

**St. Mellion Parish Council Meeting**  
**Tuesday 9<sup>th</sup> May 2023 at 7:50 p.m.**  
**St. Mellion Church Hall**  
**Minutes**

**PRESENT:** Cllr Bridie Kent (BK) Chair; Cllr Pam Sambrook (PS) Vice Chair; Cllr Hilary Gill (HG); Cllr Adam Sturtridge (AS); Cllr Ben Bryan (BB).

**IN ATTENDANCE:** Parish Clerk Ren Jackaman (RJ), one member of the public.

**1. Councillor matters**

- 1.1 *To receive apologies for absences:* Cllr 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 meetings**

- 2.1 *To approve the minutes of the Ordinary Meeting of 11<sup>th</sup> April 2023*

Deferred to the next meeting as not enough attendees were present at this meeting to allow for a proposer and seconder.

- 2.2 *Matters Arising:* None
- 2.3 *Items actioned since last meeting:* None not dealt with elsewhere in the minutes.

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

The Coronation weekend events were praised and the community spirit which they inspired was lauded. The issue of the amount and speed of traffic using Church Lane to access the Golf Club was raised again, especially with regard to the safety of the children who live and play in the area.

**ACTION:** AS to raise the Church Lane road safety issue at the next CAP meeting.

**4. Planning matters**

- 4.1 *Planning Applications:* None.

- 4.2 *Enforcement Refusals, Approvals & Appeals*

**PA23/O1704 - Mr Peter Newton, Horsepool Lodge, St Mellion, PL12 6RN**

Change of use from holiday accommodation to residential property.

**STATUS: Awaiting Decision**

**PA23/O1936 - Miss Rachael Kendrew of InstaVolt, Land Northwest of St Mellion Golf Club PL12 6SD**

Installation of six rapid electric vehicle charging stations within the existing car park.

**STATUS: Awaiting Decision**

- 4.3 *Other Planning Matters*

- Neighbourhood Development Plan Working Group:  
The 1<sup>st</sup> draft of the NDP document has been completed (with thanks to Keith Abbot) and is being added to by other members of the NDP Working Party to create a 2<sup>nd</sup> draft for submission to Cornwall Council for review.

**5. Highway & Transport**

- 5.1 *Wildflower Planting at Viverdon Roundabout*

AS asked Will Glassup for an update at the last CNP meeting but no decision has been made.

- 5.2 *Safe Passageway*

RJ has enquired with Jacquie Rapier - Good Growth Delivery Facilitation Officer, Cornwall Council about whether the scheme is eligible for levelling up money. A recent discussion of possibilities took place on the 'One Callington' Facebook group, leading to a long thread of comments; RJ and Steve Crook both

contributed information relating to the original feasibility study. This indicates that the scheme is still of interest to local cyclists.

**ACTION: RJ to approach Steve Crook to see if he wishes to be involved with any future meetings with Good Growth representatives.**

### 5.3 *Street Lighting, LED, and the Environment*

NH attended a recent event at Tremough Campus, during which a presentation was given about the damage that streetlighting can do to wildlife and fauna. The desire is to replace the existing bulbs with more nature friendly bulbs in Church Lane.

**ACTION: RJ to ask Will Glassup about the provision of new lighting options in Church Lane, NH to be copied in.**

## 6. Council Property & Assets

6.1 *Any items to be reported:* None

## 7. Project Updates

### 7.1 *Jubilee Bus Shelter (formerly 4<sup>th</sup> Bus Shelter on pt9143)*

Review of tenders for clearance and maintenance of Jubilee Bus Shelter site:

The invitation to tender appeared on social media, the website and in the Cornish Times, with a deadline of 30<sup>th</sup> April. Additionally, RJ contacted several contractors and invited applications.

Only one bid for both tenders has been received, both bids remained sealed and were opened at this point in the meeting. Both tenders come from Billy Shinn – Tree & Garden Services.

It was noted that the maintenance quote indicates one visit per month, it was queried whether this was more attention than the site required. The tender application indicates at least bi-annually or more regularly as required, so the regularity of visits should be negotiated.

It was proposed by BK, seconded by PS and RESOLVED to award the clearance contract to the sole applicant, Billy Shinn, all in favour.

It was proposed by BK, seconded by HG and RESOLVED to award the maintenance contract to the sole applicant, Billy Shinn, with the proviso that the arrangement be reviewed at six months to confirm whether monthly visits are required through the winter, all in favour.

**ACTION: RJ to inform the successful applicant.**

**ACTION: RJ to source a new contractor for bus shelter cleaning.**

**ACTION: RJ to enquire with Lee Quinney about planting up the bus shelter roof.**

### 7.2 *Review of celebrations for Coronation of Charles III.*

BK gave thanks to all the hard work put in by members of the community in volunteering to run the events. The whole weekend was a huge success and was very well attended by parishioners and visitors. Most receipts for expenditure have now been received but not in time to feature on this month's payment schedule.

It was proposed by BK, seconded by BB and RESOLVED to pre-approve reimbursement payments for coronation expenses, all in favour.

The quality of the mugs was queried as there appears to be a printing problem with regard to black outline defining the coat of arms, the image does not match the proof which was approved at the April meeting.

**ACTION: RJ to approach Dash UK for a discount.**

## 8. Parish Council Governance:

Nothing to report.

**9. Parish Council finances***9.1 To approve monthly payment schedule for May 2023*

St. Mellion Parish Council					
Payment Schedule REVENUE Account					
DATE: May 2023					
PAYEE	Invoice Date	Invoice #	Description	Amount	Cheque #
R Jackaman	n/a	n/a	Clerk Salary and Reimbursements	£592.86	BACS
Angela Greenhough	02/05/2023	3928	Payroll Services	£13.20	BACS
B. Kent	n/a	n/a	Reimbursement for £50 voucher prize (NDP survey)	£50.00	BACS
Western Web Ltd	30/04/2023	23762	Domain renewal and hosting	£192.00	BACS
St. John's Ambulance	pending	pending	Coverage of Coronation Big Lunch Event	£221.76	BACS
Zurich Insurance	17/04/2023	522788744	Additional Premium	£177.41	BACS (paid)
Over the Top Pasties	24/04/2023	INV-0131	100 medium pasties	£375.00	BACS
Dash UK Ltd.	04/04/2023	18374	100 x coronation mugs	£606.00	BACS (paid)
NEST	06/05/2023	n/a	Employer + Employee contribution to clerk's pension	£44.88	DD
<b>TOTAL</b>				<b>£2,273.11</b>	

It was proposed by AS, seconded by BB and RESOLVED to approve the payment schedule for May 2023, all in favour.

**10. Community & Stakeholders:**

Inaugural meeting of the new Launceston & Caradon CAP takes place on Thursday 25<sup>th</sup> May at Stoke Climsland Old School at 6:30 p.m. (RJ unable to attend, AS will attend).

**11. Items for next Parish Council meeting agenda:**

- Approval of April and May Minutes, AEM and APCM
- AGAR & Internal Audit
- Asset Check
- Quarterly Review
- Coronation Bench
- Safe Passageway
- Street Lighting

**12. Date and time of next meeting:** 13<sup>th</sup> June 2023 at 7:00 p.m.

BK closed the meeting at 20:54