

St. Mellion Parish Council Meeting
Tuesday 12th March 2024 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)

IN ATTENDANCE:

Parish Clerk Ren Jackaman (RJ).
One member of the public (left at 20:09).

1. Councillor matters

- 1.1. *To receive apologies for absences:* None
- 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 13th February 2024*
(viewed onscreen and sent as pre-reading)

It was proposed by AS, seconded by BB and agreed to approve the minutes of the ordinary meeting of 13th February 2024 as a true record of the meeting, BK abstained as not present at meeting, all in favour.

- 2.2 *Matters Arising:* None.

- 2.3 *Clerk's Report & items actioned since last meeting:*

- Both overgrown hedges have been reported and the Highway Safety Inspector will visit both sites.
- The damage on Viverdon roundabout has been reported.
- Confirmed with Fernbank that they will send a quarterly invoice for cleaning bus shelters.
- RJ will be attending the CORMAC Spring Workshop at Launceston Rugby Club on Friday 22nd March.

3. Questions from the public & correspondence received

A member of the public in attendance let it be known that the PCC is seeking volunteers to cut the grass in the churchyard.

An update has been received from St. Mellion & Pillaton PCC:

The bulbs by the new bench have sprouted and there is a lovely display of daffodils and crocuses.

The clock is now being wound thanks to a temporary fix with scaffolding boards. An inspection is pending to establish costs involved in a permanent fix.

The date for a Flower Festival and Exhibition to help raise funds for the Tower is Friday 13th September to Wednesday 18th September. The theme will be "Clocks". Any offers of help nearer the time would be very welcome.

The current tenants of Glebe Field are giving up the rental at the end of March and have taken down the safety fence which separated the path from the horses. Since then the area has become polluted with dog faeces. This could jeopardise Diocesan permissions for dog walkers using the field.

ACTION: RJ to arrange for info posts to be put on the St. Mellion & Pillaton Hub about the above issues/opportunities.

HG has received an email from St. Mellion Primary School making the council aware of unauthorised car parking in school grounds. As this site is privately owned by the Diocese of Truro, any measures will need to be undertaken by them. An offer was also made to put any community notices up in the school, which is gratefully received.

4. Community & Stakeholders:

4.1. Community Area Partnership update

AS gave a report on meeting of 7th March 2024.

The new arrangements for curbside waste recycling was explained. Leaflets with detailed instructions will be sent to all households, new bins have already been delivered. The measures are being put in place to encourage more recycling. Recycling collections will take place every week, non-recyclable collections once a fortnight. A roadshow will visit St. Dominic Parish Hall on 20th March 2024 between 10am-3pm.

4.2. Community Litter Pick 23rd March 2024

The date has been confirmed with Clean Cornwall and a poster advertising has been circulated on Facebook and noticeboards.

5. Planning matters

5.1. Planning Applications:

PA23/08163 & 8164: Mr. David Stell, Coryton Arms, St Mellion, PL12 6RJ

Proposed refurbishment and improvement of the existing public house and construction of new single and two-storey extensions to replace dilapidated twentieth century additions and Listed Building Consent for the same

Planning Officer: Ellen Lawrence

The amendment to the description of the above applications and the addition of a Green Infrastructure Plan and Statement were noted.

It was proposed by BK, seconded by HG and **RESOLVED** to reiterate the support of this planning application previously expressed at the meeting on 9th January 2024.

5.2. Enforcement Refusals, Approvals & Appeals: None

5.3. Neighbourhood Development Plan Working Group:

BK is looking at the suggestions made in the recent Cornwall Council review of the draft plan and exploring the new template for a shorter NDP. Criteria for a Neighbourhood Priority Statement have not yet been established.

5.4. Local Plan Update:

RJ attended the Preparing for the new Cornwall Local Plan webinar on 28th February. Changes will be implemented because of various pieces of legislation and influences at national level which effect the NPPF, more details will be forthcoming in Autumn 2024 and public consultation will be undertaken.

Principal changes likely to be implemented:

- Registration scheme for short term lets.
- Neighbourhood Priority Statements will become an option in addition to or instead of NDPs and the criteria are being established now.
- Cornwall Council is currently undertaking a 'call for sites' exercise which asks local councils and landowners to alert them to sites which may be suitable for development OR preservation. Councils which have an NDP in place have automatically done so for the most part. It was noted that councils nominating other people's land is likely to be controversial and problematic.

6. Highway & Transport

6.1. Wildflower Planting at Viverdon Roundabout: Nothing to report.

6.2. Traffic Monitoring on Church Lane and Speedwatch Group:

HG has completed her Speedwatch training, making four registered volunteers. On 13th March the volunteers

will be trained in how to safely monitor traffic and use the equipment.

6.3. Any other issues to note:

BK noted that the surface of the road around the Viverdon roundabout is in very poor condition. CORMAC appear to be aware as a sign has been put up.

NH has reported the exposed speed camera cable on the A388 via the online reporting system.

ACTION: RJ to raise these issues at the CORMAC session in Launceston and ask for update.

7. Council Property & Assets

7.1. Any issues to note:

BK noted that the grit bin at Dunstan Lane has been moved again following hedge trimming.

8. Project Updates: No current projects.

9. Parish Council Governance

9.1. Confirm date of AEM and APCM

Local elections are now confirmed as taking place in May 2025, therefore the proposed date of the AEM and APCM of 14th May is confirmed.

ACTION: RJ to advertise the AEM.

9.2. Review of current policies

The draft IT policy has been updated with recommendations as to data cleaning from B. Isaacs and AVG free version.

10. Parish Council finances

**10.1. To approve monthly payment schedule for March 2024
(viewed onscreen and sent as pre-reading)**

St. Mellion Parish Council

Payment Schedule REVENUE Account

DATE: March 2024

PAYEE	Invoice Date	Invoice #	Description	Amount	Type
R Jackaman	n/a	n/a	Clerk Salary and Reimbursements	£572.66	BACS
AG Accountancy Ltd	04/03/2024	4213	Payroll Service	£13.20	BACS
Western Web Ltd	29/02/2024	24298	Resolve AVG issues on Council laptop	£18.00	BACS
NEST	n/a	n/a	Employer + Employee contribution to clerk's pension	£44.88 DD	
Unity Trust Bank	n/a	n/a	Bank Charges	£18.00	SO
TOTAL				£666.74	

Community Account

PAYEE	Invoice Date	Invoice #	Description	Amount	Type
Unity Trust Bank	31/03/2023	n/a	Bank Charges	£18.00	SO
TOTAL			£18.00		

It was proposed by NH, seconded by PS and agreed to approve the payment schedule for March 2024, all in favour.

10.2. Tender for maintenance of Jubilee Bus Stop update:

An advert has been placed with Tindle Newspapers at a charge of £78.00 plus VAT, to appear on 13th March 2024. The tender request has been advertised on Facebook. The deadline for applications is 30th April 2024. One application has been received to date.

10.3. New Noticeboard for Village:

NH will do some remedial repairs to the village noticeboard.

The existing posts at the Glebe are still sound but the noticeboard is very badly deteriorated. NH will dismantle the damaged board for reasons of safety.

11. Items for next Parish Council meeting agenda:

- End of Year Financial Review
- Internal Audit arrangements & AGAR preparation.
- Speedwatch update.

BK gave her apologies for the next meeting.

12. Date and time of next meeting: 9th April 2024

BK closed the meeting at 20:33.

DRAFT