

**St. Mellion Parish Council Meeting
Tuesday 14th October 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 9th September 2025*
- 2.2 To approve the minutes of the Closed Session of 9th September 2025*
- 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. Litter Pick:*

6. Planning matters*

- 6.1. Planning Applications:*
- 6.2. Enforcement Refusals, Approvals & Appeals*

[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.

Case Officer: Ellen Lawrence

Status: Pending Consideration

[PA25/00001/NDP](#) Callington and Kelly Bray Neighbourhood Development Plan

Consultation Deadline: 25th September 2025

Case Officer: Michaela Pollard

Status: Pending Consideration

[PA25/02024](#) Mr. Oliver Coryton, Crocadon Farm, St Mellion, PL12 6RL

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

STATUS: Approved with conditions

- 6.3. Neighbourhood Priority Statement Working Group:*

7. Highway & Transport

- 7.1. Church Lane & Speedwatch*
- 7.2. CAP Community Road Safety Campaign*
- 7.3. Any other issues to note*

8. Council Property & Assets

- 8.1. Any issues to report*

9. Parish Council finances

- 9.1. To approve monthly payment schedule for October 2025 (see next page)*
- 9.2. Quarterly Review*
- 9.3. Review South Western Ambulance Charity grant application*

10. Parish Council Governance

- 10.1. New compliance requirements of Practitioners Guide 2025 for Assertion 10 of AGAR*
- 10.2. DBS checks update*

11. Items for next Parish Council meeting agenda

12. Date and time of next meeting 11th November 2025

Closed session

** to include any correspondence and planning applications received after this agenda is published but prior to the meeting*
St. Mellion Parish Council Agenda 14th October 2025 Ren Jackaman - Parish Clerk clerk@stmellion-pc.gov.uk

St. Mellion Parish Council
Payment Schedule REVENUE Account

DATE: October 2025

PAYEE	Invoice Date	Invoice #	Description	Amount	Type
R Jackaman	n/a	n/a	Clerk Salary & Reimbursements	£665.06	BACS
AG Accountancy Ltd	02/10/2025	4693	Payroll Services	£15.01	BACS
S&S Garden Services	tbc	n/a	Monthly maintenance of Jubilee bus shelter	£150.00	BACS
ICO	08/10/2025	00065d151153	Data Protection Fee	£40.00	BACS
Fernbank Advertising Ltd	01/10/2025	29666	Bus shelter cleaning 3rd quarter	£288.00	BACS
Cornwall Council	30/09/2025	8100613372	Uncontested election Charge	£305.25	BACS
NEST	09/10/2025	n/a	Employer + Employee contribution to clerk's pension	£55.41	DD
Unity Trust Bank	30/09/2025	n/a	Monthly Service Charge	£6.00	SO
TOTAL				£1,536.73	

Community Account

PAYEE	Invoice Date	Invoice #	Description	Amount	Type
Unity Trust Bank	30/09/2025	n/a	Monthly Service Charge	£6.00	SO
St. Mellion Parish Council Revenue account	08/10/2025		Internal Transfer Grant reimbursement	£530.00	Transfer
TOTAL				£536.00	