

St. Mellion Parish Council Meeting
Tuesday 14th May 2024 at 7:23 p.m.
St. Mellion Church Hall
Minutes

PRESENT:

Cllr Bridie Kent (BK) Chair
Cllr Pam Sambrook (PS) Vice Chair
Cllr Hilary Gill (HG).
Cllr Adam Sturtridge (AS).
Cllr Ben Bryan (BB).
Cllr Nick Habermehl (NH)

IN ATTENDANCE:

Parish Clerk Ren Jackaman (RJ).
One member of the public (left at 20:22).

1. Councillor matters

- 1.1. *To receive apologies for absences:* None
- 1.2. *To receive declarations of pecuniary interests:*

HG & BB declared for item 5.1 as the property in question neighbours their properties.

- 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 April 2024 (circulated as pre-reading)*

It was proposed by AS seconded by HG and RESOLVED to approve the minutes of the meeting on 9th April 2024 as a true record of the meeting, all in favour.

- 2.2 *Matters Arising:* None

- 2.3 *Clerk's Report & items actioned since last meeting:*

- RJ has made preliminary enquiries with the Diocesan Solicitor regarding rental of Glebe Field for one off events but has not received a detailed response as to whether this would be practicable.
- Chris Cook has taken over from Richard Woodley as clerk of Pillaton, Chris is also clerk for Botus Fleming and Landrake with St. Erney.

3. Questions from the public & correspondence received:

It was noted by residents of Church Lane that the police have recently been active in the Glebe Estate area and Golf Course in pursuit of a perpetrator. No other details are known at present.
The population of the parish has increased by one with the birth of a child to the Hammond family, named Reginald Connor Hammond, congratulations were offered and gratefully received.

4. **Community & Stakeholders:** Nothing to report.

5. Planning matters
(HG and BB left the meeting).

- 5.1. *Planning Applications:*

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.

Planning Officer: Ellen Lawrence.

Consultation Expiry Date: 7th May 2024 (extension granted to 15th May 2024).

Planning Officer: Ellen Lawrence.

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: 7th May 2024 (extension granted to 15th May 2024).

The following issues were noted:

- The windows were installed prior to the listed building status being applied and are not sympathetic to the original style of the building.
- Historic Environment (Planning) have commented that the suggested windows in the plan are not approved as they are uPVC and that they should be constructed of natural wood, which the current windows are but which is clearly more expensive to undertake.
- Any change of design or materials for windows will need to be approved.
- There are very minimal details about the garage construction.
- In the application the garage is noted as having rendered walls, which would be out of keeping with the original Cornish stone of the residence.
- It is presumed that the garage will need to have the standard EV point installed at the point of construction.
- The building has been neglected and is worthy of preservation, so it is good to see that it is being brought back to life as a family home.

It was proposed by BK, seconded by PS and RESOLVED to support the applications PA24/O1887 and PA24/O2394, all in favour.

(HG and BB returned to the meeting).

5.2. Enforcement Refusals, Approvals & Appeals:

23/OO224/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: 15th April 2024.

Expiry Date for comments: 20th May 2024.

5.3. Neighbourhood Development Plan Working Group:

Nothing to report.

AS requested that he join the NDP working party.

It was proposed by BK and seconded by HG that AS be invited to join the NDP working party, all in favour.

6. Highway & Transport

6.1. Church Lane & Speedwatch:

The Traffic report from CORMAC for 18th April to 25th April 2024 was shown on screen and shared as pre-reading.

It was noted that:

- The 20mph speed limit is being observed for the most part.
- The numbers of cars using Church Lane to get to the Golf Club end is three times as many as are going towards the church, which is thought to be because turning right at the A388 end is quite dangerous.
- The numbers reduce significantly at the weekend, which reflects the school run traffic using it during the week.
- The useful time stamp information can help infer what type of user is accessing the Golf Club for recreation or employment.

6.2. Any other issues to note:

Road Traffic Regulation Act 1984 S.14: Temporary Prohibition of Traffic

Location: Saltash Road, A388 between Vernigo Roundabout and Westcott Lodge, A388 between the Glebe and Vernigo Roundabout, A388 between Paynters Cross and The Glebe, Callington.

Timing: 28th May 2024 to 1st June 2024 (19:00 to 06:00 hours).

7. Council Property & Assets

7.1. Approval of tender process for tree survey at Jubilee Bus Stop:

BK has reported that there is an electrical fault in the heating pad for the defibrillator in the phone box, an electrician has been notified and expenditure in relation to fixing the fault will be reviewed at the next meeting.

RJ has sought advice from Cornwall Council Highways department about how best to accomplish a tree survey and to confirm that this is the landowner's responsibility. They have helpfully provided a link to the Institute of Chartered Foresters Directory. Three qualified consultants have been approached for quotes and the results will be reviewed at the next meeting.

8. Project Updates

No current projects.

9. Parish Council Governance:

Nothing to report.

10. Parish Council finances

10.1. To approve monthly payment schedule for May 2024

St. Mellion Parish Council					
Payment Schedule					
REVENUE Account					
DATE: May 2024					
PAYEE	Invoice Date	In-voice #	Description	Amount	Payment type
R Jackaman	n/a	n/a	Clerk Salary and Reimbursements	£574.16	BACS
AG Accounting Ltd.	02/05/2024	4263	Payroll Services	£14.48	BACS
Western Web Ltd	01/05/2024	24394	Domain renewal and hosting	£96.00	BACS
Fernbank Advertising Ltd	19/04/2024	27657	Bus Shelter cleaning for 1st quarter	£96.00	BACS
NEST	n/a	n/a	Employer + Employee contribution to clerk's pension	£47.55	DD
TOTAL				£828.19	

It was proposed by BB seconded by NH and RESOLVED to approve the payment schedule for May 2024, all in favour.

10.2. Update on Church Tower Fundraising and Community Grant:

RJ met with PCC representatives and discussed the caveats and limitations of any grant application to help fund church tower repairs. It was also noted that payment used to be made to support the maintenance of the church clock under Parish Council Act 1957 s2(&6) and that this could be reinstated if required, which monies would come from the Community Asset Maintenance reserve.

Advice from CALC is to undertake a robust advertising campaign for the Community Grant and to set date(s) for applications to be submitted. Grants would also be permissible to organisations from outside

St. Mellion Parish on the condition that any activities or services they provide are used by parishioners of St. Mellion.

ACTION: RJ to design an advertising campaign for the Community Grant for approval at the next meeting.

10.3. Outcome of Jubilee Bus Stop Maintenance tender:

Only one tender has been received. The application was submitted by ROOTED – Tree Surgery & Arboriculture and was reviewed onscreen.

It was proposed by BK, seconded by PS and RESOLVED to approve the tender application by ROOTED Tree Surgery & Arboriculture, all in favour.

11. Items for next Parish Council meeting agenda:

- Asset Checks
- Quarterly Review
- Financial Regulations update
- Confirm AGAR progress
- Review VAT claim
- Confirm renewal of Insurance Policy
- Tree Survey quotes

NH gave his apologies for the next meeting.

12. Date and time of next meeting: 11th June 2024

BK closed the meeting at 20:40