

**St. Mellion Parish Council Meeting  
Tuesday 11<sup>th</sup> March 2025 at 7p.m.  
St. Mellion Church Hall  
Minutes**

**PRESENT:**

Cllr. Bridie Kent (BK) 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 (left at 19:50).

**1. Councillor matters**

*1.1. To receive apologies for absences:*

Cllr. Nick Habermehl (NH) has sent his apologies due to a work commitment.  
Cllr. Pam Sambrook (PS) Vice Chair sent apologies due to illness.

It was proposed by BK, seconded by HG and agreed to accept the apologies of NH & PS, all in favour.

*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 11<sup>th</sup> February 2025*

The minutes of the ordinary meeting of 11<sup>th</sup> February 2025 were sent as pre-reading and shown onscreen.

It was proposed by HG, seconded by AS and agreed to approve the minutes of the ordinary meeting of 11<sup>th</sup> February 2025 as a true record of the meeting, all in favour (BB abstained as not present at the last meeting).

*2.2 Matters Arising: None.*

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

- RJ has asked Dawe, Hawken & Dodd if they are happy to do the internal audit this year. The Engagement letter has been received and will be put on the agenda for next month to be approved, along with the end of year quarterly review.
- Details of the local elections have been added to the website.
- RJ now has the candidate packs and there are a couple spare for anyone who needs one.

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

PC Pip has visited a parishioner about using Church Lane illegally and has received a promise that they will discontinue this behaviour.

The Range Rover which was involved in the incident with a pedestrian on Church Lane has been confirmed as having 'ghost plates,' which will make it quite hard for the police to trace. PC Pip has also been around the area in Saltash and Callington doing outreach with the community.

#### 4. Community & Stakeholders

##### 4.1. Litter Pick

The next litter pick has been booked for 29<sup>th</sup> March and advertised on social media. PS has found that the grit bin at the end of Dunstan Lane has rubbish in it, which will be attended to during the litter pick.

##### 4.2. VE Day 2025 – Thursday 8<sup>th</sup> May 2025

Events can be registered at the VE Day 80 website.

Suggested activities are:

- All day: Eat Fish & Chips
- Have a street party
- Bake a WI celebration cake.
- 6:30 pm: Ring Church Bells
- 9:30 pm: Light a beacon or a lamp of peace, sing 'I vow to thee my country.'

A beacon is not possible in the village as this was ruled out for the Coronation.

Any event will rely on help from the PCC and WI.

A working party could be formed but at least three crucial members of such a group will be absent. No funds have been put aside in reserves, but a working party formed independently of the council could apply for a grant from the community fund to cover costs.

It has been confirmed that the remaining S106 monies held by Cornwall Council could be put towards VE Day. There is £419.45 left in the fund.

For reference, pasties for Jubilee and Coronation cost £350, fireworks, £200.

Mr. Hammond has offered to hold a barbecue and fireworks event on his property, for which thanks were given.

It was proposed by BK, seconded by BB and resolved to purchase a VE Day flag to display in the village and to reimburse reasonable costs associated with barbecue and fireworks using the S106 funds above, subject to S137 limit if no other power to spend can be used, all in favour.

**ACTION: After end of financial year (31<sup>st</sup> March 2025) RJ to purchase VE Day flag and request the transfer of funds from S106 to the Community Account.**

##### 4.3. Mellanus News:

The next edition is currently being compiled and will include details of both VE Day and the Cherry Feast.

#### 5. Planning matters

##### 5.1. Planning Applications:

None.

##### 5.2. Enforcement Refusals, Approvals & Appeals:

None.

##### 5.3. Neighbourhood Priority Statement Working Group:

The working party met on Tuesday 4<sup>th</sup> March and the formal expression of interest in being part of the NPS pilot has been sent to Cornwall Council.

The submitted NPS will need to be tweaked to fit into the Cornwall Council template, which has not yet been released. Once approved as a draft it will be uploaded to the website and there will be a consultation process. If supported, it goes live and lasts for 20 years. There is an online NPS meeting on 12<sup>th</sup> March which BK and HG will attend.

#### 5.4. Local Sites survey:

RJ has sent the council recommendations of suitable sites to Cornwall Council. The deadline for input is 19<sup>th</sup> March 2025.

## 6. Highways, Rights of Way, Environment & Transport

### 6.1. Church Lane & Speedwatch update:

A Speedwatch event will take place soon, PC Pip will attend.

RJ attended the CAP meeting on Thursday 6<sup>th</sup> March and Church Lane was on the agenda. Unfortunately, they did not have time to deal with it, but RJ spoke with Chris Sims, who has conferred with Highways, and they confirm that everything that can be done has been done or is being done.

### 6.2. Any other issues to note:

- There was a single vehicle accident on the A388 involving a BMW on Sunday 9<sup>th</sup> March. The car hit a low wall inside the 30mph zone and span in the road.
- Road Traffic Regulation Act 1984 S.14: Temporary Prohibition of Traffic  
Location: Road from Axford Hill to Vallards Lane, Pillaton  
Timing: 28th March 2025 to 28th March 2025 (09:00 to 16:00 hours)  
Contact: Sunbelt Rentals Ltd on 0370 0500 792, email: surveys@sunbeltrentals.co.uk

## 7. Council Property & Assets

### 7.1. Asset Checks (the asset check spreadsheet was shown onscreen)

NH has confirmed all the assets he checks are in order.

PS confirmed that the grit bins at the end of Dunstan Lane are in order, apart from some refuse in the unused one and a road sign lying between them.

The defibrillator in the phone box has had the pads changed as they expire at the end of March 2025.

Lights in the bus stops are intermittent but that is mostly due to winter sunshine levels.

All other assets were in order.

It was noted that the local road signs have been washed lately.

## 8. Parish Council Governance

### 8.1. Local elections:

Reminder of upcoming election events

Publication of Notice of Election Candidate Packs available. Purdah begins.	Friday 14 March 2025
Deadline Receipt of Nominations	4:00pm Wednesday 2 April 2025
Deadline Withdrawal of Candidate	4:00pm Wednesday 2 April 2025
Deadline Appointment of Election Agents	4:00pm Wednesday 2 April 2025
Deadline Publication of Notice of Election Agents	4:00pm Wednesday 2 April 2025
Publication of Statements of Persons Nominated	4:00pm Thursday 3 April 2025
Last Date for Registration	Friday 11 April 2025

*8.2. Any issues to note:*

The Code of Conduct training sessions following the elections will take place on:

- Tuesday 20<sup>th</sup> June AM online £25 per delegate
- Tuesday 24<sup>th</sup> June PM online £25 per delegate
- Tuesday 15<sup>th</sup> July PM Face to Face in East Cornwall (venue tbc) £27.50 per delegate

**9. Parish Council finances***9.1. To approve monthly payment schedule for March 2025*

<b>St. Mellion Parish Council Payment Schedules</b>					
<b>DATE: March 2025</b>					
<b>REVENUE ACCOUNT</b>					
<b>Payee</b>	<b>Invoice Date</b>	<b>Invoice #</b>	<b>Description</b>	<b>Amount</b>	<b>Type</b>
R Jackaman	n/a	n/a	Clerk Salary and Reimbursements (including backdated pay award)	£589.92	BACS
AG Accountancy Ltd	03/03/2025	4532	Payroll Service	£14.48	BACS
S & S Garden Services	10/03/2025	n/a	Jubilee bus stop monthly maintenance	£150.00	BACS
NEST	09/03/2025	n/a	Employer + Employee contribution to clerk's pension	£49.99	DD
Unity Trust Bank	28/02/2025	n/a	Monthly Service Charge	£6.00	SO
<b>TOTAL</b>				<b>£810.39</b>	
<b>COMMUNITY ACCOUNT</b>					
<b>Payee</b>	<b>Invoice Date</b>	<b>Invoice #</b>	<b>Description</b>	<b>Amount</b>	<b>Type</b>
Unity Trust Bank	28/02/2025	n/a	Monthly Service Charge	£6.00	SO
<b>TOTAL</b>				<b>£6.00</b>	

It was proposed by BB, seconded by AS and resolved to approve the payment schedule for March 2025, all in favour.

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

- End of Year Quarterly Review
- Internal Audit arrangements
- Litter Pick feedback
- Election update
- VE Day (possibly matters arising)

**11. Date and time of next meeting 8<sup>th</sup> April 2025**

BK closed the meeting at 20:08.