

**St. Mellion Parish Council Meeting
Tuesday 10th March 2020 at 7:00pm
St. Mellion Church Hall
Minutes**

PRESENT: Bridie Kent - Chair (BK); Pam Sambrook - Vice Chair (PS); Hilary Gill (HG); Ben Bryan (BB).

IN ATTENDANCE: Ren Jackaman - Clerk (RJ); one member of the public

1. Councillor matters

1.1 *To receive apologies for absences:* Steve Crook (SC) and Nick Habermehl (NH)

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 (11th February 2020)

2.1 *To approve the minutes:*

It was proposed by PS, seconded by HG and RESOLVED to approve the minutes as a true record of the meeting of the 11th February 2020.

2.2 *To note matters arising from the minutes:*

- i. Litter Pick report: The animal remains which were found at the entrance to the old Amytree Road have been confirmed as a couple of butchered deer, CORMAC have taken them away. The rubbish collected included c.20 bags of litter, a tractor radiator, one broken traffic cone and a pile of tyres. RJ has given feedback on the success of the event to Clean Cornwall.
ACTION: RJ to begin organising the next Litter Pick for 27th June 2020.
- ii. Glebe Field Path (Licence & wall): Michael Greet of Savills and Gerry Foulkard of Cornwall Legal have been contacted for an update, nothing to report so far.
- iii. Car Parking at the Glebe: Cllr Flashman was not present to provide an update.
- iv. Updated Asset Check Criteria: The updated asset check spreadsheet had been pre-circulated and was discussed. The addition of the Parish Map and explicit mention of solar lighting under bus shelters were noted as desirable.
ACTION: RJ to redraft schedule and checks to begin in April.

Items actioned since last meeting:

- i. Bus Shelters solar powered lighting: Lee Quinney has checked and the replacement shelter never had solar lights fitted, even though they were paid for, so solar lighting has now been fitted by Echoshell.
ACTION: RJ chase up Echoshell for other two shelters.
- ii. IT equipment: The school cannot make use of the monitor, keyboard and mouse.
It was proposed by BK seconded by HG and RESOLVED to offer these items for free using C.R.A.P. Tamar Valley on Facebook.
ACTION: RJ be offered for free on C.R.A.P. Tamar Valley.

- iii. New Notice board: nothing to report as NH and SC absent, deferred to April meeting.
- iv. Rights of Way Map: BK has not actioned seeking a quote from Framin Crafty, deferred to April meeting.
- v. Report on Climate Change Forum: HG reported on this event - It was run by Edwina Hannaford and is the first of six events of this type. It was very well attended. HG shared ideas from the day:
 - Community Firewood Projects
 - Terracycle for Charity (Alison Humphries of S.H.A.R.E)
 - Carbon Audit of parish
 - Integrated Local Transport
 - Beach and Ocean Cleaning
 - Indigenous Trees in appropriate habitats
 - Repair Cafés
 - Community Orchards
 - Donate a Duvet cover project

Cornwall Council are on target to reach the carbon neutral for 2030. The early carbon emissions baseline was 7x what it should be and this has been reduced by 19%. Cornwall is at risk because of the vulnerability of the population, the coastline and the extreme nature of the seasons. The Forest for Cornwall project has a tree counter online which can be added to by individuals and organisations.

ACTION: RJ add Climate Change to the agenda at quarterly intervals for updates.

- vi. Fly tipping on Mud Lane: this appears to have been fully removed.

3. Questions from the public:

Brain Hammond: congratulated the council for focusing on Climate Change and a discussion of various alternative renewable power options, both locally and globally, then took place.

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*:

PA19/10510 St. Mellion International Resort, St Mellion, Saltash, PL12 6SD

Hybrid application for major development of new holiday chalets and amenities.

Status: Awaiting decision

4.3 *Other Planning Matters*: NONE

5. Highway matters

5.1 *Road Markings*: RJ has reported the issue of faded road markings around Golf Club and Dunstan Lane, the complaint has been forwarded to the Area Steward, who will inspect the area and decide on further action.

6. Transport matters

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

Michele May from E&C asked for an update, no update has been received.

7. Parish Council finances

7.1 To approve monthly payment schedule for March 2020:

It was proposed by PS, seconded by BB 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 balance: £39,868.71
- ii. Community defibrillators: BT have confirmed that they will continue to manage the power supply for the telephone kiosk defibrillator. Jamie Clark has been contacted to get a quote for works associated with Dunstan Lane AED points.
- iii. Telephone Kiosk Refurbishment: RJ has asked Jason Brade who refurbished the Lockett Phone Box for Stoke Climsland PC. Lockett Village Association provided primer, paint stripper, red paint, glass, rivets, framed, black gloss and gold enamel. There is a leftover tin of white gloss for ceiling and enough primer and red paint to do another two phone boxes. RJ suggested approaching LVA to offer to purchase this paint from them. Stephen Rhodes of LVA has also offered to provide the contact for all materials and has provided a rough breakdown of the costs.
It was proposed by BK, seconded by HG and RESOLVED to contact LVA about purchasing paint.
It was proposed by BB, seconded by HG and RESOLVED to begin tendering process for refurbishment and fitting of AED
ACTION: RJ to contact LVA and seek tenders for refurbishment of phone kiosk.
- iv. V.E. Day Celebrations: RJ has partially completed the road closure form, it costs £47 and there is a need to identify someone qualified to put out the traffic signs and whether to allow access only via the Golf Club end of Church Lane. Pillaton, St. Dominic and Hatt Parish Councils have all been asked what their plans are. Pillaton have an evening event on the 8th May, Hatt a daytime one on the 9th May (The Big Event), St. Dominic has an event planned by an organisation other than the Parish Council.
The issue of the Coronavirus peaking at this time was discussed at some length.
It was proposed by BK, seconded by PS and AGREED to abandon existing plans for VE Day celebrations in the interests of public health & safety during the pandemic.
The option of purchasing a VE Day souvenir for all children attending the Primary School was reviewed but as the school is a Church of England organisation, such a donation is prohibited under the LGA.
The option of potentially buying a commemorative bench or similar was also discussed.
The possibility of moving the celebration to the anniversary of VJ Day on August 10th as an alternative date was noted.
ACTION: RJ to research options for commemorative materials for next meeting.
ACTION: RJ to seek legal advice as to the possibility of donating a commemorative item to schoolchildren would be acceptable under the LGA regulations.

7.3 Other suggestions arising:

- Litter Pick Equipment: this was discussed and was deemed an appropriate idea.

ACTION RJ to investigate costs and ask Jim Bennet about storing the equipment in the Church Hall or Church.

8. Parish Council governance

8.1 Fast Track CiLCA qualification:

RJ has spoken to Sarah Mason, who has confirmed that there are additional costs to the Fast Track CiLCA and recommends instead that RJ attend a few starter sessions to see what the CiLCA involves. RJ has therefore taken her name off the list for registration at this time.

(member of the public left)

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

10. Caradon Community Network Panel update:

The CNP Highways Project tranche one update as it related to Pillaton & St. Dominic were read out and noted.

11. General correspondence for information and discussion

- Invitation to the Callington Civic Service on Sunday 19th April:
No councillors are available on that date.
ACTION: RJ to notify Callington Town Council.
- Formal request for donation from Cornwall Air Ambulance:
Although it is not normally the practice of the Parish Council to use public funds for charitable purposes (with the exception of the RBL donation in lieu of a wreath for Remembrance Day), this was discussed in the context of the upcoming Coronavirus and approved in principal. However, it is unclear whether such a donation is appropriate under the general practices of the Parish Council.
ACTION: RJ to check for any relevant clauses in Standing Orders, LGA and other sources relating to charitable donations.
- Cornwall Council Coronavirus Updates:
There was a discussion of the issue that a 1-1.5% mortality rate is skewed by demographics, the elderly and very young being far more vulnerable. Is there anything that the council can do to assist those in the more vulnerable age brackets, especially with regard to those in self isolation? Is there any way of identifying those in this bracket throughout the parish? Guidance from Cornwall Council will continue to be forthcoming and RJ will continue to pass this guidance on. There is likely to be a significant shift towards emergency measures. It is also likely that forthcoming meetings may need to be cancelled and/or emergency meetings called if the outbreak becomes more widespread.
ACTION: RJ to establish the possibilities of holding a parish council meeting via Skype if necessary.
- Cornwall Council Climate Change Development Planning Document:
This was read out and councillors asked to establish priorities to feedback to Cornwall Council.

12. Items for next Parish Council meeting agenda:

- Carey Green of RES Group to attend re: Newton Solar Farm Community Fund

- VE Day souvenirs
- Coronavirus Update
- End of Year Financial Review
- Asset Checks

13. Date and time of next meeting:

Tuesday 14th April 2020 at 7pm in St. Mellion Parish Hall

BK closed the meeting at 9:01pm

St. Mellion Parish Council				
Payment Schedule REVENUE Account				
DATE	10th March 2020			
PAYEE	Invoice Date	Invoice #	Description	Amount
R Jackaman	n/a	n/a	Clerk Salary and Reimbursements	£442.38
Angela Greenhough	03.03.2020	2822	Payroll Services	£10.85
St. Mellion & Pillaton PCC	10.03.2020	Q2	Church Hall Hire, Sep 2019-Mar 2020	£150.00
NEST	09.03.2020	n/a	Employer + Employee contribution to clerk's pension	£33.25
TOTAL				£636.48