

**St. Mellion Parish Council Meeting**  
**Tuesday 12th November 2019 at 7:00pm**  
**St. Mellion Church Hall**  
**Minutes**

**PRESENT:** Cllr Bridie Kent - Chair (BK); Cllr Pam Sambrook - Vice Chair (PS), Cllr Nick Habermehl (NH), Cllr Hilary Gill (HG), Cllr Steve Crook (SC).

**IN ATTENDANCE:** Ren Jackaman - Clerk (RJ), one member of the public who left at 19:40pm

## 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:

2.1 *To approve the minutes of the Ordinary Meeting and Closed Meeting on 8th October 2019.*

It was proposed by HG, seconded by PS and RESOLVED to approve the minutes of the Ordinary Meeting of 8th October 2019 as a true record of the meeting.

It was proposed by NH, seconded by HG and RESOLVED to approve the minutes of the Closed Meeting of 8th October 2019 as a true record of the meeting.

2.2 *To note matters arising from the minutes*

- i. Climate Change Leaflet: No further work has been completed on this due to the Clerk being on annual leave last month, to be deferred to the New Year.
- ii. Glebe Field Path (Licence & wall): The licence has been received by Cornwall Legal and has entered the system.
- iii. Localism Summit 6th November: RJ attended this event, the morning session related to localism and included talks and workshops on the subject of how to improve the abilities of parish and town councils to provide services at a local level. Lots of useful suggestions were passed on. The afternoon session was about actions around climate change, there will be lots of developments coming up which will affect parish and town councils, especially following the general election on 12<sup>th</sup> December. It was clear that those parishes who have already declared an emergency have done the right thing and that cooperation within regions is a requirement. It is likely that the CNA districts will form regional action groups eventually.
- iv. Arrangements for December 2019 meeting: After discussion, it was proposed by BK, seconded by PS and AGREED not to have an Ordinary Meeting in December.

### Items actioned since last meeting:

**5G development in rural areas:** BK has sent a response to the NALC consultation and will email the parishioner who raised concerns about health to give a summary of discussions and NALC consultation response. SMPC will be guided by Cornwall Council on this issue. There are also competing concerns regarding the needs of rural businesses for sound communication resources. The issue will be revisited as and when more information becomes available.

**Overgrown footpath by Glebe:** A map has been sent by Cornwall Housing to indicate which areas they are responsible for. There is a need to establish how these correlate to the problem areas. (Paul Hault was not present to comment on this, so matter deferred to the next meeting).

*New Noticeboard:* Michael Pollard has completed the new noticeboard. NH volunteered to take delivery of the board at Saltash practice of Noakes, Habermehl & Kerr. S106 funds have been applied for and approved. Discussion took place on where the noticeboard could most usefully be placed. No posts are provided with the board so it could be wall mounted. It was suggested that the side of the Church Hall would be an ideal location.

**ACTION: RJ to talk to Jim Bennet about fitting it on the wall of the Church Hall.**

*Depositing records at Kresen Kernow:* RJ has the archive box and is waiting on Kresen Kernow to give an appointment date for deposit.

*Community Grant & Interactive Map:* Both these items have been scheduled for inclusion in the next Mellanus news if space available. Links to both are on the front page of the council website. The Definitive PRow Map of the parish is held by the Chair.

**ACTION: RJ to check whether the definitive map can be framed and displayed in the Church Hall.**

### 3. Questions from the public: NONE

### 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 Other Planning Matters: Date of Meet the Planning Team visit. RJ has suggested any of the first three meetings of 2020 as requested.

### 5. Highway matters

5.1 *Pedestrian Crossing:* RJ has contacted Helen Fincham who has passed on the suggestion to Paul Allen to see if it may be eligible for inclusion in any future expressions of interest for the CNP Highways scheme. HF has responded to clarify the intended location, RJ has indicated that a crossing at the bus shelter would be most desirable but that there is flexibility if this is not possible. Depending upon Paul Allen's advice, an expression of interest for tranche 3 CNP Highways Scheme funding will be submitted in due course. SC commented that the last time this was looked at the issue of streetlighting was essential to the proposal and this would automatically rule out any funding from the CNP Highways scheme as it is too expensive to install. Discussion also took place around the effectiveness of the traffic calming measures installed in Church Lane, these are not proving to be effective enough, so a Tranche 3 application to improve them could be an option.

### 6. Transport matters

6.1 *Proposed siting of northbound village bus shelter on pt9143 update:* Blight, Broad & Skinner have been instructed to proceed and put in contact with Michael Greet from Savills. A breakdown of costs has been sent to Eleanor Farmes to establish which, if any, can be covered from S106 funds. EF has confirmed that all of the costs can be covered.

6.2 *Solar Powered lighting for Bus Shelters:* Lee Quinney has found a quote for fitting a solar lighting system to the village bus shelter as follows: flexible Solar light kit which will suit the Queensbury shelter Barrelled roof type. It comes with inbuilt LED lighting, charge control unit, battery and weatherproof box. The cost is £1245.00, delivery/fitting cost of £245.00, all prices plus Vat. Eleanor Farmes has confirmed that funding from S106 is possible.

It was proposed by PS, seconded by NH and RESOLVED that all three bus shelters should have the solar panels fitted if possible.

**ACTION: RJ to send request to Lee Quinney to fit solar power to all three bus shelters if possible.**

*Additional:* HG raised the issue of the temporary yellow sign for the Golf Club which has been in the village for the last ten years and is an eyesore and which is often a cause of complaint with parishioners. If a meeting is to take place with Golf Club management soon, it should be raised that a Brown sign should be purchased and the yellow sign removed.

## **7. Parish Council finances**

### **7.1 To approve monthly payment schedule for November 2019:**

It was proposed by SC, seconded by NH and RESOLVED to approve the payment schedule.

### **7.2 To review funds available to the Parish Council and discuss potential uses**

- i. S106 funds available from Newton Ferrers solar farm: The Noticeboard has been paid for out of these funds and applications will be made for upcoming costs of solar lighting in the bus stops and costs associated with the pt9143. Part of the costs associated with the building of the path wall to be covered by a grant to John Hewitt from the Capital fund.  
**ACTION: RJ to send a grant application to SC to give to Mr. Hewitt.**
- ii. Community defibrillator to receive an update on installation matters: The Training session was a great success. The project is now waiting on BT to confirm adoption of the telephone kiosk and Western Power regarding the power connections and associated works. The Residents' Association has yet to confirm the permission of appropriate residents to fit the AED units near their properties.

### **7.3 Other suggestions arising: NONE**

## **8. Parish Council governance**

### **8.1 Casual Vacancy for Councillor following resignation of Cllr Alan Twist:**

The Cornish Times have quoted: 6x2 at the cost of £111.00+Vat. It was proposed by BK, seconded by HG and RESOLVED that the Cornish Times advert be commissioned with a closing date to be set in the New Year.

**ACTION: RJ to confirm with the Cornish Times**

### **8.2 Dates of meetings 2020 for approval:**

2020 dates are: January 14th, February 11th, March 10th, April 14th, May 12th (includes annual), June 9th, July 14th, September 8th, October 13th, November 10th and if desired December 8th. It was proposed by SC, seconded by BK and AGREED to concur with the suggested meeting dates.

## **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): NONE**

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

- Draft Budget confirmation
- Quarterly Review
- Councillor Vacancy
- Meet the Planners
- VE Day celebrations.
- Litter Pick date
- Fly-tipping report outcomes

**13. Date and time of next meeting 14th January 2020 at 7pm in St. Mellion Parish Hall.**  
BK closed the meeting at 20:52

<b>St. Mellion Parish Council</b>				
<b>Payment Schedule</b>				
<b>REVENUE Account</b>				
<b>DATE</b>	Tuesday 12th November 2019			
<b>PAYEE</b>	<b>Invoice Date</b>	<b>Invoice #</b>	<b>Description</b>	<b>Amount</b>
R Jackaman	n/a	n/a	Clerk Salary and Reimbursements	£421.98
Angela Greenhough	03.11.19	2702	Payroll Services	£10.85
Royal British Legion	n/a	n/a	Annual Donation	£35.00
NEST	n/a	n/a	Employer + Employee contribution to clerk's pension	£31.95
<b>TOTAL</b>				<b>£499.78</b>

<b>Payment Schedule</b>				
<b>CAPITAL Account</b>				
<b>DATE</b>	Tuesday 12th November 2019			
<b>PAYEE</b>	<b>Invoice Date</b>	<b>Invoice #</b>	<b>Description</b>	<b>Amount</b>
Michael Pollard	11.11.19	20	New Notice Display Board	£490.00
<b>TOTAL</b>				<b>£490.00</b>