

St. Mellion Parish Council Meeting
Tuesday 10th September 2024 at 7:00 p.m.
St. Mellion Church Hall
Minutes

PRESENT:

Cllr Pam Sambrook (PS) Vice Chair & Acting Chair
Cllr Hilary Gill (HG)
Cllr Nick Habermehl (NH)
Cllr Adam Sturtridge (AS)
Cllr Ben Bryan (BB)

IN ATTENDANCE:

Parish Clerk Ren Jackaman (RJ)
Seven members of the public (two left at 19:42, one left at 19:49, four left at 20:01)

1. Councillor matters

1.1. To receive apologies for absences:

Apologies have been received from Cllr Bridie Kent (BK) Chair who is out of the country due to work commitments.

It was proposed by HG, seconded by AS and AGREED to accept the apologies of BK, 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 9th July 2024 (shown onscreen and sent as pre-reading)

It was proposed by NH, seconded by HG and RESOLVED to approve the minutes of the Ordinary Meeting on 9th July 2024 as a true record of the meeting, AS and BB abstained as not present at the meeting in question, all in favour.

2.2 To approve the minutes of the Extraordinary Meeting 23rd July 2024 (sent as pre-reading)

It was proposed by NH, seconded by AS and RESOLVED to approve the minutes of the Extraordinary Meeting on 23rd July 2024 as a true record of the meeting, BB abstaining as not present at the meeting, all in favour.

2.3 Matters Arising; None.

2.4 Clerk's Report & items actioned since last meeting:

- RJ has passed the FiLCA qualification and will take part in Scribefest mini online conference on 26th September
- Anna Gelderd MP contact details have been established.
- Western Web have confirmed that Local government websites are required to comply with Web Content Accessibility Guidelines (WCAG), with certain exclusions. WCAG is in the process of being updated to version 2.2 (from 2.1). The update imposes a few extra requirements, most of which have no impact on our current website. The website will be reviewed and small changes may be made to meet the updated requirements.
- Note that the register of title to the Jubilee Bus Stop site has been received from Earl & Crocker.
- Tamar National Landscape are holding consultation events throughout September and October regarding the 2025-2030 management plan (see poster in pre-reading).
- The Callington 'Listening to You' Report from the event held in Callington Town Hall on 19th April has been received and included in pre-reading.

- An online survey requesting notification of sites of invasive species (Japanese Knotweed, Himalayan Balsam and Skunk Cabbage) has been released by TNL and has been shared to Facebook.

3. Questions from the public & correspondence received

The clerk was contacted in August regarding an incident in which a pair of loose dogs accessed a garden from the Glebe Field and behaved aggressively. The incident has been reported to the police who are investigating. The Housing Officer has also been contacted but has indicated that the police should address the problem.

The parishioner has asked if the field kissing gate could be reinstated (see also 6:2 below). The Diocesan Solicitor has been approached about the gate and will respond in due course.

The floor was opened up for comment on this issue.

ACTION: RJ to contact the Chair of SMVRA, Housing Officer, Police and Diocesan Solicitor to chase up the issue of dangerous dogs in the village and ask for a situation update.

4. Community & Stakeholders:

4.1. Report from latest Tamar to Moor CAP Meeting (AS):

AS was unable to attend, nothing to report.

4.2. Coryton Licensing Application

Application number L124_005168 Deadline for representations is 12th September, the licence has been granted.

4.3. Defibrillator Training Feedback:

BK was not available to give a report, deferred to next meeting.

4.4. Church Tower Fund Progress

A leaflet has been produced for distribution to local residents. It contains details of the fundraising programme and a gift aid form for donations.

The following events are planned:

- 5th-18th September Flower Festival in St. Mellion Church
- Saturday 16th November 7.30pm onwards at the Rifle Volunteer 'Disco-in-Kernow', old school disco, live DJ, floor fillers through the decades. Function Room with light up dance floor. Tickets £5
- 12th December, Callington Singers concert in St. Mellion Church.
- January - Barn Dance (date and venue to be confirmed)
- Quiz Night at the Coryton Arms when it opens.
- Friday 9th February Callington Community Gospel Choir Concert at 7pm in St Mellion Church.
- (Guaranteed to lift the spirits)
- Spring Auction (date and venue to be confirmed)

Help with any of these events would be greatly appreciated
St Mellion School who raised £290 with their wonderful "Proms in the Playground"

4.5. Litter Pick: October half term, Saturday 26th October.

ACTION: RJ to book litter pick equipment with Clean Cornwall.

5. Planning matters

5.1. Planning Applications: None.

5.2. Enforcement Refusals, Approvals & Appeals:

PA24/04382 Mr Steven Laity, 10 Dunstan Lane, St Mellion, PL12 6UE

Existing timber frame store replaced with new garage, store and first floor bedroom over.

Consultation Expiry Date: 31st July 2024.

Planning Officer: Craig Hewitt

Status: Application Withdrawn

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: 19th June 2024.

Planning Officer: George Shirley.

Status: Awaiting Decision

The Director of the Avison Young Planning Consultancy has contacted the clerk to report that:

“Following consultation and the comments received, including from the Parish Council, we have been working with the LPA to reduce and revise the scheme to sit better in the landscape and be of a better overall design.

We are shortly to resubmit revised plans and then intend to hold a public consultation event at St Mellion Golf Club for members of the Parish and the public. This will be during week commencing 30th September and we would like to ensure that members of the Parish Council are aware of the invitation”.

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: 7th May 2024

Planning Officer: Ellen Lawrence.

Status: Approved

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: 7th May 2024

Status: Approved

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: 15th April 2024.

Status: Ongoing

EN24/00699 Chi Lowen 12 Dunstan Lane St Mellion Saltash Cornwall PL12 6UE

Alleged breach of condition 5 of PA20/06016 (balcony screening)

Enforcement notice has been issued.

5.3. Neighbourhood Development Plan Working Group:

HG reported that a meeting took place recently and that BK is currently rewriting the existing draft as a Neighbourhood Priority Statement.

6. Highways, Rights of Way & Transport

6.1. Church Lane & Speedwatch:

The local Police Officer 7413, Dave Langley, attended a recent speed check session and gave advice to the team about what to do in problematic situations.

6.2. Glebe Field Permissive Path:

(see Item 3 above)

ACTION: RJ to source signage for field, research gate prices of a self-closing a kissing gate for reference.

6.3. Any other issues to note: None.

7. Council Property & Assets

7.1. Outcome of Tree Survey (shown onscreen and sent as pre-reading)

RJ has sent a copy of the report to Cornwall Highways for their reference.

A resident of the Glebe estate whose property borders the fence of the bus stop site and is concerned about several large branches of oak tree which are coming over her fence. HG visited in person.

ACTION: RJ to contact householder and offer for the branches to be removed from her side of the fence if she can provide access to her land.

7.2. Any issues to note:

NH has fixed the leaky noticeboard.

8. Parish Council Governance

8.1. To discuss potential change of date for October meeting:

BK is unable to attend the next meeting on 8th October. Since this is the meeting at which the annual staff review closed session takes place, it is essential that she is able to give the appraisal report in person. BK and RJ have therefore requested that the meeting date be changed to the 15th October instead.

It was proposed by BB, seconded by NH and AGREED to change the date of the next meeting from the 8th October to the 15th October, all in favour.

9. Parish Council finances

9.1. To approve monthly payment schedule for August & September 2024 (shown onscreen and sent as pre-reading)

**St. Mellion Parish Council
Payment Schedule REVE-
NUJ Account
DATE: August 2024**

PAYEE	Invoice Date	Invoice #	Description	Amount	Payment Type
R Jackaman	n/a	n/a	Clerk Salary and Reimbursements	£577.40	BACS
AG Accountancy Ltd	01/08/2024	4352	Payroll Services	£14.48	BACS
Evolve Tree Consultancy	12/07/2024	4407-SP: 4787	Tree Survey at Jubilee Bus Stop	£600.00	BACS
SLCC	06/08/2024	MEM25031 1-1	Membership Renewal for clerk	£144.00	BACS
NEST	n/a	n/a	Employer + Employee contribution to clerk's pension	£47.55	DD
TOTAL				£1,383.43	

DATE: September 2024

PAYEE	Invoice Date	Invoice #	Description	Amount	Payment type
R Jackaman	n/a	n/a	Clerk Salary and Reimbursements	£561.92	BACS
AG Accountancy Ltd	02/09/2024	4377	Payroll Services	£14.48	BACS
NEST	n/a	n/a	Employer + Employee contribution to clerk's pension	£43.22	DD
TOTAL				£619.62	

It was proposed by NH, seconded by AS and RESOLVED to approve the payment schedule for August & September 2024, all in favour.

9.2. Review of Community Grant Applications (shown onscreen and sent as pre-reading)

This fund is from the S106 contribution relating to Newton Ferrers Solar Farm, £25K of which was assigned to a fund for the Community Benefit of St. Mellion, and which is available for local organisations and projects to apply for grants of up to £5000 in any one year.

Two applications have been received from the Community Grant.
The total funds available are £24940.67

St. Mellion PCC for Church Tower

Total project cost = £18900, total applied for £2969 to cover the cost of scaffolding.
Other funding so far is £1500 local donations and £3500 PCC funds, other fundraising is planned.
Power to spend: Section 82 of Levelling Up and Regeneration Act 2023 and S137 of Local Government Act 1972 Total S137 limit for St. Mellion is £3366.27

It was proposed by BB, seconded by AS and RESOLVED to approve the full grant of £2969 to pay for the scaffolding, all in favour.

Cornwall Blood Bikes Charity

Amount requested £5000 towards maintenance and fuel for bikes.
Power to spend: Public Health Act 1936 S234 – Provision of Life Saving Appliances

It was proposed by PS, seconded by NH and RESOLVED to approve the grant of £3000 towards the maintenance and fuel for Cornwall Blood Bikes, all in favour.

9.3. Jubilee Bus Stop – Review of Maintenance Tenders

One tender application has been received from 'Short & Sweet Garden Services, the details were reviewed onscreen.

Decision on this tender is deferred until next meeting as the applicant has not yet received Public Liability Certificate.

9.4. Financial Regulations Review and Adoption (shown onscreen and sent as pre-reading)

It was proposed by NH, seconded by BB and RESOLVED to approve the new Financial Regulations, all in favour.

10. Items for next Parish Council meeting agenda:

- Draft budget
- Quarterly Review
- Staff Review closed session
- Defibrillator Training Feedback

11. Date and time of next meeting: 15th October 2024

PS closed the meeting at 21:22