

St. Mellion Parish Council Meeting
Tuesday 9th September 2025 at 7:00 p.m.
St. Mellion Church Hall
Agenda

1. Councillor matters

- 1.1. *To receive apologies for absences*
- 1.2. *To receive declarations of pecuniary interests*
- 1.3. *To receive declarations of non-registrable interests*
- 1.4. *To approve written requests for dispensations*

2. Previous Parish Council meetings

- 2.1 *To approve the minutes of the Ordinary Meeting of 8th July 2025 (sent as pre-reading)*
- 2.2 *To approve the minutes of the Extraordinary Meeting of 23rd July 2025 (sent as pre-reading)*
- 2.3 *Matters Arising*
- 2.4 *Clerk's Report & items actioned since last meeting:*

3. Questions from the public & correspondence received*

4. Report of County Councillor for Lynher - Jim Gale

5. Community & Stakeholders

- 5.1. *Proposed Solar Farm for SE Cornwall*
- 5.2. *Tamar to Moor CAP meeting report*
- 5.3. *Litter Pick:*

6. Planning matters*

6.1. *Planning Applications:*

PA25/05856 Mr and Mrs Greeta and Anthony Jope, Keason Farm, Pillaton, Saltash, PL12 6QP

Full Planning Application proposing the unrestricted residential use (Use Class C3 dwellinghouse) of a detached building (named Pear Tree Cottage) which is currently subject to occupancy controls (condition 3 of Application No: 03/01862/FUL dated 23rd June 2004) by the change of use of an existing lawful holiday unit (converted barn) into one independent residential unit and which involves no new construction works.

Application Validated: 18 August 2025

Consultation Deadline: 10th September 2025

Case Officer: Ellen Lawrence

PA25/00001/NDP Callington and Kelly Bray Neighbourhood Development Plan

Consultation Deadline: 25th September 2025

Case Officer: Michaela Pollard

6.2. *Enforcement Refusals, Approvals & Appeals*

PA25/03659 Mr. Fred Rogers, Amydown Quarry, Blunts,

Erection of an agricultural storage building - regularisation application for building previously approved under PA24/00126

STATUS: Approved

PA25/04854 Mr and Mrs Cuming, Amy Tree Barn St Mellion Saltash, PL12 6RX

Proposed Garage/Store/Plant Room.

STATUS: Awaiting Decision

PA25/02024 Mr. Oliver Coryton, Crocadon Farm, St Mellion, PL12 6RL

Listed Building Consent for reinstatement of the property, with associated works.

STATUS: Awaiting Decision

6.3. *Neighbourhood Priority Statement Working Group:*

7. Highway & Transport

- 7.1. *Church Lane & Speedwatch*
- 7.2. *Any other issues to note*

8. Council Property & Assets

- 8.1. *Tree Survey update:*
- 8.2. *Asset Checks:*
- 8.3. *Approval of revised maintenance contract for Jubilee Bus Stop:*

9. Parish Council finances

- 9.1. *To approve monthly payment schedule for August & September 2025 (see next page)*
- 9.2. *Quarterly Financial Review*
- 9.3. *Confirmation of changes to the bank mandate:*
- 9.4. *Poppy Wreath order:*
- 9.5. *Review any grant applications:*

10. Parish Council Governance

- 10.1. *Code of Conduct training*
- 10.2. *DRB checks*
- 10.3. *Establish change of date for the APCM and AEM in May 2026.*

11. Items for next Parish Council meeting agenda:

12. Date and time of next meeting 14th October 2025

Closed session for annual staff review.

** to include any correspondence and planning applications received after this agenda is published but prior to the meeting*
St. Mellion Parish Council Agenda 9th September 2025 Ren Jackaman - Parish Clerk clerk@stmellion-pc.gov.uk

St. Mellion Parish Council - Payment Schedule

DATE: August 2025

REVENUE Account

PAYEE	Invoice Date	Invoice #	Description	Amount	Payment Type
R Jackaman	n/a	n/a	Clerk Salary and Reimbursements	£682.02	BACS
AG Accountancy Ltd	31/07/2025	4639	Payroll Services	£15.01	BACS
S&S Garden Services	15/08/2025	n/a	Monthly maintenance of Jubilee bus shelter	£150.00	BACS
Fernbank Advertising Ltd	01/07/2025	29301	Accidental undercharge rectification	£216.00	BACS
SLCC	n/a	n/a	Membership Renewal for clerk	£150.00	BACS
CALC	25/07/2025	2526-389	Code of Conduct Training	£180.00	BACS
NEST	09/0/2025	n/a	Employer + Employee contribution to clerk's pension	£55.75	DD
Unity Trust Bank	n/a	n/a	Monthly Service Charge	£6.00	SO
TOTAL				£1,454.78	

Community Account

PAYEE	Invoice Date	Invoice #	Description	Amount	Type
Unity Trust Bank	n/a	n/a	Bank Charges	£6.00	SO
TOTAL				£6.00	

DATE: September 2025

REVENUE Account

PAYEE	Invoice Date	Invoice #	Description	Amount	Payment type
R Jackaman	n/a	n/a	Clerk Salary and Reimbursements	£612.84	BACS
AG Accountancy Ltd	01/09/2025	4666	Payroll Services	£15.01	BACS
S&S Garden Services	TBC	n/a	Monthly maintenance of Jubilee bus shelter	£150.00	BACS
A M Lane Ltd Tree Consultancy	TBC	TBC	Tree Survey at Jubilee Bus Stop	TBC	BACS
NEST	n/a	n/a	Employer + Employee contribution to clerk's pension	£51.13	DD
Unity Trust Bank	n/a	n/a	Monthly Service Charge	£6.00	SO
TOTAL				£834.98	

Community Account

PAYEE	Invoice Date	Invoice #	Description	Amount	Type
Unity Trust Bank	n/a	n/a	Bank Charges	£6.00	SO
TOTAL				£6.00	