

**St. Mellion Parish Council Meeting**  
**Tuesday 9<sup>th</sup> July 2024 at 7:00 p.m.**  
**St. Mellion Church Hall**  
**Minutes**

**PRESENT:**

Cllr Bridie Kent (BK) Chair  
Cllr Pam Sambrook (PS) Vice Chair  
Cllr Hilary Gill (HG)  
Cllr Nick Habermehl (NH)

**IN ATTENDANCE:**

Parish Clerk Ren Jackaman (RJ)  
One member of the public (left at 19:39)

**1. Councillor matters**

*1.1. To receive apologies for absences:*

Apologies have been received from Cllr Adam Sturtridge (AS) due to work commitments and Cllr Ben Bryan (BB) who is on holiday.

It was proposed by BK, seconded by HG and AGREED to accept the apologies of NH & BB, 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 11<sup>th</sup> June 2024 (sent as pre-reading)*

It was proposed by PS, seconded by HG and RESOLVED to approve the minutes of the Ordinary Meeting on 11<sup>th</sup> June 2024 as a true record of the meeting, NH abstained as not present at the meeting in question, all in favour.

*2.2 Matters Arising:*

None.

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

Evolve Tree Consultancy have been contacted to confirm the Tree Survey at Jubilee Bus Stop, awaiting response.

Fernbank Advertising Ltd. have confirmed that they clean roofs of bus shelters once a year as it is a team job.

The latest edition of the Mellanus News has been issued.

Note outcome of the General Election on July 4<sup>th</sup>, the new MP for Southeast Cornwall is Anna Gelderd for the Labour Party.

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

Congratulations were offered to Mr. Bryan Hammond for the recent arrival of his second grandchild, Savannah Hammond.

**4. Community & Stakeholders:**

Community Grant applications have been invited via an advert in the Mellanus News and on Facebook, two expressions of interest have been received.

BK reported that the Golf Club have confirmed that a room can be made available for defibrillator training from SWASFT but a date in August or September has yet to be set. Once it has been confirmed the event will be advertised via social media and noticeboards.

## 5. Planning matters

### 5.1. *Planning Applications:*

None.

### 5.2. *Enforcement Refusals, Approvals & Appeals:*

#### **PA24/03866: 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.

**Status: Awaiting Decision**

#### **PA24/01887 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: 7<sup>th</sup> May 2024 (extension granted to 15<sup>th</sup> May 2024).

Planning Officer: Ellen Lawrence.

**Status: Awaiting Decision**

#### **PA24/02394 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: Awaiting Decision**

#### **23/00224/REF Mr. Peter Newton, Horsepool Lodge, St Mellion, PL12 6RN**

Change of use from holiday to residential dwelling.

Appeal against refusal of PA23/07772.

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**

### 5.3. *Neighbourhood Development Plan Working Group*

BK has identified a useful template for the Neighbourhood Priorities Statement.

There is a meeting of the working party on 16<sup>th</sup> July 2024 at which the template will be drafted and discussed. Thereafter, the completed template will be submitted to Cornwall Council for review.

## 6. Highway & Transport

### 6.1. *Church Lane & Speedwatch:*

The most recent Speedwatch session on Church Lane was on Saturday 29<sup>th</sup> June for two hours between 5pm and 7pm. The next session will be attended by a member of the Speedwatch organisation and/or a CSW biker.

### 6.2. *Any other issues to note:*

The risk of increasing traffic from the Golf Club if the proposed development of holiday accommodation is progressed was discussed.

It was proposed by BK, seconded by PS and AGREED to formally contact the new MP for Southeast Cornwall, Anna Gelderd and request input to address the issue of ongoing traffic problems in St. Mellion village.

**ACTION: RJ to establish contact details for Anne Gelderd.**

## 7. Council Property & Assets

### 7.1. Outcome of Tree Survey

Awaiting a response from Evolve Tree Consultancy.

### 7.2. Jubilee Bus Stop Maintenance:

Billy Shinn has been in touch to say that ROOTED Arboriculture can no longer fulfil the tender for maintenance on the Bus stop because they are about to merge under another company from the 1st of August. This means that the tendering process will need to be repeated.

**ACTION: RJ to reissue tender request for Jubilee Bus Stop maintenance contract.**

### 7.3. Any issues to note: None.

**ACTION: RJ to add the new solar lights to the asset schedule.**

## 8. Parish Council Governance:

Nothing to report.

## 9. Parish Council finances

### 9.1. To approve monthly payment schedule for July 2024

St. Mellion Parish Council					
Payment Schedule REVENUE Account					
DATE: July 2024					
PAYEE	Invoice Date	Invoice #	Description	Amount	Payment Type
R Jackaman	n/a	n/a	Clerk Salary and Reimbursements	£652.88	BACS
AG Accountancy Ltd	26/06/2024	4299	Payroll Services	£14.48	BACS
Truro Diocesan Board of Finance Ltd (Savills)	15/07/2024	70672	Permissive path annual fee	£100.00	BACS
Western Web Ltd	17/06/2024	24461	Renewal of cloud email account to 05/07/2025	£86.40	BACS
Fernbank Advertising Ltd	01/07/2024	27987	Second quarter bus shelter cleaning	£72.00	BACS
NEST	n/a	n/a	Employer + Employee contribution to clerk's pension	£47.55	DD
<b>TOTAL</b>				<b>£973.31</b>	

Note that the HMRC have issued the VAT rebate of £615.66 into the revenue account on 26<sup>th</sup> June 2024. The application for VAT on mileage reimbursements can no longer be applied for as part of the online system, so this figure is minus £6.26 the agreed total.

The Diocesan Solicitor (Savills of Truro) have been in touch to indicate that there will be a slight increase due for the permissive path licence and that a separate invoice will be sent for the additional fee in due course.

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

## 10. Items for next Parish Council meeting agenda:

Financial Regulations

Quarterly Review

Grant Applications for review.

## 11. Date and time of next meeting: 10<sup>th</sup> September 2024 (council is in recess during August).

BK closed the meeting at 19:50.