

**St. Mellion Parish Council Meeting
Tuesday 14th October 2025 at 7:00 p.m.
St. Mellion Church Hall
Minutes**

PRESENT:

Cllr. Bridie Kent (BK) Chair
Cllr. Hilary Gill (HG) Vice Chair
Cllr. Nick Habermehl (NH)
Cllr. Angela Perrett (AP)
Cllr. Ben Bryan (BB)

IN ATTENDANCE:

Parish Clerk Ren Jackaman (RJ).
Bert Bayley – Representative of EDF
12 members of the public (2 left at 19:21; 10 left at 19:40).

1. Councillor matters

1.1. To receive apologies for absences:

Cllr. Adam Sturtridge (AS) has offered apologies as he is out of the country.

It was proposed by AP seconded by NH and RESOLVED to approve the apologies of Cllr Adam Sturtridge, 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.

BK moved item 3 to this point in the agenda so that Bert Bayley of EDF could give a brief presentation on the proposed Viverdon Down Solar Farm and take questions from the public.

One item of correspondence was received in advance of the meeting from a member of the public who was unable to attend that meeting, expressing support for the proposed solar farm.

A member of the public queried the fencing off of the top of Glebe Field, it was explained that this was undertaken by the current tenant, with the approval of the Diocesan Solicitor, to protect livestock and that there is no permissive path in that area of Glebe Field.

2. Previous Parish Council meetings

2.1 To approve the minutes of the Ordinary Meeting of 9th September 2025:

The Minutes were sent as pre-reading.

It was proposed by NH, seconded by HG and RESOLVED to approve the minutes of the Ordinary Meeting on 9th September 2025 as a true record of the meeting, all in favour.

2.2 To approve the minutes of the Closed Session of 9th September 2025:

The Minutes were sent as pre-reading.

It was proposed by NH, seconded by HG and RESOLVED to approve the minutes of the Closed on 9th September 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:

- PC Pip Davey has visited St. Mellion Resort to address the problems with antisocial behaviour and buggies on the road.
- The kissing gate in Glebe Field has been fitted, and some new signage has also been put up.
- St. Mellion Flowers have agreed to make a wreath for Remembrance Sunday.

3. Questions from the public & correspondence received (see above)

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

Report from full council meeting held on the 16th of September where the main motions put forward were as follows:

- Motion for trial parking at Launceston cattle market car park, which would see a suggested £1.00 parking charge as a trial for 12 months to encourage shoppers back into the town, this was passed to cabinet for a decision.
- Motion to work towards a cleaner Cornwall was voted through, although it was in principle more an ideal rather than an actual implemented structured plan.
- Working to end the SWW sewage scandal, again this was taken to cabinet and apparently CC want a soft approach as a new SWW CEO has just been appointed and CC want to work with that person rather than enforce change.
- Safeguarding CC Farm Estates to stop the sell off of land, again taken to cabinet.
- Motion to give all councillors a mobile phone and separate number was tabled, although Reform would be against this idea due to costs on the taxpayers and value for money on such expenditure; this was also removed and sent to cabinet.
- An attempt was made to reverse the 6% car park increase across Cornwall; however, this was taken to cabinet as they have already passed the increase. This was frustrating however we will continue to lobby at every opportunity.
- The footpath and bridleways officers are a little relaxed on some situations where overgrown or blocked paths seem to go on without resolution, again, something that will be raised at the next full council.

5. Community & Stakeholders

5.1. Litter Pick:

Litter pick is booked for 18th October and has been advertised on social media.

6. Planning matters

6.1. Planning Applications: None.

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: Awaiting decision

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

Consultation Deadline: 25th September 2025

Case Officer: Michaela Pollard

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: Approved with conditions

6.3. Neighbourhood Priority Statement Working Group:

- The latest traffic figures have been confirmed as an average of 12,300 cars per day through St. Mellion on the A388.
- There have been 15 responses to the survey, which will be analysed, and the data will be included in the draft NPS.
- St. Mellion NPS is still ahead of all the other proposed NPS in terms of readiness for submission.

7. Highway & Transport

7.1. Church Lane & Speedwatch:

There has not been a recent Speedwatch session, but it has been observed that the number of cars using Church Lane illegally has significantly reduced.

7.2. CAP Community Road Safety Campaign:

Tamar to Moor Community Area Partnership agreed to re-run a Community Road Safety Campaign this autumn/winter. Councils are requested to put some money aside in the upcoming budgets to help fund it. RJ has requested clarification on whether the power to spend need be S137, or whether it is possible to use Highways Act 1980, s.274A

Last year's cost breakdown below:

- Paid Facebook (to boost reach) - £500
- Digital Radio audio ads in the east of Cornwall (1st – 28th Feb 2025) - £2992
- Community Road Safety Toolkit design and production -£1500 (one off cost)

Therefore, the costs of £3492 spread over 24 councils is £145.50 each.

7.3. Any other issues to note

Cornwall Council intends to implement a 20mph Speed Limit on most residential streets in the settlements within the Launceston Community Network Area which currently have a 30mph speed limit. These settlements have previously expressed strong local support for this. Buffer zones will also be implemented leading up to these, where deemed necessary.

The Cornwall Gateway 20mph rollout took place last year (St. Mellion speed limit was not included as it is a main route to Plymouth).

Although neither scheme include highways in St. Mellion, it may have influence on the use of the A388 through the parish.

8. Council Property & Assets

8.1. Any issues to report: None

9. Parish Council finances

9.1. To approve monthly payment schedule for October 2025:

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	14/10/2025	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	

The second half of the precept £7325.00 was deposited on 8th September 2025.

It was proposed by NH, seconded by HG and resolved to approve the payment schedule for October 2025, all in favour.

9.2. Review South Western Ambulance Charity grant application (sent as pre-reading):

South Western Ambulance Charity (on behalf of volunteer Community First Responders in Cornwall) have applied for £500 towards a project costing approximately £31,500 to buy, convert and fully equip a Community Response Vehicle (CRV) dedicated for use by the 170+ volunteer Community First Responders (CFRs) in Cornwall.

It was proposed by BK, seconded by NH and resolved to approve the grant of £500 to the South Western Ambulance Charity under the aegis of the Public Health Act 1936 S234 – Provision of Life Saving Appliances.

10. Parish Council Governance

10.1. New compliance requirements of Practitioners Guide 2025 (Assertion 10)

Starting from the 2025/26 financial year, Assertion 10 will be a formal part of every local council's AGAR (Annual Governance and Accountability Return); councils must be able to demonstrate compliance with data protection laws.

St. Mellion Parish Council is already compliant as detailed below:

- Website meets WCAG 2.2 AA compliance.
- Dedicated gov.uk email addresses for councillors and clerk.
- Robust IT & Cybersecurity policy and protocols.
- Robust Document Retention Policy.
- Demonstrative adherence to UK GDPR, the Data Protection Act, and the Freedom of Information Act
- Evidencing that council staff and councillors have received regular, relevant training

There is now a need for GDPR refresher training for all councillors. RJ will look into options for online courses which can be undertaken prior to the audit in May 2026

10.2. DBS checks update:

All certificates have been issued.

11. Items for next Parish Council meeting agenda:

Budget
Litter Pick report
Confirm December recess

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

BK announced the commencement of the closed session Under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, to exclude the public and press from the meeting for the business specified: to discuss the Clerk's annual performance appraisal and salary review.

BK closed the Ordinary Meeting at 20:28