

**St. Mellion Parish Council Meeting**  
**Tuesday 11<sup>th</sup> June 2024 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 Annual Electors Meeting of 14<sup>th</sup> May 2024 (sent as pre-reading)*
- 2.2 *To approve the minutes of the Annual Parish Council Meeting of 14<sup>th</sup> May 2024 (sent as pre-reading)*
- 2.3 *To approve the minutes of the Ordinary Meeting of 14<sup>th</sup> May 2024 (sent as pre-reading)*
- 2.4 *Matters Arising*
- 2.5 *Clerk's Report & items actioned since last meeting:*

**3. Questions from the public & correspondence received\***

**4. Community & Stakeholders:**

**5. Planning matters\***

5.1. *Planning Applications:*

[PA24/O3866: St Mellion Estate, St Mellion, Saltash, PL12 6SD](#)

Application for the approval of reserved matters of appearance, landscaping, layout and scale for up to 160 holiday lodges (Phase 2) details following outline consent PA19/10510 dated 28.05.2020

Consultation Expiry Date: 19<sup>th</sup> June 2024.

Planning Officer: George Shirley.

5.2. *Enforcement Refusals, Approvals & Appeals:*

[PA24/O1887 Louise Evans Woolaton Barn, St Mellion, PL12 6RN.](#)

Internal works to Grade II dwelling as well as erection of garage to serve the dwelling.

Consultation Expiry Date: 7<sup>th</sup> May 2024 (extension granted to 15<sup>th</sup> May 2024).

Planning Officer: Ellen Lawrence.

**Status: Awaiting Decision**

[PA24/O2394 Louise Evans Woolaton Barn, St Mellion, PL12 6RN.](#)

Listed Building Consent: Internal works to Grade II dwelling as well as erection of garage to serve the dwelling.

Planning Officer: Ellen Lawrence.

Consultation Expiry Date: 7<sup>th</sup> May 2024 (extension granted to 15<sup>th</sup> May 2024).

**Status: Status: Awaiting Decision**

[23/O0224/REF Mr. Peter Newton, Horsepool Lodge, St Mellion, PL12 6RN](#)

Change of use from holiday to residential dwelling.

Appeal against refusal of PA23/O7772.

Case Officer: Tamsin Burr.

Start Date: 15<sup>th</sup> April 2024.

Expiry Date for comments: 20<sup>th</sup> May 2024.

**Status: In Progress**

**6. Council Property & Assets**

6.1. *Asset Checks (shown onscreen and sent as pre-reading)*

**7. Parish Council Governance**

7.1. *New Model Financial Regulations (shown onscreen and sent as pre-reading)*

**8. Parish Council finances**

8.1. *To approve monthly payment schedule for June 2024 (shown onscreen and sent as pre-reading)*

8.2. *Quarterly Financial Review (shown onscreen and sent as pre-reading)*

8.3. *Confirm AGAR progress:*

8.4. *Review VAT claim (shown onscreen and sent as pre-reading)*

8.5. *Confirm renewal of Insurance Policy:*

8.6. *Tree Survey quotes (sent as pre-reading)*

8.7. *Advertising Community Grant Scheme*

**9. Items for next Parish Council meeting agenda:**

**10. Date and time of next meeting: 9<sup>th</sup> July 2024**

- *to include any correspondence and applications received after this agenda is published but prior to the meeting*

<b>St. Mellion Parish Council</b>					
<b>Payment Schedule REVENUE Account</b>					
<b>DATE: June 2024</b>					
<b>PAYEE</b>	<b>Invoice Date</b>	<b>Invoice #</b>	<b>Description</b>	<b>Amount</b>	<b>Payment Type</b>
R Jackaman	n/a	n/a	Clerk Salary and Reimbursements	£617.39	BACS
Angela Greenhough	03/06/2024	4293	Payroll Services	£14.48	BACS
B. Kent (reimbursement)	17/05/2024	99894	D-Day 80th anniversary solar lights x 2	£55.97	BACS
Zurich Insurance	17/04/2024	532649045	Renewal Premium to 28th May 2025	£1,100.22	Paid by BACS 28/05/2024
Dawe, Hawken & Dodd	31/05/2024	3938	Internal Audit fee	£450.00	BACS
ROOTED Tree Surgery & Arboriculture	03/06/2024	170	Bus Stop Maintenance	£200.00	BACS
NEST	07/06/2024	n/a	Employer + Employee contribution to clerk's pension	£47.55	DD
Unity Trust Bank	n/a	n/a	Bank Charges	£18.00	SO
<b>TOTAL</b>				<b>£2,503.61</b>	
<b>Community Account</b>					
<b>PAYEE</b>	<b>Invoice Date</b>	<b>Invoice #</b>	<b>Description</b>	<b>Amount</b>	<b>Type</b>
Unity Trust Bank	n/a	n/a	Bank Charges	£18.00	SO
<b>TOTAL</b>		<b>£18.00</b>			