

**St. Mellion Parish Council Meeting  
Tuesday 12<sup>th</sup> April 2022 at 7:00 p.m.  
St. Mellion Church Hall  
Minutes**

**PRESENT:**

Cllr. Bridie Kent (BK); Cllr. Ben Bryan (BB); Cllr. Hilary Gill (HG); Cllr. Nick Habermehl (NH)

**IN ATTENDANCE:**

Ren Jackaman (Parish Clerk); three members of the public (all left at 20:11, item 8)

**1. Councillor matters**

*1.1 To receive apologies for absences:*

Cllr. Adam Sturtridge (AS) and Cllr. Pam Sambrook (PS) both sent apologies due to family commitments, these were accepted.

*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 meetings**

*2.1 To approve the minutes of the Ordinary Meeting of 8<sup>th</sup> March 2022*

It was proposed by HG, seconded by BB and RESOLVED to approve the minutes as a true record of the meeting on the 8<sup>th</sup> March 2022, all in favour.

*2.2 Matters Arising: None.*

*2.3 Items actioned since last meeting:*

- RJ contacted Coryton estates to alert them to the problem of the grit bin being damaged by the hedge trimmer. It is not certain that the field in question is Coryton land.
- RJ asked H&EE for advice about the safety implications working on the Millennium bank and send photograph of the relevant section. No response has been received.

**3. Questions from the public & correspondence received**

Presentation from Sophie Wheeler:

There is not much to do in the village for kids, she has worked with horses and small animals and would like to approach the parishioners about the possibility of creating a community stable. She is now trying to identify a suitable piece of land to set this up as a community project. About 5 acres is required. Funding is available to help set up the project assuming that a suitable piece of land can be identified and permission to use it granted. Existing livery stabling is very expensive and unaffordable to most people.

The proposal was discussed and it was recommended to contact Coryton Estates and Steve Moss of St. Mellion Golf & Country Club as likely landowners. Assuming that a piece of land is found and it can be developed further, this project would be eligible for a community grant from the Parish Council.

## 4. Planning matters

### 4.1 *Planning Applications:*

#### **PA22/03406 Mr Dafydd Hollyman, 2 Keason Hill, St Mellion, PL12 6UU**

Proposed works to existing garage to include: - Side extension to provide new stair access to new first floor accommodation. Replace existing roof with new 45 degree pitch roof and raised to accommodate new bedroom space with ensuite shower room within roof void along with new front facing dormer. New installation of solar PV panels to rear section of roof. Minor internal alterations to existing garage space.

**Planning Officer: George Shirley**

**Expiry Date: 29<sup>th</sup> April 2022**

The plans were viewed onscreen and discussed. It was noted that the only new element from the previous application is the additional porch. This was considered a very minor change to a planning application which has already met with support.

It was proposed by BK, seconded by HG and RESOLVED to support this application, all in favour.

### 4.2 *Enforcement Refusals, Approvals & Appeals*

#### **PA22/00451 Messers Hammond - Land West of The Laurels, St Mellion, PL12 6RG**

Reserved Matters application following Outline approval PA21/06319 dated 4th October 2021 of access, appearance, landscaping, layout and scale in respect of two dwellings

**Status: Approved**

#### **PA22/02219 Tom Watson, Crocadon Farm, St Mellion, Saltash, PL12 6RL**

To provide a three phase electricity connection to the above address (approximately 600 metres supported by existing wooden poles 45KJJ1 through to 4KJJ8 (8 poles).

**Status: Approved (referred to Secretary of State for the Department of Energy & Climate Change)**

### 4.3 *Other Planning Matters*

Neighbourhood Development Plan working group update:

The Survey Monkey questionnaire has been designed but not yet published. It may be necessary to upgrade to a paid subscription, the cheapest is £25 per month but RJ is investigating options for using the free version.

The link for the survey can be circulated digitally and hard copies printed as requested. A surgery to help people fill it out electronically with guidance is worth considering.

Steve Moss has volunteered to join the Working Group and has offered free room hire at St. Mellion Hotel for meetings.

## 5. Highway & Transport

### 5.1 *Uneven Pavement at Church Lane entrance*

Has been reported several times and RJ has chased up with H&EE, no update received.

### 5.2 *Millennium Bank and broken Fence*

RJ has sent photos of the bank to H&EE to seek advice about safety issues for any contractor and offered again to pay to mend the fence, no update received.

### 5.3 *Parking at Bus Stop*

Response from Will Glassup of CORMAC

*“Unfortunately it is not a simple request to remove all parking from this area. We would need to consult the local residents as effectively the parking (which is legal here, as there are no parking restrictions) would be removed. I am sorry that isn’t much help, however with limited parking within the village its likely removing the areas in St Mellion would receive strong objections. Dangerous parking as witnessed in your streetview picture should be reported to the police.”*

## 6. Council Property & Assets

### 6.1 Any issues reported

Note that next asset check is in June.

## 7. Project Updates

### 7.1 Proposed siting of northbound village bus shelter on pt9143:

No further news on progress with transfer.

### 7.2 Platinum Jubilee Celebrations 2022

At public meeting on 28<sup>th</sup> March, the following events were noted or agreed upon:

- EXHIBITION 2<sup>nd</sup> June - 9<sup>th</sup> June at St. Mellion Church (organised by V. Malsom).
- FIREWORKS DISPLAY - Saturday 4<sup>th</sup> June at 9 p.m. (to be held in the field behind the school field and watched from school field - Bryan Hammond)
- BIG LUNCH/PICNIC Sunday 5<sup>th</sup> June 11 a.m. - evening on the School field
- Planting up of bank is probably not possible, although mending the fence should be. The area around the Millennium Bench is already fully planted.

A working party to be organised to update on the situation, proposed date the evening of the 25<sup>th</sup> April in the Church Hall.

**ACTION: RJ book the Church Hall for the next Jubilee Working Party Meeting on 25<sup>th</sup> April.**

Since the meeting:

Over the Top Pasties have quoted to supply a range of medium sized pasties in lots of flavours for £3 each.

St. Mellion Golf & Country Club have expressed an interest in helping with the celebrations. Sophie Wheeler offered to organise pony rides.

**ACTION: RJ to investigate options for more food vendors, such as hog roast, pizza, mobile bar facility.**

RJ has explored options for purchasing Jubilee memorabilia to be gifted to local children. A quote for the Jubilee Mugs was viewed onscreen, the smallest number to be purchased is 72, at a cost of £3.10 per unit, plus carriage and VAT, Total: £306.24

It was proposed by BK, seconded by HG and AGREED to approve the purchase of Jubilee Mugs as detailed above.

## 8. Parish Council Governance

### 8.1 Plans for AEM and APCM

To be held on 10<sup>th</sup> May at AEM 6 p.m. and APCM 6:30 p.m. followed by Ordinary Meeting at 7:00 p.m. The information about the AEM will appear in the Mellanus News.

## 8.2 Policy Reviews

Policy Review to be undertaken throughout April.

Financial Regulations to have the clause allotting three authorised signatories altered to two for all transactions.

**ACTION: RJ review and redraft any relevant Policies.**

## 9. Parish Council finances

### 9.1 To approve monthly payment schedule for April 2022

St. Mellion Parish Council					
Payment Schedule REVENUE Account					
DATE: April 2022					
PAYEE	Invoice Date	Invoice #	Description	Amount	Type
R Jackaman	n/a	n/a	Clerk Salary and Reimbursements	£629.86	BACS
A.G Accountancy Ltd.	04.04.2022	3574	Payroll Services	£11.36	BACS
CALC	01.04.2022	2023-169	CALC Membership Fee	£253.57	BACS
CALC	19.03.2022	2122-814	Training course Year end accounts	£36.00	BACS
NEST	n/a	n/a	Employer + Employee contribution to clerk's pension	£50.90	DD
<b>TOTAL</b>				<b>£981.69</b>	

It was proposed by NH, seconded by HG and RESOLVED to approve the payment schedule for April, all in favour.

### 9.2 Year End Report

(Deferred to May meeting).

### 9.3 Audit Preparations

Andrew Farr of Dawe, Hawken & Dodd has been engaged to undertake the internal audit. SMPC is eligible for exemption from an external audit as income and expenditure if under £25K. AGAR has been prepared and all audit docs have been shared with Internal Auditor, to be approved at May meeting.

## 10. Items for next Parish Council meeting agenda

- Defibrillator Funding (SMPRA)
- End of Year accounts and AGAR
- Platinum Jubilee update
- NDP update

## 11. Date and time of next meeting 10<sup>th</sup> May 2022 (to include AEM and APCM)

**Meeting Closed at 20:30**