

**St. Mellion Parish Council Meeting
Tuesday 8th November 2022 at 7:00 p.m.
St. Mellion Church Hall
Minutes**

PRESENT: Cllr Bridie Kent (BK) Chair; Cllr Pam Sambrook (PS) Vice Chair; Cllr Hilary Gill (HG).

IN ATTENDANCE: Parish Clerk Ren Jackaman (RJ) and one member of the public (left at 20:18).

1. Councillor matters

1.1 To receive apologies for absences:

Apologies have been received from:

Cllr Nick Habermehl (NH)

Cllr Adam Sturtridge (AS)

Cllr Ben Bryan (BB)

The reasons for absence were noted and the apologies for these councillors 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 11th October 2022

It was proposed by HG, seconded by PS and RESOLVED unanimously to approve the minutes of the Ordinary Meeting of 11th October 2022 as a true record of the meeting.

2.2 To approve the minutes of the Closed Session on 11th October 2022

It was proposed by PS, seconded by HG and RESOLVED unanimously to approve the minutes of the Closed Session on 11th October 2022 as a true record of the meeting.

2.2 Matters Arising: None

2.3 Items actioned since last meeting:

NH has had a spare set of keys cut for the noticeboards and permission has been granted to keep them in the Church vestry.

RJ has contacted Zurich and enquired about adding pt9143 to the insurance schedule and received the following advice:

- The responsibility attached to this land would be covered under the Public Liability line of cover automatically.
- Please ensure that you are identifying potential risks and controlling them where possible via a risk management plan [suggest completing this after the bus shelter is built]
- If there are any material assets on the land that you want to insure against damage/loss then please let do us know their replacement values [the new bus shelter would be added].

3. Questions from the public & correspondence received:

Mr. Bryan Hammond reported that a lorry delivery to his premises on Church Lane arrived late yesterday and received a complaint from another resident. The traffic using Church Lane as a shortcut has reduced significantly since efforts were made to raise awareness of the Access Only status of the road.

4. Planning matters

4.1 Planning Applications:

Ref. No: PA22/09190: Mr and Mrs Philip & Joanne Dark, 15 Keason Hill, St. Mellion, PL12 6UU

Single-storey rear extension to the main house and office extension above the garage.

Received date: Tue 11th October 2022

Consultation Expiry Date: 8th November 2022

Planning Officer: Georgia Rowe.

PS declared that she lives in a nearby house but that having sought advice from the clerk prior to the meeting was able to confirm that the proposed works are not in such proximity as to have any effect on her property and that consequently a declaration of pecuniary interest would be inappropriate in this case. It was also noted that as only three councillors were present at the meeting, being the minimum number of councillors to allow for a quorate meeting, if PS were to be excluded under 1.2 a dispensation would be required under LGA 33 (2)a in order to facilitate a legal decision and vote and that therefore PS would be involved in the discussion and vote in either case.

The plans and associated documents were viewed onscreen.

It was noted that the neighbour at 9 Keason Hill has registered an objection based on the proposed balcony having a view into his property but has suggested that moving the balcony would solve this problem.

This issue was discussed in full and opinion was split. A need for outside space was recognised as desirable/essential when using a home office but it was also recognised that on an estate of this kind, a balcony is likely to look over another property wherever it is placed. It was considered that measures should be taken to reduce any adverse effects on neighbouring properties if possible. It was noted that precedent has been set by similar applications on St. Mellion Park which have been approved and that the site has enough land attached to make the proposed extension practical.

It was proposed by BK, seconded by HG and AGREED unanimously to support this application with the caveat that efforts be made to address the concerns of overlooking neighbouring properties and that the proposed office be for the use of the homeowner only.

4.2 Enforcement Refusals, Approvals & Appeals: None

4.3 Other Planning Matters: Neighbourhood Development Plan Working Group

The Survey has been printed and is being distributed. There is also an electronic copy. The surveys will be distributed by hand to all properties in the parish.

It would be desirable to have a new page on the parish council website for the NDP, which will include the digital copy of the survey.

ACTION: RJ to ask Western Web to set up an NDP page on the website.

Three reimbursements to BK:

ABC Printers	£ 80.00
Smart Survey annual subscription	£ 388.80
Stationery	£ 6.00

TOTAL £474.80

These items will be added to the payment schedule for December 2022.

HG gave formal thanks to BK for all the hard work that she has done towards getting the survey completed.

5. Highway & Transport

5.1 Any reported items and updates:

PS has reported on the Cornwall Council interactive map that the bottom of Mud Lane is flooded.

5.2 CNP Highways Scheme 2.0 expressions of interest:

Two submissions have been made as per advice from Will Glassup:

- Traffic slowing measures on approach to the Vivadon roundabout, dragon's teeth are recommended.
- Vegetation clearance from the side of the A388 opposite Coryton Arms, with a view to planting up with wildflowers or similar in due course.

It was also suggested that the Parish Council approach St. Mellion Golf Club about the possibility of reducing mowing on roundabout and planting wildflowers instead, to be funded using Parish Council reserves for biodiversity. This would require ongoing management and annual seeding. The Parish Council to cover costs.

ACTION: HG to talk Mike Bush of St. Mellion Golf about the wilding options on Vivadon Roundabout.

5.3 Proposals for Community Area Partnerships

There is an emergency meeting about this on Thursday 10th November, all councillors are urged to attend. The proposals relate to combining existing network areas into larger bodies called 'Community Area Partnerships' and devolving more responsibilities to town and parish level via these new networks under 'Levelling Up'. The existing Caradon network would combine with Launceston. There is funding but at this stage it is crucial to engage in these discussions to ensure that money is deployed appropriately.

5.4 CORMAC Volunteers Scheme – progress

A Facebook post has been put on St. Mellion & Pillaton Hub about the CORMAC scheme. Once the opportunities afforded by completion of works at pt9143 and the CNP vegetation clearance have been confirmed and undertaken, there will be more opportunities.

6. Council Property & Assets

6.1 Any reported items and updates:

The bus shelter outside the old golf club entrance (southbound) has had a pane of glass smashed. RJ has contacted Zurich and has organised a quote for repair.

ACTION: RJ to progress the claim with Zurich.

7. Project Updates

7.1 4th Bus Shelter on pt9143:

The quote was queried and assumptions and exclusions are not included on purpose.

Lee Quinney has confirmed the following:

- Assumptions and exclusions are all covered within the 10% contingency.
- Should the price go over the estimate we have a grant which we can use to top up the funding.
- It is assumed that Fernbank will provide their own welfare etc. and supply and install shelter, if this changes then additional cost will be incurred.
- Assuming works can be done utilising grass verge area for compound. If this changes then additional cost may be incurred for additional traffic management requirement.
- Assuming manhole covers will not be affected by working area. If this is not the case then additional cost will be incurred.
- All provisional sums provide a cost indication at this stage and are subject to change.
- Existing location shown on the drawing for the shelter is not suitable due to location of existing tree. This price is based on moving the shelter location by 3m to the right and it is assumed this will not alter the volume of materials or extent of retaining wall. This will be confirmed upon vegetation clearance, price will be increased if there is a variance due to location and a 10% contingency has been allowed as a result.

CORMAC have begun clearance work on the site and an update on progress is expected in due course.

Heard's Garden Services have been asked to delay any clearing work until after CORMAC have finished this stage of works.

8. Parish Council Governance: Nothing to Report.

9. Parish Council finances

9.1 To approve monthly payment schedule for November 2022

St. Mellion Parish Council					
Payment Schedule REVENUE Account					
DATE: November 2022					
PAYEE	Invoice Date	Invoice #	Description	Amount	Payment Type
R Jackaman	n/a	n/a	Clerk Salary and Reimbursements	£520.30	BACS
AG Accountancy Ltd	01/11/2022	3761	Payroll Service	£11.83	BACS
Burncoose Nurseries	19/10/2022	58653	Ginkgo Biloba 'Menhir' Tree	£87.00	BACS
RBL	n/a	n/a	Remembrance Day donation	£35.00	BACS
NEST	n/a	n/a	Employer + Employee contribution to clerk's pension	£41.03	DD
TOTAL				£695.16	

It was proposed by PS, seconded by HG and was unanimously RESOLVED unanimously to approve the payment schedule for November 2022.

9.2 Options for Jubilee Stone:

RJ has visited Darley Ford quarry to assess what is available in terms of size of commemorative stone. For the size of stone needed the prices range from £1200-£1500 for the stone, with additional expenditure for treating, carving, moving and installation. Total figure likely to be in the region of £3-3.5K. Will Glassup has confirmed that the stone could be installed on pt9143 without issues to traffic.

Discussion followed and it was considered that this expenditure is an inappropriate extravagance in the current economic climate and it would be preferable to reserve this money for the Coronation Fund in the year end 2024 budget.

9.3 Cornwall Legal refunds:

RJ has contacted Cornwall Legal and queried recent invoices. It has been confirmed that these were a result of human error and appropriate refunds and credit notes have been received.

10. Community & Stakeholders:

10.1 Any reports or requests received.

- 'Let Cornwall Decide' campaign against the proposed Mayor for Cornwall have reiterated that Parish & Town Councils make formal requests that a referendum be undertaken.

Discussion followed and it was established that the way Cornwall is governed is extremely important to local residents. The emerging proposals call for a possible change to a powerful Mayor of Cornwall with their own staff, budget and choice of Cabinet. It is the belief of St. Mellion Parish Council that such a system should only be implemented if the people of Cornwall support it and that therefore a referendum should be called to establish if this is the case.

It was proposed by BK, seconded by HG and AGREED unanimously to call on Cornwall Council and local Cornwall Councillor to ensure that there is a referendum of all voters in Cornwall on whether to introduce this significant change, as set out in the relevant legislation.

- BK reminded councillors that the Remembrance Service will be held on Sunday 13th November at 10:30 am followed by the laying of wreaths at the War Memorial.

SMPC/YE2023/31

11. Items for next Parish Council meeting agenda:

- Budget and precept approval
- Litter Pick for February
- CNP review response.
- Setting meeting dates for ye 2024

12. Date and time of next meeting: 10th January 2023

BK closed the meeting at 20:46