of the parish are so degraded that it is no longer possible to enforce the restrictions on parking, this is causing problems in terms of access for emergency vehicles.

***ACTION RJ to follow this up with Cornwall Highways***

- SC has received a communication from Hilary Dart who has concerns about the proximity of the new rectory path to the boundary wall. SC has talked to her and explained that it is too late for any objection to be made as the consultation period is over and the path has already been installed.

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

***4.1 Planning Applications:*** NONE

***4.2 Enforcement: Refusals, Approvals & Appeals*** NONE

***4.3 Cornwall Council Planning Matters*** NONE

***5. Highway matters:*** NONE

## 6. Transport matters

### 6.1 Proposed siting of northbound village bus shelter on pt9143:

- i. **To receive an update:** (See 2.2.i above) RJ is pursuing the possibility of getting a new bus shelter installed by Cornwall Council under OPTfC scheme. The Parish Council would need to buy the land from the Diocese (previously valued at £200 by Michael Saville), clear the land of trees (provisionally estimated cost of £2000) and then the bus shelter would be fitted, owned and maintained by Cornwall Council. The maintenance of the ground would be the Parish Council's responsibility. The proposal was met with approval and RJ will pursue this option when the site visit with Lee Quinney takes place.

**ACTION RJ to contact the Diocese and confirm that they are still willing to sell and whether existing valuation of £200 still stands.**

- ii. **Application for Cornwall Council passenger transport unit (PTU) grant** would no longer be applicable if the above resolution is possible.

## 7. Parish Council finances

**7.1 To approve monthly payment schedules for November & December 2018** It was proposed by SC seconded by HG and RESOLVED to approve the monthly payment schedule.

**7.2 To approve quarterly financial review** This is postponed to February as the early date of January meeting means that the latest bank statements have not yet been received.

**7.3 To review and approve budget for year ending 2020** The precept sum was agreed last meeting and has been confirmed as received by Cornwall Council. The amended budget spreadsheet was reviewed. It was proposed by BK, seconded by SC and RESOLVED to approve the proposed budget for the financial year ending 2020.

**ACTION RJ to create a copy of the budget spreadsheet which includes a breakdown of VAT.**

### 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** the four-year rental of three AED defibrillators from SWAST at a total charge of £3800 + VAT has been confirmed as the best option. SWAST provide a cabinet as part of their fee, so there is no need to purchase these separately, they will also provide free training and all maintenance. A sum can be allocated in the annual budget to accrue so that when the four-year period ends, there will be money in the budget for the renewal fee. The three units will be paid for from Capital funds and then the fee for one of them will be reimbursed by the St. Mellion Residents' Association.

It was proposed by NH, seconded by SC and RESOLVED to approve this expenditure.

- ii. **Tree in school grounds to commemorate late Chair Ian Waite: to receive an update** RJ has contacted the family about confirming a date in February but not received a reply. RJ proposes that someone else liaise with them as a more familiar contact may be more appropriate. SC volunteered to contact Ruth Waite.

- iii. **Litter Pick to receive an update:** the event has been booked with Clean Cornwall. RJ will pick up the equipment from Moorswater Industrial estate the day before. The Callington Litter Volunteer group are happy to lend us more equipment if we get more than 20 people taking part. A risk assessment has been completed and we need to make sure of a sensible route which avoids the main roads and areas with no footway. RJ will walk the route once we have

one. It was suggested that starting at the Church Hall the route should go via Church Lane up to Dunstan Quoin, back to Vivadon roundabout and then back to the Hall via the Golf Club.

A poster advertising the event has been made and has been put on noticeboards and Facebook to advertise the events. All volunteers are asked to book so that we know how many/much equipment is needed. No bookings have been received so far.

PS pointed out the need to offer refreshments to volunteers at the conclusion of the litter pick and suggested using the Church Hall for this. It was agreed that this is a good idea and that at the next meeting provisioning of refreshments will be allocated to various councillors.

***ACTION RJ to contact Jim Bennett about using the Church Hall and share information about the Litter Pick event with St. Dominick PC and Pentillie and St. Mellion Golf Club.***

#### **7.5 Other suggestions arising NONE**

### **8. Parish Council governance**

**8.1 Clerk's Training:** ILCA progress – RJ will be attending the Society of Small Councils meeting on the 29<sup>th</sup> January at Charlestown where she will meet her mentor

**8.2 Councillor Training:** Reminder of Code of Conduct Training for HG, NH, PS on 14<sup>th</sup> January at Liskeard Town Hall, 10am-noon.

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

**10. Caradon Community Network Panel update:** RJ's notes from this meeting were pre-circulated and shown on the projector, these were discussed with particular reference to the Police report and the Highways Scheme updates. The submission of Phase 2 expressions of interest were discussed and it was decided to put one in for the street lighting and separate ones for each of the proposed footways, which came under the combined proposal of phase one which was rejected due to high costs.

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

- **Public Meeting re: developments at St. Mellion Golf Club** a request has been received from Paul Galsworthy of Southern Counties Homes Ltd to give a meeting about proposed developments at St. Mellion Golf Club. Consequently, a public meeting will take place at Pentillie on Saturday 19<sup>th</sup> January, 10:30am-12:30am, in which a presentation will be given and then a Q&A session. The event has been publicised via St. Mellion & Pillaton Hub, One Callington, Hatt and Bonus Banter, Saltash News and Saltash Community Matters all on Facebook, noticeboards and the website.
- **Community Governance Review: (details pre-circulated)** This offers an opportunity to consider changing parish boundaries, parish name, number of councillors, warding arrangements, etc.? The Electoral Review Panel meets on 12<sup>th</sup> February. This was discussed and it was decided that no changes need to be made and that therefore no submission would be made.

### **12. Items for next Parish Council meeting agenda**

- Cornwall Community Resilience Network (disaster planning)
- Rectory Path issues
- Feedback from Public Meeting of 19<sup>th</sup> January
- Memorial Tree Planting
- Litter Pick organisation

- 4<sup>th</sup> Bus Shelter options
- CNP Highways Scheme Phase 2.

**BK Closed the meeting at 9pm**

<b>St Mellion Parish Council</b>						
<b>Payment Schedule REVENUE ACCOUNT</b>						
<b>Date:</b>	Tuesday 8th January 2019					
<b>Payee</b>	<b>Invoice date</b>	<b>Invoice no.</b>	<b>Description</b>	<b>Amount</b>	<b>Cheque no.</b>	<b>Signed by</b>
R Jackaman	n/a	n/a	Clerk salary/reimbursements for December 2018	£372.03	000138	
Angela Greenhough	03.12.18	2407	Payroll services for September 2018 salary/pension/reimbursements	£10.49	000139	
NEST	10.12.18	n/a	R Jackaman employer + employee contribution to clerk's pension	£31.06	DD	n/a
EE Mobile	26.11.18	n/a	Mobile phone air time	£6.53	DD	n/a
R Jackaman	n/a	n/a	Clerk salary/reimbursements for December 2018	£359.97	000140	
Angela Greenhough	02.01.19	2431	Payroll services for September 2018 salary/pension/reimbursements	£10.49	000141	
NEST	10.01.19	n/a	R Jackaman employer + employee contribution to clerk's pension	£31.06	DD	n/a
EE Mobile	26.12.18	n/a	Mobile phone air time	£6.53	DD	n/a
<b>Total</b>				<b>£828.16</b>		