

St. Mellion Parish Council Meeting
Tuesday 8th September 2026 at 700 p.m.
St. Mellion Church Hall
Minutes

PRESENT:

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

IN ATTENDANCE:

Ren Jackaman – Clerk & RFO
Three members of the public (two left at 20:00, one left at 20:17)

1. Councillor matters

- 1.1. *To receive apologies for absences:*
None
- 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 9th June 2026

The approval of the minutes of the meeting on 9th June 2026 was not possible at the meeting on 14th July 2026 because not enough attendees of the June meeting were present for a quorate vote, the approval was therefore deferred to this meeting.

It was proposed by AS, seconded by NH and agreed to approve the minutes of the Ordinary meeting of 9th June 2026 as a true record of the meeting, HG & AP abstained as not present at this meeting, all remaining in favour.

2.2 To approve the minutes of the Ordinary Meeting of 14th July 2026

It was proposed by NH, seconded by BB and agreed to approve the minutes of the Ordinary meeting of 14th July 2026 as a true record of the meeting, BK & AP abstained as not present at this meeting, all remaining in favour.

2.3 Matters Arising:
None

2.4 Clerk's Report & items actioned since last meeting

ACTIONS:

- The vote of no confidence in South West Water has been registered with Dwr Glan.
- A letter of thanks has been sent to Dan Rogerson for his quick resolution of issues around the Clapper Bridge repairs.

- Updated website useful links page and it now includes a guide to the location of the defibrillators in the parish.

Cornwall Council – Save Water

As Cornwall is officially in drought, water resources across Cornwall and the Isles of Scilly remain under pressure. Town and parish councils may find it helpful to be aware of the advice on protecting water supplies shown below that Cornwall Council is sharing with the public:

Despite the wet winter, water resources across Cornwall and the Isles of Scilly remain under pressure. Reservoirs, groundwater and other water sources can take much longer to recover than many people realise, and recent warm, dry weather has increased demand for water at the same time.

The good news is that there are simple steps we can all take to help:

1. taking shorter showers
2. turning off taps while brushing your teeth
3. keep drinking water in the fridge instead of running the tap until it becomes cold
4. only running washing machines and dishwashers when full
5. reusing water on garden plants where safe to do so can all make a difference.

Small changes made by thousands of households add up quickly and help protect supplies for everyone.

Forest For Cornwall (F4C)

has grants available for small scale tree planting projects, and tree related events/farm visits and items.

Grants can be awarded up to a maximum of £4,000:

- £2,500 for trees, hedgerows under 100m, orchards, public green spaces (all should be under 0.25ha), as well as tree protection, shelters, guards and mulch.
- £1,500 for items relating to tree establishment and wider or community benefit. These include training or events which are open to all and linked to tree planting and agroforestry; interpretation boards; watering items and tools to aid in establishment; and seed propagating materials for Community Tree Nurseries.

For infrastructure items or habitat interventions such as ponds, meadows, access/pathways, habitat fencing, polytunnels, community spaces etc, or other types of planting, see [Cornwall Climate Nature Fund](#).

Who can apply: Community groups, community orchards, local environmental groups, parish and town councils, schools, community tree nurseries, local charities, education and sports groups. Landholders planning a farm visit/event and individuals such as smallholders.

Screen Cornwall are advertising their activities in the hope of attracting locations in Cornwall which would benefit from being used as settings for filming of TV and Film.

In 2025 Screen Cornwall launched a new £2.5 million equity scheme

The Screen Cornwall Equity Production Investment is a pioneering public-private project designed to unlock filming within the region.

This scheme will stimulate increased activity by investing in a portfolio of up to 10 high-end TV and film projects produced or filmed in Cornwall between 2025 and 2028.

These productions are required to contribute production spend to the local economy and hold strong regional creative links. These projects will drive a direct increase in productions seeking to utilise unique Cornish locations over the coming years.

3. Questions from the public & correspondence received:

There was a brief discussion about the Burnham Devolution proposals; the main positive being that there is no requirement for there to be a Mayor of Cornwall. It is possible that Cornwall Devolution will be used as a template for other areas.

The Bridge Toll Protest was well attended by both public and officials.

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

Cllr. Gale tenders his apologies for not being able to attend this meeting.

5. Community & Stakeholders

5.1. *Tamar to Moor CAP meeting report:*

AS attended the latest CAP meeting on 3rd September and reported that South West Water gave a presentation by Alan Burrows, which took up most of the meeting. Attendees were invited to submit questions prior to the meeting. Targets for positive actions up to 2030 were detailed. It was a very interesting session and there is hope for improvement and cooperative working.

5.2. *Community Emergency Planning – update:*

RJ has been populating the template with relevant information and comparing with plans from elsewhere in Cornwall. Contact has also been made with neighbouring Parish Clerks to see if collaboration might work.

There is now a working draft.

All the available plans address emergencies in general and flood in particular but do not consider issues like pandemic, heatwave etc. which are likely to lead vulnerable members of the community to have issues. These issues should be addressed in any plan.

Setting up a working party is the next step.

St. Mellion Park is producing an emergency plan.

5.3. *New grit bin at Amytree progress:*

The grit bin has been successfully moved to the correct location; the invoice has been received and is on the payment schedule.

5.4. *To set a date for Community Litter Pick:*

Saturday 10th October 2026 was determined as the best date.

Callington Rotary have been litter picking the A388 so consult with them as to where they have already covered.

ACTION: RJ to book the Litter Pick with Clean Cornwall and advertise the event.

5.5. *Community Energy Seminar outcomes:*

RJ attended the online seminar on 5th August. The schemes outlined relate to the potential for communities to benefit from locally based renewable energy schemes. Unfortunately, all such schemes rely on the availability of suitable land on which to set up such schemes. The option of solar panelling the roofs of local community buildings has more potential as long as the buildings are not listed. The best advice was to cooperate with any proposed renewable energy developments as and when they arise.

The only local organisation which could realistically do anything is the Golf Club.

6. Planning matters

6.1. *Planning Applications:*

None.

6.2. *Enforcement Refusals, Approvals & Appeals*

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

6.3. *Neighbourhood Priority Statement Working Group*

The draft NPS has now been uploaded to the website and is viewable to anyone interested in reading it. The link has been shared via Facebook and emailed directly to the Residents Associations, school and other stakeholders. Any feedback will be added to the consultation document and amendments made to the draft as necessary, thereafter it will go to Cornwall Council for approval.

6.4. *Changes to Planning Committee reform*

A video presentation and slides were sent as pre-reading.

- The overall aim of the changes is to create faster decisions, clearer roles and more consistent outcomes.

- Changes will be implemented at a national level and are mandatory.
- The changes aim to reduce what goes to committee.
- Implementation date is 31st October 2026.
- Generally speaking, only larger developments will be referred to committee.
- The reduction is 46% of applications which previously went to committee would now be exempt from committee referral.
- Local Council and Member protocols will be changed to reflect these developments.
- No change to how consultation with parish councils happen, will retain 5 day notice system.
- Feedback is requested and there is a survey to complete.
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Ben Maguire MP recently addressed Parliament on the issue of developers reneging on commitments to provide infrastructure with major housing developments. A specific issue regarding a development in Bodmin is now to be investigated by Westminster.

7. Highway & Transport

7.1. Church Lane & Speedwatch:

A speedwatch event recently took place, and three cars were stopped on Church Lane. This is a positive reduction on previous sessions.

7.2. County Highway Fund and Improvement Programme applications update:

Nothing to report on the current round of funding requests.

For the next round of funding, a refuge island to be requested between the two bus stops at the Old Golf Club entrance.

7.3. Permissive Path to note change in annual fee:

The Diocesan Solicitors have notified an increase in the fee for the permissive path agreement, effective as of 15th July, calculated using the RPI index, the increase is £142 per annum.

An additional invoice will be sent to cover the uplift of £42 for this year (15/7/26 – 14/7/27).

This rent review is written into the permissive path lease which runs until a minimum of 14th July 2040 (essentially it is a 20 year agreement which commenced on 15th July 2020).

The rent increase will be back dated to 15th July 2026.

The next review will be on 15th July 2029.

7.4. Defective Road Report, A388 outside Glebe:

Reported by BK on 11th August 2026 Ref: W262184895.

Defective sunken grate in the road which is causing disturbance to a householder.

Cornwall Council have inspected the reported issue and have determined that it is not an immediate safety hazard. However, it has been marked for consideration at a later date, subject to available funding. The area is also inspected regularly so should there be any significant deterioration in the meantime then more immediate action will be taken.

7.5. Any other issues to note:

The plastic bollard at the Crocadon bus stop which has been broken, has still not been replaced.

ACTION: RJ to report the broken bollard again.

8. Council Property & Assets

8.1. Any issues to report:

The defibrillators have been checked regularly during the heatwave to make sure they were not overheated. The pads are all fine and in working order.

AS will be responsible checking the new grit bin at Amytree.

9. Parish Council Finances

9.1. To approve monthly payment schedule for August & September 2026:

DATE: August 2026

Payment Schedule REVENUE Account

PAYEE Type	Invoice Date	Invoice #	Description	Amount	Payment
R Jackaman	n/a	n/a	Clerk Salary and Reimbursements	£676.11	BACS
AG Accountancy Ltd	03/08/2026	4935	Payroll Services	£15.62	BACS
S&S Garden Services	11/08/2026	n/a	Monthly maintenance of Jubilee bus shelter	£150.00	BACS
HMRC	n/a	n/a	National Insurance Contribution	£32.81	BACS
NEST	07/08/2026	n/a	Employer + Employee contribution to clerk's pension	£55.95	DD
Unity Trust Bank	31/08/2026	n/a	Monthly Service Charge	£7.00	SO
TOTAL				£937.49	

Payment Schedule COMMUNITY Account

PAYEE	Invoice Date	Invoice #	Description	Amount	Type
Unity Trust Bank	31/08/2026	n/a	Bank Charges	£7.00	SO
TOTAL				£7.00	

DATE: September 2026

Payment Schedule REVENUE Account

PAYEE type	Invoice Date	Invoice #	Description	Amount	Payment
R Jackaman	n/a	n/a	Clerk Salary and Reimbursements	£661.16	BACS
AG Accountancy Ltd	01/09/2026	4955	Payroll Services	£15.62	BACS
S&S Garden Services	08/09/2026	n/a	Monthly maintenance of Jubilee bus shelter	£150.00	BACS
Corserv Solutions Ltd T/A Cormac Solutions	26/08/2026	CINV-242178	Grit Bin	£360.82	BACS
HMRC	n/a	n/a	National Insurance Contribution	£32.81	BACS
NEST	09/09/2026	n/a	Employer + Employee contribution to clerk's pension	£55.96	DD
Unity Trust Bank	31/08/2026	n/a	Monthly Service Charge	£7.00	SO
TOTAL				£1,283.37	

Payment Schedule COMMUNITY Account

PAYEE	Invoice Date	Invoice #	Description	Amount	Type
Unity Trust Bank	31/08/2026	n/a	Bank Charges	£7.00	SO
TOTAL				£7.00	

Balances on 31st August 2026:

Revenue Account: £10,239.61

Community Account: £15,774.72

It was proposed by NH, seconded by HG and resolved to approve the payment schedules for August and September 2026, all in favour.

9.2. To note updated LGS payscale:

The Local Government pay scales have been negotiated and are now published. A small increase to the hourly rate of 3.2% for all Local Government workers will be backdated to April 2026.

9.3. Confirmation of approval of VAT 126 reclaim

The sum of £521.60 has been received from HMRC as a Vat Reclaim for the year 1st April 2025 to 31st March 2026.

9.4. Quarterly Financial Review:

The 2nd Quarter Financial Review was viewed onscreen and sent as pre-reading.

It was proposed by HG, seconded by BB and agreed to approve the 2nd Quarterly Financial review as accurate, all in favour.

9.5. To review quotes for the Annual Tree Survey

In accordance with the LGA and Standing Orders, tenders from at least three contractors were sought. To date only two tenders have been received. The anonymised quotes were sent as pre-reading.

It was proposed by BB, seconded by HG and resolved to approve the tender of Contractor 1, all in favour.

ACTION: RJ to inform successful contractor and commission the survey.

9.6. To review grant application from Cornwall Air Ambulance:

Cornwall Air Ambulance have submitted a grant request to help fund medical equipment. The request is for £500 however; any amount St Mellion PC can provide would be welcome.

The application document was reviewed onscreen and sent as pre-reading.

A grant from St Mellion Parish Council would help Cornwall Air Ambulance Trust purchase essential medical equipment used by our critical care crew when responding to the most seriously ill or injured patients across Cornwall, including rural communities such as St Mellion. A contribution of £500 could fund one facial trauma kit or contribute directly to other lifesaving equipment listed above, helping our crew provide safe, effective treatment at the scene of an emergency.

- More effective airway management at the scene.
- Improved care for patients with severe trauma.
- Better equipment availability for critical care crews.
- Continued support for rural communities where road transfers can be slower.

The equipment supports faster, safer emergency care in serious incidents such as road traffic collisions, falls, cardiac arrests, agricultural accidents, coastal emergencies, and trauma cases.

It was proposed by BK, seconded by HG and resolved to award Cornwall Air Ambulance the sum of £2000 from the Community Grant Fund under Public Health Act 1936 S234 – Provision of Life Saving Appliances, to spend at their discretion but with a recommendation that part of it be used to purchase Laerdal Compact Suction Units, all in favour.

ACTION: RJ to contact Cornwall Air Ambulance

10. Parish Council Governance

10.1. Standing Orders update for approval

The draft Standing Orders were sent as pre-reading and viewed onscreen.

NALC is now planning another update to the Model Standing Orders

It was proposed by BK, seconded by BB and resolved to update the Standing Orders fully when the next Model Standing Orders are issued, all in favour.

10.2. Register of Interest Forms progress

NH & BK have completed their registers of interest. The other councillors were encouraged to complete their own Registers of Interest before the next meeting.

11. Items for next Parish Council meeting agenda:

- Asset Checks
- Staff Appraisal & Review Closed Session

12. Date and time of next meeting 13th October 2026 at 7pm in the Church Hall

AS gave apologies for the next meeting.

BK closed the meeting at 20:48

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