

St. Mellion Parish Council Meeting
Tuesday 11th June 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).

IN ATTENDANCE:

Parish Clerk Ren Jackaman (RJ).

1. Councillor matters

1.1. To receive apologies for absences:

Cllr Nick Habermehl (NH) gave his apologies as he is on holiday.

It was proposed by BK, seconded by BB and AGREED to accept the apologies of NH, all in favour.

1.2. To receive declarations of pecuniary interests:

HG & BB declared for item 5.1 as the property in the planning application question neighbours their properties.

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 Annual Electors Meeting of 14th May 2024 (sent as pre-reading)

It was proposed by HG seconded by BB and RESOLVED to approve the minutes of the Annual Electors' Meeting on 14th May 2024 as a true record of the meeting, all in favour.

2.2 To approve the minutes of the Annual Parish Council Meeting of 14th May 2024 (sent as pre-reading)

It was proposed by PS, seconded by BB and RESOLVED to approve the minutes of the Annual Parish Council Meeting on 14th May 2024 as a true record of the meeting, all in favour.

2.3 To approve the minutes of the Ordinary Meeting of 14th May 2024 (sent as pre-reading)

It was proposed by AS seconded by HG and RESOLVED to approve the minutes of the Ordinary Meeting on 14th May 2024 as a true record of the meeting, all in favour.

2.4 Matters Arising

It has been confirmed that the traffic figures from the Church Lane survey can be shared for information purposes. Ben has produced a breakdown for review.

Billy Shinn has asked if any work is required to the far end of the Jubilee Bus Shelter site, specifically in terms of trimming back the laurel. RJ has explained that a tree survey will be undertaken soon and once that is reviewed this can be considered.

The latest road resurfacing works do not appear to have included Viverdon Roundabout.

2.5 Clerk's Report & items actioned since last meeting:

The General Election has been announced for the 4th of July 2024 but local elections in Cornwall are still scheduled for May 2025. The council is now in purdah.

3. Questions from the public & correspondence received

The new SWASFT officer has offered free defibrillator training, BK has suggested August and will seek a date for renting a room at the Golf Club.

4. Community & Stakeholders:

The next edition of the Mellanus News should be published before the end of June 2024.

BK has purchased two solar powered soldier lights for the D-Day 80th anniversary which have been placed at the War Memorial.

5. Planning matters

5.1. *Planning Applications:*

PA24/O3866: St Mellion Estate, St Mellion, Saltash, PL12 6SD

Application for the approval of reserved matters of appearance, landscaping, layout and scale for up to 160 holiday lodges (Phase 2) details following outline consent PA19/10510 dated 28.05.2020

Consultation Expiry Date: 19th June 2024.

Planning Officer: George Shirley.

(HG and BB left the meeting).

The application documents were viewed onscreen, and the following issues were noted:

- This is following up on the outline planning permission granted in 2019.
- It was noted with surprise that no public consultation has been undertaken at this stage of the application process.
- The number of lodges has been reduced from the amount detailed in the outline planning permission.
- Elements such as the doctor surgery, farm shop etc. have been omitted and lodges assigned to the space allocated to these at Hillside.
- The lakeside lodges will be bordering an irrigation pond rather than a lake, it is presumed that works would also need to be undertaken to improve the aesthetic aspects of the pond, but this does not appear in the outlined works.
- The previous plan encroached on privately owned land near the pond, the new plan does not.
- In all the plans included in this application the density of the lodges is far too high and the number proposed needs to be reduced considerably. The number currently outlined in the plans constitutes a dramatic over development on all the intended sites.
- The various designs of the lodges are not attractive or in keeping with the surroundings, being essentially static caravans, rather than buildings.
- A caravan and camping licence for the sites would need to be applied for.
- The provision of planned footpaths and walkways was praised.
- It was queried whether self-catering could be supported by local infrastructure. There is a lack of amenities on site with regard to purchasing supplies.
- It was also queried how the pond site would be accessed by vehicles and where any vehicles could be parked.

It was proposed by PS, seconded by AS and RESOLVED not to support the application PA24/O3866 all in favour.

(HG and BB returned to the meeting).

5.2. *Enforcement Refusals, Approvals & Appeals:*

PA24/O1887 Louise Evans Woolaton Barn, St Mellion, PL12 6RN.

Internal works to Grade II dwelling as well as erection of garage to serve the dwelling.

Planning Officer: Ellen Lawrence.

Consultation Expiry Date: 7th May 2024 (extension granted to 15th May 2024).

Planning Officer: Ellen Lawrence.

Status: Awaiting Decision**PA24/02394 Louise Evans Woolaton Barn, St Mellion, PL12 6RN.**

Listed Building Consent: Internal works to Grade II dwelling as well as erection of garage to serve the dwelling.

Planning Officer: Ellen Lawrence.

Consultation Expiry Date: 7th May 2024 (extension granted to 15th May 2024).

Status: Awaiting Decision**23/00224/REF Mr. Peter Newton, Horsepool Lodge, St Mellion, PL12 6RN**

Change of use from holiday to residential dwelling.

Appeal against refusal of PA23/07772.

Case Officer: Tamsin Burr.

Start Date: 15th April 2024.

Expiry Date for comments: 20th May 2024.

Status: In Progress

It was also noted that the resubmitted Coryton Arms application and listed building consent have now been approved.

6. Council Property & Assets**6.1. Asset Checks (shown onscreen and sent as pre-reading)**

PS queried whether Fernbank also clean the roofs of the bus shelters, as they are quite dirty.

ACTION: RJ to ask Fernbank Advertising if they can also clean the roofs of bus shelters.

Peter the electrician has confirmed that the phone box is safe. He is going to undertake a further assessment to see what needs to be done to fix the overheating and lights.

7. Parish Council Governance**7.1. New Model Financial Regulations**

Deferred to September meeting.

8. Parish Council finances**8.1. To approve monthly payment schedule for June 2024 (shown onscreen and sent as pre-reading)**

St. Mellion Parish Council					
Payment Schedule					
REVENUE Account					
DATE: June 2024					
PAYEE	Invoice Date	Invoice #	Description	Amount	Payment Type
R Jackaman	n/a	n/a	Clerk Salary and Reimbursements	£617.39	BACS
Angela Greenhough	03/06/2024	4293	Payroll Services	£14.48	BACS
B. Kent (reimbursement)	17/05/2024	99894	D-Day 80th anniversary solar lights x 2	£55.97	BACS
Zurich Insurance	17/04/2024	532649045	Renewal Premium to 28th May 2025	£1,100.22	Paid by BACS 28/05/2024
Dawe, Hawken & Dodd	31/05/2024	3938	Internal Audit fee	£450.00	BACS
ROOTED Tree Surgery & Arboriculture	03/06/2024	170	Bus Stop Maintenance	£200.00	BACS
NEST	07/06/2024	n/a	Employer + Employee contribution to clerk's pension	£47.55	DD
Unity Trust Bank	n/a	n/a	Bank Charges	£18.00	SO
TOTAL				£2,503.61	

Community Account	Invoice Date	Invoice #	Description	Amount	Type
PAYEE					
Unity Trust Bank	n/a	n/a	Bank Charges	£18.00	SO
TOTAL			£18.00		

It was proposed by PS, seconded by HG and RESOLVED to approve the payment schedule for June 2024, BK abstained as a reimbursement due to her is included, all in favour.

8.2. Quarterly Financial Review (shown onscreen and sent as pre-reading)

It was proposed by PS, seconded by HG and RESOLVED to approve the Quarterly Review, all in favour.

8.3. Confirm AGAR progress:

Confirmation of receipt of certificate of exemption has been supplied by BDO LLP.

8.4. Review VAT claim (shown onscreen and sent as pre-reading):

The total VAT claim for ye 31st March 2024 is £621.92.

It was proposed by PS, seconded by AS and RESOLVED to approve the proposed VAT Claim for year-end 31st March 2024, all in favour.

8.5. Confirm renewal of Insurance Policy:

Renewal confirmed with Zurich and payment of premium made on 29th May 2024.

8.6. Tree Survey quotes

Three firms were approached using the Institute of Chartered Foresters Directory, two of those firms have quoted and one declined. The details were viewed onscreen.

It was proposed by PS, seconded by BB and RESOLVED to accept the quote from Evolve Tree Consultancy for the sum of £500 + VAT, all in favour.

ACTION: RJ to confirm with Evolve Tree Consultancy and determine a date for the tree survey at Jubilee Bus Stop.

8.7. Advertising Community Grant Scheme

The poster was shown onscreen, the deadline date for applications is set at 31st August 2024.

9. Items for next Parish Council meeting agenda:

BB gave his apologies for the next meeting.

10. Date and time of next meeting: 9th July 2024

BK closed the meeting at 20:13