

St. Mellion Parish Council Meeting
Tuesday 11th July 2023 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).
Cllr Adam Sturtridge (AS).
Cllr Ben Bryan (BB).
Cllr Nick Habermehl (NH) (arrived at 19:08).

IN ATTENDANCE:

Parish Clerk Ren Jackaman (RJ).
Eleven members of the public (five left at 19:36, six left at 20:25).

1. Councillor matters

1.1. To receive apologies for absences:
None received.

1.2. To receive declarations of pecuniary interests:
HG and BB declared an interest in PA23/O4910 as residents of Wollaton, which is situated on the Golf Course.

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

2.1 To approve the minutes of the Ordinary Meeting of 13th June 2023

It was proposed by BB, seconded by PS and agreed to approve the minutes of the ordinary meeting of 13th June 2023 as a true record of the meeting, all in favour.

2.2 Matters Arising

2.3 Clerk's Report & Items actioned since last meeting

- Fernbank have been confirmed to clean the bus shelters and check solar lighting.
- BB has contacted the Golf Club via email and HG has spoken to Matt Pressman, General Manager about the Church Lane traffic issue, no resolution as yet.
- A congratulatory letter has been delivered to Crocadon regarding the Michelin green star.
- It is National Clerk's week and RJ's 5th anniversary of working for SMPC.
- Highway closure of A388 an intention notice has been issued for a closure from Saltash Road, Callington to Viverdon roundabout between 17th August 2023 to 22nd August 2023 (19:00 to 06:00 hours).

3. Questions from the public & correspondence received

Tamar Toll Action Group gave a presentation about the campaign to abolish the tolls on Tamar crossings. A peaceful protest march is planned for 29th July. A business case is to be presented to government via Sheryll Murray MP. A general discussion followed.

It was proposed by BK, seconded by AS and resolved to record a formal stance of support for the Tamar Toll Action Group campaign, all in favour.

ACTION: RJ to share the TTAG presentation with St. Dominick Parish Council.

4. Community & Stakeholders:

4.1. To discuss setting up a Village Tidy Volunteer Group

Billy Shinn is leading this project. A poster asking for volunteers has been put up on noticeboards and on Facebook. One volunteer has come forward so far. It is planned to begin work in earnest during August. Once dates have been set another recruitment drive will be undertaken.

4.2. To discuss setting up a Speedwatch Group

Speedwatch and Cornwall Council were both approached regarding the possibility of undertaking traffic monitoring in Church Lane – informed that there is no group for the St. Mellion area and suggested forming one. There were two expressions of interest in the room.

ACTION: RJ to coordinate with Speedwatch organisers to progress the setting up of a local group and to advertise for volunteers.

5. Planning matters*

5.1. Planning Applications:

PA23/04910 – St Mellion Estate, PL12 6SD

Certificate of Lawful Development to confirm lawful implementation of Planning Permission PA19/10510

Case Officer: Chris Cooper-Young

Consultation expiry date: 10th July 2023 (extension granted).

BK invited BB and HG as the designated council liaison with Crown Golf to give an outline of the facts surrounding works completed, especially with regard to exact locations.

BB and HG left the room.

The planning supporting documentation was viewed on screen.

It was established from the evidence provided that the works outlined in the planning support documentation are genuine, recent and relate to phase one of the hybrid application PA19/10510. Therefore, compliance with the requirements of the commencement date appears to have taken place.

It was proposed by BK, seconded by NH and agreed to support the planning application PA23/04910, all in favour.

BB and HG re-entered the room.

5.2. Enforcement Refusals, Approvals & Appeals

PA23/01704 - Horsepool Lodge, St Mellion, PL12 6RN

Change of use from holiday accommodation to residential property

Planning Officer: Shauna Vandermeulen

Consultation expiry date: 26th April 2023.

STATUS: Refused

[BK requested that item 8.1 be moved up the agenda to allow Mr. Billy Shinn to comment and depart].

8.1 Jubilee Bus Shelter

Mr. Shinn commented that the ash tree suffering from die back may be a hazard in due course. RJ confirmed that the Diocesan tree inspector has signed off on this for another 12 months.

The land has been cleared; two truckloads of rubble were removed.

A digger will be employed to level the cleared land and the tree stumps removed.

The remaining fence will be repaired this week.

Heathers and brackens will be planted on the levelled land as they provide curb side appeal and are low maintenance.

At the request of the resident, a spiky plant to be put abutting the fence to deter any burglars from using the fence to access the house on the other side.

The option of planting up a sensory garden was also discussed.

NH formally volunteered to be the councillor with responsibility for overseeing the maintenance of the Jubilee Bus Shelter site.

5.3. Other Planning Matters

- Neighbourhood Development Plan Working Group

The draft plan is very near completion and ready to be sent to Cornwall Council for review.

ACTION: RJ to get the latest traffic report for inclusion in the draft NDP.

6. Highway & Transport

6.1. Wildflower Planting at Viverdon Roundabout

Nothing to report.

6.2. Safe Passageway

Andrew Long is looking into the possibilities around creating a linking cycle path from Ashton turning to Dupath turning, RJ has shared the 2017 feasibility study with him.

Steve Crook and Jacquie Rapier have yet to meet.

ACTION: RJ to arrange a meeting with relevant parties, plus possibly Andrew Long if he is available.

7. Council Property & Assets

7.1. Any items to be reported

The grit bin to be moved from the hedge opposite the church entrance during the summer holidays.

ACTION: RJ to ask Fernbank to check/fit a solar light in the Jubilee Bus Shelter.

8. Project Updates

8.1. Jubilee Bus Shelter [see above]

8.2. To consider the uses for unspent reserves from the Coronation budget

PCC permission is being sought to place a Coronation bench in the churchyard, it is likely that a faculty will be required. An alternative site could be found at the Jubilee Bus Shelter.

Competitively priced and environmentally friendly recycled plastic benches have been identified.

The suggestion of creating a 'Coronation Garden' area at the bus stop was also discussed in line with the suggestion from Billy Shinn.

Research to be undertaken into King Charles III favourite plants.

ACTION: RJ to ask Mr. Shinn about ideas for planting a sensory garden.

9. Parish Council Governance

9.1. To note the increased charge for contested elections

The costs associated with holding a contested election have now risen to as much as £10K because of the costs associated with postal voting. RJ has requested an estimate of the likely cost for St. Mellion Parish to enable effective budgeting for yearend 2025.

9.2. To note options for Cyber Insurance:

RJ attended the SLCC Branch meeting on 29th June and received advice about cyber insurance which is a relatively new type of policy. The current insurance and the contract with Western Web do not cover the council for losses due to cyber-attacks such as ransomware, malware or other forms of criminal cyber fraud. RJ recommends getting a quote for a separate cyber insurance policy and seek a 'cyber health check'.

ACTION: RJ to do further research into recommendations and likely costs of cyber insurance policies.

10. Parish Council finances

10.1. To approve monthly payment schedule for July 2023

St. Mellion Parish Council					
Payment Schedule REVENUE Account					
DATE: July 2023					
PAYEE	Invoice Date	Invoice #	Description	Amount	Payment Type
R Jackaman	n/a	n/a	Clerk Salary and Reimbursements	£578.56	BACS
AG Accountancy Ltd	01/07/2023	3983	Payroll Services	£13.20	BACS
Truro Diocesan Board of Finance Ltd (Savills)	23/06/2023	839748	Permissive path annual fee	£100.00	BACS
Western Web	14/06/2023	23863	Email account upgrade	£86.40	BACS

Billy Shinn Tree & Garden Services	26/06/2023	21	Clearance work at Jubilee Bus Stop site	£400.00	BACS
Dawe, Hawken & Dodd	28/06/2023	1951	Internal Audit fee	£420.00	BACS
NEST	n/a	n/a	Employer + Employee contribution to clerk's pension	£45.82	DD
TOTAL				£1,643.98	

It was proposed by NH, seconded by AS and resolved to approve the payment schedule for July 2023, all in favour.

10.2. Quarterly Review (deferred from June meeting)

The Quarterly Review Spreadsheet was reviewed on screen.

It was proposed by BB, seconded by NH and resolved to approve the quarterly review for July 2023, all in favour.

10.3. Annual Audit outcomes

The audit has been submitted to BDO LLP and all relevant documents have been put on the website with signatures redacted, the public rights notification has been published.

11. Items for next Parish Council meeting agenda:

- Options for planting a Coronation Garden at Jubilee Bus Shelter.
- Contested election charges estimate.
- Cyber Insurance quotes
- Quarterly Review
- Asset Checks
- Closed session for Staff Review.

12. Date and time of next meeting: 12th September 2023

BK closed the meeting at 21:04.