

St Mellion Parish Council Meeting
Tuesday 11th June 2019 at 7:00pm at St Mellion Church Hall
Minutes

Present: Cllr. Bridie Kent – Chairman (BK), Cllr. Steve Crook (SC), Cllr. Hilary Gill (HG), Cllr. Nick Habermehl (NH)

In attendance: Ren Jackaman – Clerk to the Council (RJ), five members of the public.

1. Councillor matters

1.1 To receive apologies for absences: Cllr. Pam Sambrook – Vice Chairman

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 (14th May 2019)

2.1 To approve the minutes:

- It was proposed by HG, seconded by SC and RESOLVED to accept the minutes of the Annual Electors' meeting as a true record of that meeting, all in favour, (NH) abstained as not present at the meeting in question.
- It was proposed by SC, seconded by HG and RESOLVED to accept the minutes of the Annual Parish Council meeting as a true record of that meeting, all in favour, (NH) abstained as not present at the meeting in question.
- It was proposed by HG, seconded by SC and RESOLVED to accept the minutes of the ordinary Parish Council meeting as a true record of that meeting, all in favour (NH) abstained as not present at the meeting in question.

2.2 To note matters arising from the minutes:

i. Declaration of Climate Emergency & Community Resilience Plan:

St. Mellion Village Hall has been booked for the evening of July 10th and a poster advertising the meeting has been printed for the notice boards and has been shared on Facebook on the St. Mellion & Pillaton Hub page. RJ is sourcing speakers from TVAONB and Cornwall Council. RJ will edit the original powerpoint presentation to include details of the new sub-committee structure. HG and BK will bring some cake and tea and coffee. SC gives his apologies in advance.

ii. Glebe Field Path (Licence & wall): Michael Greet has been instructed to draw up the licence, no update on the progress of this work has yet been received.

iii. Parking at Glebe Bungalows: Jim Flashman not present to give an update.

Items actioned since last meeting:

Dumping of lime at Dunstan Quoin: This matter has now been formally reported by Debbie Ebsury to her superior, Cornwall Council's Senior Enforcement Officer, Ms Holloway. The next monthly meeting with Ms

Holloway, is on 03.07.19, following which she will provide an update.

New Noticeboard: examples were viewed on screen. The price range for a large, glazed oak noticeboard range from £650-£1000, BK suggested taking the opportunity to support a local carpenter as there are several in the area. Only one noticeboard is needed as the one at the Glebe could easily be repaired.

ACTION: BK will provide contact details to RJ to source a local carpenter to quote for this work, add to the agenda for next month.

Tamar Valley AONB Management Plan 2019-2024: RJ attended the launch on 5th June. It was an interesting event which outlined the goal of growing links between local councils and TVAONB.

Dog Fouling Signage at Glebe: RJ has purchased two signs and Paul Hoult has volunteered to put them up. BK gave thanks to him for this.

Website Upgrades: Western Web have been instructed to go ahead with creating a blog page and converting to WCAG compliance, these upgrades are currently being actioned.

3. Questions from the public:

Paul Hoult: The bottom 30 mph sign doesn't seem to be working following recent works. SC queried whether any traffic figures have been received recently.

ACTION: RJ raise with H&EE and ask for recent traffic figures.

Carol Cooper: A new resident in the parish, complained that the exit onto A388 from Church Lane is extremely hazardous. BK explained the history of raising issues with Cornwall Council about this, a one-way system not a popular solution, fixing a mirror to the post opposite the turning may be a solution.

It was proposed by BK, seconded by HG and AGREED to buy a road mirror for the lamp post opposite the Church Lane turning.

ACTION: RJ source the price of a road mirror for the lamppost opposite the Church Lane junction with the A388.

Bill Sturgess: asked for an update on the golf club bollards, RJ confirmed that Cornwall Council are investigating and health and safety issues.

ACTION: RJ will ask H&EE for an update on progress with the bollards outside the old Golf Club entrance.

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:

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. **AWAITING DECISION**

4.3 Other Planning Matters: NONE

5. Highway matters: Recent temporary traffic lights outside Pentillie were in place for one day only but did cause some traffic congestion.

6. Transport matters

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

Michael Greet response is still pending.

ACTION: RJ to chase up Savills for progress on conveying pt9143 and to the

Parish Council.

6.2 Damaged bus shelter: Lee Quinney has reported that it will take at least three months to replace the damaged shelter.

7. Parish Council finances

7.1 To approve monthly payment schedules for May 2019:

It was proposed by BK, seconded by NH and RESOLVED to approve the monthly payment schedule for June 2019.

7.2 Quarterly Review & Asset Check

The Asset Check document was reviewed. The following issues were noted:

- The village bus shelter is dirty on the inside and had some litter in it which HG cleared up, the damaged bus shelter was noted. It will be addressed during litter pick events.
- The village noticeboard is unstable as the legs are rotting.

The Quarterly Financial Review documents were viewed on screen and explained by RJ (Bank Reconciliation, Cash Book and Actual vs Budget).

It was proposed by HG, seconded by NH and RESOLVED to accept the Quarterly Financial Review as a true record of the council accounts.

7.3 Review of VAT Return

The breakdown of the proposed VAT Return was viewed on screen and discussed.

It was proposed by SC, seconded by NH and RESOLVED to approve the proposed Vat Return.

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

\$106 funds available from Newton Ferrers solar farm:

Cornwall Council have contacted RJ to confirm that £45,210.01 is available from Newton Ferrers \$106 funds for community-based projects. £25K of this fund is reserved as community grant fund as advertised on the parish council website, no recent applications have been received and this money can be redirected to community projects. It has been confirmed that this money can be used to pay for all the AEDs and potentially costs associated with footpath and pt9143. Could also potentially be offered in support of CNP Highways scheme. Funds will be applied for to pay for the costs of Ian Waite's Memorial tree. BK suggested offering to pay for the AED which the Resident's Association intend to pay for and this met with general agreement.

It was proposed by HG, seconded by BK and AGREED to apply for funds to cover the cost for AEDs for subsequent transfer into the Community Benefits fund, from whence the AED invoice was paid.

ACTION: BK to approach Residents' Association and offer to pay for the 3rd AED.

ACTION: RJ tender for tree removal and landscaping on pt9143 to establish possible costs. RJ to apply for reimbursement of costs for Ian Waite's memorial tree and AED Defibrillators; to source a map of AEDs

in area.

Community defibrillator: to receive an update on installation matters.

RJ has met on site with Jamie Clark of Western Power, who has provided a map with the electrical cables marked on it. Western Power have indicated that it is cheaper and more convenient to place on grass rather than digging up tarmac and that some sort of pillar or box structure will need to be constructed to house the units. Consultation with the Residents' Association needs to take place on where they would like the units placed based on this updated information. The need for AED basic training was also noted.

ACTION: BK to consult with Residents' Association about updated locations.

ACTION: HG to find out if there is already an AED at St. Mellion Golf Club.

ACTION: RJ ask about training from SWASFT get some dates from them, ideally a Saturday morning not in school holidays (26th July-Sep 3rd).

7.5 Other suggestions arising NONE

8. Parish Council governance

8.1 Casual Vacancy for Councillor following resignation of Cllr Alan Twist

End date is 14th June and if no election called can co-opt. BK encouraged those who may be interested to approach the council clerk.

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

10. Caradon Community Network Panel update:

RJ will be attending the next Caradon CNP meeting on 13th June, where the second tranche of the Highways scheme will be discussed and the Launceston CNP meeting on 20th June where the representative for Climate Change from Cornwall Council will be giving a presentation. RJ will provide updates following both meetings.

11. General correspondence for information and discussion (pre-circulated) NONE

12. Items for next Parish Council meeting agenda

- Climate Change meeting
- Affordable Housing potential – chase up figures
- AED Training
- S106 fund reimbursements
- Co-Option of Councillor
- CNP Highways Scheme

13. Date and time of next meeting 9th July 2019, 7pm in St. Mellion Village Hall

BK Closed the meeting at 20:21pm

St Mellion Parish Council					
Payment Schedule REVENUE ACCOUNT					
Date:	Tuesday 11th June 2019				
Payee	Invoice date	Invoice no.	Description	Amount	Cheque no.
R Jackaman	n/a	n/a	Clerk salary/ reimbursements for May 2019	£421.02	160
Angela Greenhough	04.06.19	2552	Payroll services for May 2019 salary/ pension/ reimbursements	£10.85	161
Complete Business Solutions	31.05.19	SINV01871120	Set of Printer Cartridges for Epson 3260	55.15	162
NEST	10.06.19	n/a	R Jackaman employer + employee contribution to clerk's pension	£31.95	DD
Total				£518.97	