

St. Mellion Parish Council Meeting
Tuesday 11th November 2025 at 7:00 p.m.
St. Mellion Church Hall
Minutes

PRESENT:

Cllr. Bridie Kent (BK) Chair
Cllr. Hilary Gill (HG) Vice Chair
Cllr. Ben Bryan (BB)

IN ATTENDANCE:

Ren Jackaman – Clerk & RFO
Jim Gale – County Councillor for Lynher
Three members of the public

1. Councillor matters

1.1. To receive apologies for absences:

Apologies received from Cllr. Angela Perret (AP) as she is out of the country.
Apologies received from Cllr. Adam Sturtridge (AS) as currently out of the country.
Apologies received from Cllr. Nick Habermehl (NH) as he has an unexpected work commitment.

It was proposed by HG, seconded by BB and agreed to accept the apologies of AP, AS and NH 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 of 14th October 2025:

The minutes were sent as pre-reading.

It was proposed by BB, seconded by HG and agreed to approve the minutes of the ordinary meeting on 14th October 2025 as a true record of the meeting, all in favour.

2.2 To approve the minutes of the Closed Session of 14th October 2025:

The minutes were sent as pre-reading.

It was proposed by BB, seconded by HG and agreed to approve the minutes of the closed session on 14th October 2025 as a true record of the meeting, all in favour.

2.3 Matters Arising: None

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

- The contract for the maintenance of the Jubilee Bus Shelter site has been signed.
- St. Mellion Flowers kindly produced a new wreath for the Remembrance Service on Sunday 9th November and donated it free of charge.
- The 30th Anniversary of the Tamar Valley National Landscape (formerly AONB) is this year and tomorrow sees the Annual Forum hosted by St. Mellion Golf & Country Club.
- Public drop in sessions to collect information and views on the Cornwall Local plan are being held across the county. The nearest one is on Tuesday 18th November between 11am - 2pm in Callington Cricket Club.
- St. Dominick Parish Council has a new Parish Clerk.

3. Questions from the public & correspondence received

David Skelton – Chair of SHARE (South Hill Association for Renewable Energy) addressed the council on proposed solar farm. In particular about the concern about the loss of the use of good agricultural land. Concerns were also expressed about the lack of options for community energy schemes. Local projects tend to get more community support but are not easy to set up but are possible as SHARE has proven.

NH arrived at the meeting.

4. Report of County Councillor for Lynher - Jim Gale:

- SEND (Special Education Needs & Disabilities) is a contentious issue at the moment with much support and funding being withdrawn. This has caused significant problems for several constituents, and it has been raised with all parties who are responsible for safeguarding vulnerable children. The ombudsmen has also been engaged.
- Home Choice is a scheme for finding houses in the rental market for families in need of accommodation and has 23,000 subscribers. The average house in Cornwall is £35-£40K more expensive than on the other side of the Tamar.
- Cornwall Heritage Trust are going to reopen the mining heritage museum at the World Heritage Site at Minions, which was closed due to lack of funding.
- There is a need to identify housing which can be used as emergency accommodation for families. Lots of suitable dwellings are being overlooked.

5. Community & Stakeholders

5.1. Litter Pick Report:

Ten bags of rubbish were collected by a group of seven volunteers.
An abandoned car was also reported at Dunstan Quoin.

6. Planning matters

6.1. Planning Applications:

[PA25/07654](#) Mr & Mrs M Lawther, 9 Lake View, St Mellion, PL12 6UX

Proposed rear extension.

Case Officer: Sarah Tatton

Application Validated: Tue 14 October 2025

Deadline for Consultation: extended to 12th November 2025

The planning documents were sent as pre-reading and viewed onscreen.
Discussion followed, during which the following points were noted:

- The proposed materials appear to be in keeping with the existing building.
- The property is not overlooked and is on a steep hill area.
- The proposed extension is not imposing.

It was proposed by BK, seconded by NH and resolved to support planning application PA25/07654, all in favour.

[PA25/07359](#) Mr. David Stell, Coryton Arms, St. Mellion, PL12 6RJ

Non-material amendment in relation to decision notice PA23/08163 dated 29/05/2024 to install a wood-burning stove to the rear extension of the bar area.

Case Officer: Ellen Lawrence

Application Validated: Tue 24 October 2025

Deadline for Consultation: extended to 12th November 2025

The planning documents were sent as pre-reading and viewed onscreen.
Discussion followed, during which the following points were noted:

- The woodburning stove is intended for the small extension off the bar, which has no form of heating, and which cannot be served by central heating because the piping cannot be run through the extension.
- The new chimney will be hidden from view by the existing chimney and will not be seen from the road.
- This proposal does not affect the listed part of the building.

It was proposed by BB, seconded by Hg and resolved to support planning application PA25/07359, all in favour.

[PA25/08325](#) Mr. Jeremy Lai-Hung, Andros, Dunstan Quoin, St. Mellion, PL12 6RX
Erection of garage/ gym/games room and workshop with variation of Condition 2 of Decision Notice PA23/07719 dated 10.11.2023.

Case Officer: Ellen Lawrence

Application Validated: Tuesday 10th November 2025

Deadline for Consultation: 2nd December 2025

The planning documents were sent as pre-reading and viewed onscreen.
No issues were found with this amendment to the original plan.

It was proposed by BK, seconded by BB and resolved to support planning application PA25/08325, all in favour

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.

Ellen Lawrence

Status: 5 day notice issued by Cornwall Planning

The planning officer has been asked to provide a breakdown comparison of this application and PA23/07772 together with the relevant changes in the housing quota for Cornwall and the recent Government White Paper to give clarity on the need for the five day notice. No information has been forthcoming.

The council has chosen Option 2 agree to disagree.

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

Consultation Deadline: 25th September 2025

Case Officer: Michaela Pollard

Status: Pending Consideration

6.3. *Neighbourhood Priority Statement Working Group:*

There has not been a meeting of the working party, but the final draft is due to be completed by New Year.

7. Highway & Transport

7.1. *Church Lane & Speedwatch:*

Nothing to report.

7.2. *CAP Community Road Safety Campaign:*

The Tamar to Moor CAP Road Safety Campaign has begun on social media, posts are being shared across local community groups. If you see a post, please share it.

7.3. *Any other issues to note:*

- The Grit bins have been filled by Cornwall Council.
- The traffic count equipment on the Callington to St. Mellion section of the A388 are to assess traffic in reference to new housing developments in Callington and elsewhere.

- A38 Saltash Tunnel update: currently testing the technology system (which controls the equipment in and around the tunnel) off site before being brought on site and test it in the tunnel. Approximately 70% of the new cabling is in place between the tunnel, bridge and control buildings. This will be completed in the coming weeks and will enable the system to be fully connected. There will be a pause of the weeknight overnight closures between 19th December and 2nd January for the Christmas period. The new tunnel control system is expected to be in operation from early in the new year. This will mean the 'tidal flow' (which allows lanes to change direction to manage traffic) will come back on. Once the switch on is complete there will be some further ancillary works taking place on site including installing signs. This work will require further weeknight closures. As work continues, speed restrictions will remain in place.

8. Council Property & Assets

8.1. Any issues to report:

The defibrillators are now on the circuit and notification has been received that they have been taken to properties for use by ambulance crews.

9. Parish Council finances

9.1. To approve monthly payment schedules for November 2025:

The payment schedules for November 2025 were sent as pre-reading and shown onscreen.

ST. MELLION PARISH COUNCIL PAYMENT SCHEDULES – NOVEMBER 2025 REVENUE ACCOUNT

Payee	Invoice Date	Invoice #	Description	Amount
R Jackaman	n/a	n/a	Clerk Salary & Reimbursements	£688.19
AG Accountancy Ltd	01/11/2025	4721	Payroll Service	£15.01
St. Mellion PCC	01/11/2025	SMPC/2025/Q1-4	Church Hall Hire for Jan-Dec 2025	£350.00
S&S Garden Services	11/11/2025	n/a	Bus Stop Maintenance monthly visit	£150.00
RBL	n/a	n/a	Remembrance Day donation	£50.00
Cornwall Council	09/11/2025	8100618255	DBS check fees	£197.50
NEST	n/a	n/a	Employer + Employee contribution to clerk's pension	£55.41
Unity Trust Bank	30/11/2025	n/a	Monthly Service Charge	£6.00
TOTAL				£1,512.11

COMMUNITY ACCOUNT

Payee	Invoice Date	Invoice #	Description	Amount
Unity Trust Bank	30/11/2025	n/a	Monthly Service Charge (October)	£6.00
South West Ambulance Charity	16/10/2025	n/a	Community Grant for volunteer driver project	£500.00
TOTAL				£506.00

Balances as of 1st November 2025:

Revenue Account: £16,026.35

Community Account: £16,840.72

It was proposed by NH, seconded by BB and resolved to approve the payment schedules for November 2025, all in favour.

9.2. Budget for year end 31st March 2027:

The draft budget was sent as pre-reading and shown onscreen.

Discussion followed and the following was noted:

- Ongoing maintenance costs including S&S Garden Services, Fernbank Advertising Ltd and the annual tree survey have been moved from Reserves to main expenditure, as these are now predictable. A small reserve for maintenance contingencies has been continued.
- The IT costs have been moved from reserves to expenditure as they are predictable and part of the general administration of the council. It is suggested that any donation towards the CAP Road Safety Campaign come from this fund.
- A new reserve for events has been set up, this follows several years of unexpected national events for which there was no budget set aside (Coronation, VE Day).

It was proposed by BB, seconded by NH and resolved to approve the budget for year ending 31st March 2027, all in favour.

9.3. Precept Request confirmation:

In accordance with 9.2 above, the precept request will be submitted before the deadline of 31st December 2025 for the sum of £15,250.00

It was proposed by BK, seconded by NH and resolved to approve the precept request of £15,250.00 for year ending 31st March 2027, all in favour.

10. Parish Council Governance

10.1. GDPR training for councillors update:

RJ has checked with CALC for councillor specific GDPR training. There is a CALC course at £35 per person on 16th February 2026. BK has provided a current GDPR certificate, so will not need training.

10.2. To confirm December recess and establish change of date for January 2026 meeting:

The council will be in recess during December 2025, unless there is a need for an extraordinary session. Several councillors will be absent on the proposed meeting date of 13th January 2026, and a request has been received to change the date of this meeting to 6th January 2026 in order that the council can be sure of quorate attendance.

It was proposed by BK, seconded by NH and resolved to move the date of the next meeting to Tuesday 6th January 2026

11. Items for next Parish Council meeting agenda:

- Annual Plan for ye 2027
- Set date of APCM and AEM in May 2026
- Quarterly Review
- Asset Checks

12. Date and time of next meeting 6th January 2026 at 7pm.

BK closed the meeting at 20:39