

St. Mellion Parish Council Meeting
Tuesday 14th January 2025 at 7p.m.
St. Mellion Church Hall
Agenda

PRESENT:

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

IN ATTENDANCE:

Parish Clerk Ren Jackaman (RJ).
No members of the public attended

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 12th November 2024

The minutes of the ordinary meeting of 12th November 2024 were sent as pre-reading and shown onscreen.

It was proposed by NH, seconded by HG and agreed to approve the minutes of the ordinary meeting of 12th November 2024 as a true record of the meeting, all in favour.

2.2 Matters Arising:

BK offered a vote of thanks to Phil Dart of St. Mellion Flowers for providing the Remembrance Wreath free of charge.

2.3 Clerk's Report & items actioned since last meeting

- The Precept request of £14650.00 has been submitted and accepted.
- The Coryton Arms opened on Friday 20th December and the new renovations have been highly praised. The opening hours are limited to evenings at the moment and no food is served but this will likely change as the development is completed.
- RJ attended a webinar regarding the PSTN (Public Switched Telephone Network) switchover and emergency planning, which was presented on Thursday 7th November 2024 by Jamie Whitford-Robson, Cornwall Council's Emergency Management Manager. By 2027 all telephones, both business and residential, will be replaced with Voice Over Internet Protocol (VOIP) systems. These are dependent on a broadband connection, which is dependent on electrical power. There will be vulnerable persons in our community who are telecommunications dependent for medical aids, alarms and mobile phone connectivity. This webinar aimed to help in disaster planning and prevention around this subject. Parishioners who live in areas of poor connectivity or where the mast has no back up power supply should be eligible to receive a free power pack from the telecoms provider.
- An incident of racial abuse, which took place in Church Lane on the 29th December 2024 has been reported to Devon & Cornwall Police.

- An appeal has been sent by Cornwall Scrapstore for support to continue running. This is a valuable community resource which salvages donated materials for use by local schools and individuals. If you are in Saltash, pop in and have a look.

3. Questions from the public & correspondence received*

- Letter from Mayor of Marazion regarding the no confidence vote in Cornwall Planning Enforcement.
The correspondence was sent as pre-reading and noted.

4. Community & Stakeholders

4.1. Church Tower Fund Progress:

The work on the tower is now complete. Fundraising is ongoing with £1200 still to raise. The Council grant was £2,969 to cover the cost of scaffolding, which cost £2,572.20 because the work was completed faster than expected. The PCC offered to return the balance (£396.80) to the council but requested permission to use the balance for other smaller items associated with the project. RJ gave provisional permission for this as long as receipts are provided, which have now been received and recorded.

The final breakdown of spending from the grant is as follows:

- Scaffolding (Scafftech) £2,257.20
- Ladders etc (DCL) £300.00
- Floor bosses (Taylors) £208.80
- Survey (Grimes) £415.98 (paid in part through council grant)

- Total £3,181.98

The PCC has requested that Parish Council funds be given for the woodworm treatment to the clock case charged at £290 inc. VAT (power to spend Parish Councils Act 1957, s.2 Power to provide public clocks). This would be covered by the Community Asset Maintenance reserve.

It was proposed by PS, seconded by AS and resolved to reimburse St. Mellion with Pillaton PCC £290 for costs associated with the treatment of the clock casing for woodworm by Devonport Consortium Ltd, all in favour

4.2. Any other issues to note: None

5. Planning matters*

5.1. Planning Applications :

PA24/08824 Mr Steven Laity 10 Dunstan Lane, St Mellion, PL12 6UE

Existing timber frame store replaced with new garages complete with EV charging point and store-room.

Consultation Expiry Date: 15th January 2025

Planning Officer: Craig Hewitt

The documents relating to this application had been shared as pre-reading and were shown on-screen.

The following points were noted:

- The size of the proposed garage is appropriate, as is the aspect.
- There is plenty of room on the proposed site for the development once the existing timber framed structure has been demolished.

- There is no indication that any part of the proposed structure is suitable for conversion to accommodation.

It was proposed by BK, seconded by NH and agreed to support this application, all in favour.

5.2. Enforcement Refusals, Approvals & Appeals

PA24/03866 St Mellion Estate 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 13th November 2024.

Planning Officer: George Shirley.

STATUS: Awaiting Decision

A 5-day notice was received in relation to the above application, and it has been requested that it be sent to the Planning Committee for consideration.

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: Refused

It was noted that Mr. Newton has advertised on a public social media platform that the property is available for long term let, which, if it were to take place, would breach the terms of the covenant on the property and constitute change of use, this would therefore need to be reported to planning enforcement.

5.3. Neighbourhood Priority Statement Working Group:

The draft NPS has been sent to Cornwall Council, feedback has been received which indicates that the format needs to change a little as there is a revised template currently being drafted, but that the information required can be sourced from the draft NDP.

Cornwall Council have since asked if they can use the draft statement as a pilot, with some support from the neighbourhood planning team to produce maps, provide data and to get it into the final format.

The main issue will likely be the revised mandatory housing targets from central government for open market housing and affordable homes. This will involve identifying any land suitable for development in the parish. This is problematic as all land is privately owned and most is agricultural.

6. Highways, Rights of Way, Environment & Transport

6.1. Church Lane & Speedwatch update

The December speedwatch session was attended by three police officers and a speed camera van. Advice was given that any drivers found to be inebriated should be reported immediately by calling 999. There has been a significant drop in traffic using Church Lane illegally.

6.2. CAP Road Safety Campaign (sent as pre-reading):

A request has been received for help with funding a road safety campaign for the A388, including a radio message. The total costs of £3600 to be shared by the councils in the Tamar to Moor CAP group.

RJ has since been in contact with Chris Sims to clarify what is expected in terms of funds. There are issues around budgeting for this since the request came in just after budget and precept request. Also, it is unclear whether parishes without GPoC would need to use S137 to fund this, or whether Highways Act 1980, s.274A power to contribute to traffic calming schemes could be used. Since St. Mellion PC has used a significant proportion of the S137 allowance this financial year on community grants, this could be problematic.

Following this correspondence, a further clarification has been issued, which confirms that any financial contribution should be voluntary and at the discretion of individual councils. An 'in principle' agreement for any future campaigns is desired, along with actions details as follows:

- a. Highlighting and promoting the campaign key messages through social media posts, posters in halls/ noticeboards, local newsletters, emails etc.
- b. Encouraging local community road safety champions to come forward.
- c. Use and share the road safety toolkit to promote road safety (should be available in January)
- d. Promoting the campaign to local groups and businesses.
- e. Supporting/ encouraging Community Speedwatch in your parishes.
- f. Designating a single point of contact for the campaign.

It was queried whether the Department of Transport or National Highways are contributing to the campaign, this is unknown.

It was agreed that a sliding scale of proportionate expenditure would be needed for any financial contributions.

6.3. Glebe Field update:

The owner of the disruptive dogs has been instructed that they must be under control at all times, on a lead or muzzled.

6.4. Fly tipping in River Lynher

More fly tipping has taken place on the banks of the River Lynher opposite Tor. RJ has been in extensive consultation with the landowner and is seeking a solution. Tamar Valley National Landscape, Keep Britain Tidy, Cornwall Council and the police have all been approached.

It is recommended that the roadside be fenced at this point to address the issue. Cornwall Highways have stated that it is down to the landowner to commission and pay for fencing. RJ has been looking into possibilities to help the landowner get some grant money to erect fencing, At the moment TVNL are looking into it as they have undertaken similar projects and there is an endangered species of plant on the site.

The Keep Britain Tidy 'Fly tipping Intervention Grant Scheme' has closed, RJ is keeping an eye open for a new round of funding.

6.5. Any other issues to note:

A request was received at the November meeting to establish if a give way sign could be put at the Golf Club end of Church Lane. BK has looked at the site and there is a give way sign at the end of the service lane and that therefore there are no options for requesting another one within yards of the existing one.

7. Council Property & Assets

7.1. Asset Checks:

The asset check spreadsheet was viewed on screen and sent as pre-reading.
All assets were confirmed as being in good order.

7.2. Any issues to note

A draft Bus Shelters risk assessment has been completed. A key needs to be added to indicate the severity scale.

ACTION: RJ to amend the bus shelter risk assessment.

8. Parish Council Governance

8.1. Election costs and arrangements:

The Timetable and cost breakdown was sent as pre-reading. Councillors were encouraged to make sure their register of interests is up to date and accurate. Costs have been indicated as follows:
 Contested Election = £1852.26
 Uncontested Election = £310.84

The above costs are well within the budget reserve for elections.

8.2. Government consultation on Remote Attendance & Proxy Voting:

RJ attended a CALC briefing on the Government Consultation regarding options around remote meeting and proxy voting. At the moment all meetings have to be held face to face (the clerk can attend remotely). During Covid, this was changed by Act of Parliament to allow meetings to take place but when the pandemic ended, this legislation was repealed. The Government is now consulting with Local Government to see if provision can be made legally to allow remote/hybrid meetings and additionally proxy voting, The response from the briefing event highlighted the following benefits and disadvantages, which have formed the basis of the response RJ has sent on behalf of St. Mellion PC:

BENEFITS:

- May encourage busy people to stand for election as councillors.
- Increased engagement with younger generations.
- Possibility of sharing meetings via social media live feed.
- A welcome progression into the modern world.

DISADVANTAGES:

- Lack of IT resources in meeting venue.
- Therefore, costs incurred to purchase necessary permissions, licences and equipment.
- Lack of administrative staff to coordinate IT (especially hybrid meetings).
- Lack of connectivity in rural areas.
- Risk of excluding electorate with limited tech and connectivity.
- May encourage lack of physical attendance.

The crucial response to the survey is that if this becomes a legal possibility, it should not be a legal requirement, as many rural councils simply are not equipped to comply. Local arrangements must be possible.

There was no appetite for proxy voting, which was considered to be open to abuse.

9. Parish Council finances

9.1. To approve monthly payment schedule for December 2024 & January 2025

St. Mellion Parish Council Payment Schedules					
DATE: December 2024					
REVENUE Account					

PAYEE	Invoice Date	Invoice #	Description	Amount	Payment Type
R Jackaman	n/a	n/a	Clerk Salary and Reimbursements	£589.92	BACS
AG Accountancy Ltd	30/11/2024	4446	Payroll Services	£14.48	BACS
NEST	09/12/2024	n/a	Employer + Employee contribution to clerk's pension	£49.49	DD
Unity Trust Bank	31/11/2024	n/a	Monthly Service Charge (October)	£6.00	SO
TOTAL				£659.89	
COMMUNITY Account					
PAYEE	Invoice Date	Invoice #	Description	Amount	Type
Unity Trust Bank	31/11/2024	n/a	Monthly Service Charge (October)	£6.00	SO
TOTAL				£6.00	
DATE: January 2025					
REVENUE Account					
PAYEE	Invoice Date	Invoice #	Description	Amount	Type
R Jackaman	n/a	n/a	Clerk Salary and Reimbursements	£583.80	BACS
AG Accountancy Ltd	03/01/2025	4479	Payroll Service	£14.48	BACS
Fernbank Advertising	02/01/2025	28677	Bus shelter cleaning 4th quarter	£72.00	BACS
S & S Garden Services	09/01/2025	n/a	Jubilee bus stop maintenance	£150.00	BACS
NEST	n/a	n/a	Employer + Employee contribution to clerk's pension	£49.49	DD
Unity Trust Bank	n/a	n/a	Monthly Service Charge (November)	£6.00	SO
TOTAL				£875.77	
COMMUNITY Account					
PAYEE	Invoice Date	Invoice #	Description	Amount	Type
Unity Trust Bank	31/12/2024	n/a	Monthly Service Charge (November)	£6.00	SO
TOTAL				£6.00	

It was proposed by PS, seconded by AS and resolved to approve the payment schedule for December 2024 & January 2025, all in favour.

9.2. Quarterly Review

The Quarterly Review was sent as pre-reading and shown onscreen.

It was proposed by BB, seconded by HG and resolved to approve the Quarterly Financial Review for January 2025, all in favour.

9.3. Employers National Insurance:

At the CALC AGM in November there was significant discussion about the impact of the proposed increase in employer's national insurance contributions from 2025/26. CALC have gathered data on the financial impact for Cornish councils and is using this data to impress the importance of the issue to NALC and to gather support from other partners such as Cornwall Council and local MPs.

CALC successfully argued at the NALC Assembly on 10th December to push for a national campaign to gain exemptions for the local council sector, endorsed the Cornwall motion to continue to press

the government to compensate our sector for the costs incurred in line with the approach for the rest of local government.

NALC are expected to announce next steps in the campaign shortly. As of 16th December, around half of Cornish councils (101) have responded to the CALC request with their estimated cost increases, and the combined tally is currently at £507,603. The total for all councils in Cornwall may be in the region of £1m.

RJ has responded to the request and in the coming financial year, the amount payable will be £238.54.

10. Items for next Parish Council meeting agenda

- Review Annual Plan for YE2026.
- Litter Pick

11. Date and time of next meeting 11th February 2025

BK closed the meeting at 20:48

DRAFT