

**St. Mellion Parish Council Meeting
Tuesday 9th March 2021 at 7:00pm
Via Zoom™ - Minutes**

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

IN ATTENDANCE: Ren Jackaman - Clerk (RJ), five members of the public (one left at 19:24; one left at 19:27, one left at 20:40).

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 (9th February 2021)

2.1 To approve the minutes of the Ordinary Meeting:

- It was proposed by HG, seconded by SC and RESOLVED to approve the minutes of the Ordinary Meeting of the 9th February 2021 as a true record of the meeting, all in favour.

2.2 Matters Arising: None

2.3 Items Actioned since last meeting:

- RJ contacted Euroshel lighting, village bus shelter lighting has been fixed.

3. Questions from the public:

- A member of the public asked why the Parish Council has supported the Golf Club Planning application but not his own application.
In response it was explained that every planning application is approached by the Parish Council with the same criteria as set out by the Cornwall Local Plan and NPPF and is discussed openly and documented clearly at Ordinary Meetings and recorded in the minutes, once debated and voted on the debate cannot be reopened until six months have elapsed.
- A member of the public introduced himself to the Parish Council as a courtesy and gave notice of his intention to apply for outline planning permission for a dwelling in the parish.
- Sharon Daw (Ward Councillor for Lynher Valley) made the point that Cornwall hopes to have its own Planning Policy at some point at the future, which should make decisions easier to come to.

**BK moved item '9.3 Proposed grant for PSA' up to this point so that the Headteacher of St. Mellion Primary School could take part:*

- The Parent Support Association requests in principle, options for applying for a grant from the Community Benefit Fund to help support the needs of pupils impacted by Covid 19, especially with regard to safeguarding mental health of children by providing suitable outdoor spaces for play and learning. The suggestion of developing an outdoor nursery space was put forward.

A discussion took place and a consensus was reached that such a grant application would be met favourably and that the PSA and school should work up and cost a plan for the

outdoor nursery and then the PSA should present this to council at a future date and make a grant request at that point.

4. Correspondence received: Sheryl Murray MP has responded to letters from BK and PS with a promise to take the issue of provision for remote meetings after May 6th with a promise to raise it with the Minister.

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

5.1 Planning Applications: None

5.2 Enforcement: Refusals, Approvals & Appeals:

- **PA20/11275 - Messrs Zachariah, Bryan (Jnr) And Brian (Snr) Hammond, Land Adjacent to Church Park, St Mellion, PL12 6RG.** Outline application for construction of up to two dwellings with all matters reserved. *Status - Awaiting Decision.*
- **PA20/06163 - Crown Golf, St Mellion Estate, St Mellion, PL12 6SD**
Outline application with all matters reserved retirement village, residential nursing home, GP surgery and pharmacy, farm shop etc. *Status - Refused.*

5.3 Other Planning Matters:

- **Neighbourhood Development Plan:**
RJ has set up a Google Drive folder for NDP documents which has been shared with councillors and contains the existing NDP files. This matter to be pursued in earnest following the elections in May.

6. Highway & Transport:

6.1 CNP Highways update *(circulated as pre-reading):*

- CAR 24 is still pending the information from councillors as to suitable locations for signage at Amytree, Dunstan Quoin and Bealbury.
- CAR 28 for directional signage at Church Lane is included in Tranche 4.
- At the CNP meeting of 24th February, the leftover funds from the Highways Fund were assigned to sundry additional signage and road marking in the district, an additional mobile speed camera and safety improvements at Camelot Kennels Junction on the A388 outside Kelly Bray. Total funds assigned £28K with £23K left in the pot but savings anticipated on existing projects and/or assistance from Cornwall Highways budget.
- The next CNP meeting will be on April 1st at p.m., councillors are encouraged to attend.

6.2 Glebe Parking update

- RJ has contacted Cllr. Flashman by email for an update who advises that Paul Allen has advised that the scheme is practicable and that funding from the Parish Council S106 funds would facilitate it.

ACTION: RJ to establish the likely cost of the Glebe Parking project via Cornwall Council Highways and Environment East and report at next meeting.

7. Council Property & Assets:

- NH reported that the Glebe grit bin has lost a hinge and the back is cracking.

It was proposed by BK, seconded by PS and AGREED to replace this grit bin, all in favour.

ACTION: RJ to source a new grit bin from Cornwall Council.

8. Project Updates:

8.1 Proposed siting of northbound village bus shelter on pt9143:

- Currently waiting on Earl & Crocker to process permissions.

8.2 Telephone Kiosk Refurbishment & AED Defibrillators:

- SC updated that the Western Power works are still delayed because of Covid 19 lockdown. When weather improves, it may be possible to place the defibrillator in the kiosk without the power connected to the heated casing.

ACTION: RJ to contact Western Power to ask for an update.

8.3 Tree Planting:

RJ has produced a collation of Tree Planting requests:

- 10 x hedge pack
- 2 x copse pack
- 1 x 105 Wild Harvest Pack
- 1 x 105 Year Round Colour pack
- 1 x 105 Wildwood pack
- 1 x urban tree pack

There is also potential for planting on footpath hedges. The school is available to help with planting.

ACTION: RJ to make the tree order with the Woodland Trust as soon as the next batch is available.

9. Parish Council finances

9.1 To approve monthly payment schedule for March 2021:

It was proposed by NH, seconded by PS and RESOLVED to approve the payment schedule for March 2021, all in favour

9.2 Online Banking update:

- Councillors have mixed success at logging on and the two signatory authorisation has not yet been set up.

ACTION: RJ to resend email instructions for signatories to online banking.

9.3 Proposed grant for PTA: (Moved to public session above*).

10. Parish Council Governance:

10.1 Dignity at Work Policy for approval (updated circulated as pre-reading):

It was proposed by BK, seconded by PS and RESOLVED to approve the Dignity at Work Policy, all in favour

10.2 Complaints Handling Policy for approval (updated circulated as pre-reading):

It was proposed by BB, seconded by HG and RESOLVED to approve the Complaints Handling Policy, all in favour.

ACTION: RJ finalise approval dates of policies.

10.3 Cornwall Plan 2020-2050 (Localism Strategy) to adopt (circulated as pre-reading):

BK updated on the consultation with Edwina Hannaford and advised that the Parish Council needs to consider how much can be devolved to Parish Council control. Discussion followed and the consensus was reached that the Parish Council notes that the policy has been adopted by Cornwall Council and that it looks forward to seeing how the tenets of the Localism Strategy progresses.

10.4 Remote Meetings (proposed changes to legislation):

Latest news is that the extension of remote meeting legislation beyond the election on May 6th has still not been approved, the Annual Parish Council Meeting has to take place by law between May 6th and May 24th but lockdown is not planned to allow for this until June 18th.

ACTION: RJ to research likely dates for the Annual Parish Electors Meeting in late April.

10.5 Upcoming elections:

Announcement of the election takes place on March 22nd, deadline for registering to stand is 8th April 2021, election takes place on May 6th, 2021.

11. Local Organisations & Stakeholders updates:

- TVAONB, has a new Manager called Dan Cooke. Tamara Project has successfully received a £32 million grant.

ACTION: RJ to invite Dan Cooke, TVAONB Manager to June meeting.

12. Premises licensing: to receive an update on recent applications: None

13. Items for next Parish Council meeting agenda:

- End of Year financial review
- Election Update
- Arrangements for Annual Electors Meeting
- Glebe Parking (costs)

14. Date and time of next meeting: 13th April 2021 via Zoom

BK closed the meeting at 21:20

St. Mellion Parish Council				
Payment Schedule REVENUE Account				
DATE	March	2021		
PAYEE	Invoice Date	Invoice #	Description	Amount
R Jackaman	n/a	n/a	Clerk Salary and Reimbursements	£454.11
AG Accountancy Ltd	01.03.2021	3193	Payroll Service (inc. replacement payment for lost cheque #232 Feb 2021)	£22.40
SLCC	04.03.2021	BK201307	Virtual Regional Training Seminar (50/50 split with SCPC)	£27.00
NEST	09.03.2021	n/a	Employer + Employee contribution to clerk's pension	£37.20
TOTAL				£540.71