

St. Mellion Parish Council Meeting
Tuesday 14th September 2021 at 7:00 p.m.
St. Mellion Church Hall
Minutes

PRESENT: Bridie Kent - Chair (BK); Pam Sambrook (PS), Nick Habermehl (NH); Ben Bryan (BB); Hilary Gill (HG) (arrived at 19:13).

IN ATTENDANCE: Ren Jackaman - Parish Clerk (RJ) and three members of the public (two left at 20:12).

1. Councillor matters

- 1.1 *To receive apologies for absences:*
None received.
- 1.2 *To receive declarations of pecuniary interests:*
None received.
- 1.3 *To receive declarations of non-registrable interests:*
None received.
- 1.4 *To approve written requests for dispensations:*
None received.

2. Previous Parish Council meetings (13th July 2021 & 2nd August 2021)

- 2.1 *To approve the minutes of the Ordinary Meeting of 13th July 2021:*
It was proposed by NH, seconded by PS and RESOLVED to approve the minutes as a true record of the meeting of the 13th July 2021.
- 2.2 *To approve the minutes of the Extraordinary Meeting on 2nd August 2021:*
It was proposed by BB, seconded by PS and RESOLVED to approve the minutes as a true record of the meeting of the 2nd August 2021.
- 2.3 *Matters Arising:* None.
- 2.4 *Items Actioned since last meeting*
 - RJ has communicated formal support of '20 is Plenty' campaign to organisers.
 - RJ has remotely attended the TEVI Climate Change & Community Resilience event at Tremough on 10th September.
 - The Community Litter Pick took place on Saturday 4th September and went well, with a good turnout and eight bags collected. It was noted that there is less litter than usual, which may be thanks to independent litter pickers, lack of verge cutting and Covid lockdowns.
 - CORMAC have issued notice of the Winter Maintenance Grit Bin refill - RJ has sent a map with PC owned grit bins noted on it.

3. Parish Council Governance

- 3.1 *Presentations of candidates for co-option:*
Adam Sturtridge made a presentation to council and requested consideration for co-option.
- 3.2 *Vote & signing of Declaration of Acceptance of Office:*

It was proposed by BB, seconded by HG and RESOLVED unanimously to approve the co-option of Adam Sturtridge to the Parish Council of St. Mellion

Adam Sturtridge (AS) signed the Declaration of Acceptance of Office, which was witnessed by RJ and then formally joined the meeting as a member of the council.

4. Questions from the public:

Bryan Hammond let the meeting know that a tree on his land which has ash die-back is going to be felled.

5. Correspondence received

- Complaints received about the overgrown state of the hedge coming out of the glebe have been forwarded to Highways & Environment East who have forwarded to Cornwall Housing for action.
- Letter from Cllr. Liz Ahearn, Bodmin Town Council Planning Committee Chair re the Government White Paper on Planning.
- Verbal report from A. Copson re: state of fence adjoining safe passage path from bus stop to school gates.
BK has lodged this again on the Cornwall Council interactive map and sent photographs. HG had previously reported this item and been given a job number but no further action was taken, despite repeatedly re-reporting.
BB thanked Mr. Hammond for all the voluntary hedge trimming he has done around the village.

6. Planning matters

6.1 *Planning Applications:* None

6.2 *Enforcement Refusals, Approvals & Appeals:*

- **PA21/05617 Mr. N.Kelly, Bealbury Orchard, St. Mellion, PL12 6RX**
Outline application for the construction of two dwelling houses with all matters except access reserved **Status - Refused.**
- **PA21/06319 Messers Zachariah, Bryan Jnr And Bryan Snr Hammond**
Outline Planning for the construction of two dwellings with all matters reserved - Land West Of The Laurels, St Mellion, PL12 6RG **Status - Awaiting Decision**

It was noted that this application will be put before the Planning Committee on the 4th October 2021.

6.3 *Other Planning Matters*

- **Neighbourhood Development Plan**
Preliminary research into implementing an NDP indicate that the first step is to gather interested parties together to form a working group, which will undertake a basic costing and feasibility analysis before creating a 'roadmap' of how to proceed.

St Dominick Parish Council has agreed that Cllrs Potter (Chair) and Fry (Vice Chair) would represent St Dominic at such a meeting and are keen to share the costs of a Housing Needs Survey.

It is strongly advised that Pillaton PC also be invited to join the preliminary working group.

ACTION: HG to contact the Golf Club to see if they would offer a meeting room for St Mellion/Pillaton(?) and St Dominic to meet to discuss NDP and Housing Needs survey.

- **Housing Needs Survey**

The fees associated with the Housing Needs Survey are summarised below, it has been confirmed that several parishes can join together to share costs. St. Dominick have confirmed this is desirable Pillaton to also be asked.

Electoral roll register extract £25.00.

Officer time £750.00 - standard set up, analysis and report writing (based on 10 hours).

Additional Officer time charged at £75.00 per hour (not normally required).

52p per Occupier letter - printing, packing and posting - multiply by the number of households on the electoral roll extract.

ACTION: RJ to formally invite Pillaton Parish Council to join in both the NDP Working Party and Housing Needs Survey.

ACTION: RJ to establish a date for the first meeting of the NDP Working Party in October and to advertise for interested parties.

7. Highway & Transport

7.1 *CNP Highways updates (circulated as pre-reading)*

The August update was noted.

7.2 *Road Markings:*

Caradon CNP have been sent information relating to the road between the Golf Club entrance and Dunstan Lane, awaiting further action.

7.3 *Parking at Glebe:*

Awaiting an update from Stuart Blackie, Sharon Dawe and Peter Jarmin.

7.4 *Safe Passageway:*

Contact has been received from Margaret Matthews of BOTHER (The Botus Fleming & Hatt Emergency Response). In January BOTHER conducted a local survey and found that its proposal for a cycle way between Roods Corner and Carkeel had overwhelming community support. Sustrans is currently producing a report which has been subject to delay but will be completed within the next four weeks. The planning officer overseeing the Treledan (aka Broadmoor) development has been involved in discussions.

If anyone from the PC would now like further information about BOTHER's project a meeting could be arranged at a time/date to suit those concerned.

RJ has also sent all the details again to Adam O'Neill - Principal Transport Officer at Cornwall Council to enquire about any renewed opportunities for funding in relation to Carbon Neutrality goals. The project has been put on the list for when funding reopens.

8. Council Property & Assets

8.1 *Asset Checks updates*

It was noted that the bus shelters all need cleaning and that the one at Crocadon is becoming overgrown.

ACTION: RJ to investigate hiring a cleaning service to attend to bus shelter maintenance, especially cleaning solar.

ACTION: BK to contact Crocadon to trim the hedgerow.

ACTION: BK to take Parish Map to be framed.

9. Project Updates

9.1 *Proposed siting of northbound village bus shelter on pt9143:*

The tree work is completed. Earl & Crocker have sent draft contracts for review, a meeting now needed between councillors and solicitor to go over these and make amendments. RJ has requested a meeting and is waiting to hear back from Michelle May.

ACTION: RJ to correlate all communications received so far.

9.2 *Telephone Kiosk*

Western Power Distribution have connected the power. Jason Brade has put the backing plate on but has not got the necessary key to access the power supply to connect it. Western Power Distribution and BT are in communication with each other over the issue of an unmetered connection agreement. BT have confirmed that they are still administering the connection.

9.3 *St. Mellion Park AED Defibrillators:*

Work is planned for 21st September to put up the bollards and connect the electricity supply, all the relevant parties are in communication with one another.

9.4 *Tree Planting:*

There is now a need to identify a public space where trees could be planted as gifting to householders is prohibited under the latest changes to the Woodland Trust Scheme.

ACTION: RJ to contact all who requested trees and explain the changes to the offer, then seek landowners with publicly accessible land to take part. Ask Woodland Trust to clearly define 'publicly accessible'.

10. Parish Council finances

10.1 *To approve monthly payment schedule for August & September 2021:*

It was proposed by PS, seconded by HG and RESOLVED to approve the payment schedule of August 2021.

It was proposed by PS, seconded by HG and RESOLVED to approve the payment schedule of September 2021.

10.2 *Transfer of Bank Accounts to Unity:*

It was proposed by BK, seconded by NH and unanimously agreed to approve the transfer of both Revenue and Community accounts to Unity Bank.

ACTION: RJ to transfer accounts to Unity Bank.

11. Local Organisations & Stakeholders updates: None

12. Items for next Parish Council meeting agenda:

- Annual Electors Meeting
- Platinum Jubilee Celebrations
- NDP Working Party & Housing Survey
- Quarterly Financial Review

13. Date and time of next meeting:

12th October 2021 (6:30 p.m. for Annual Electors Meeting, 7:00 p.m. for Ordinary Meeting.

Meeting Closed at 21:16

St. Mellion Parish Council				
Payment Schedule				
REVENUE Account				
DATE: September 2021				
PAYEE	Invoice Date	Invoice #	Description	Amount
R Jackaman	n/a	n/a	Clerk Salary and Reimbursements	£493.35
AG Accountancy Ltd	01.09.2021	3344	Payroll Services	£11.36
NEST	n/a	n/a	Employer + Employee contribution to clerk's pension	£38.20
TOTAL				£542.91