

## **Minutes of the Ordinary meeting of St Erth Parish Council held on Tuesday 3 November 2019 in The Vestry Rooms, Fore Street, St Erth, commencing at 7.00pm**

**Councillors present:** K.J. Buzza (Chairman), Mrs. W.M. Chappell, M.J. Hanley, E.B. Jenkin, Ms. J. Kersey, Mrs. J. Lee, N. Player, P. Rodda, A. Spencer-Smith and E.T. Taylor (Vice-Chairman).

**Others present:** three members of the community, CC L. Pascoe and P. Rylett (Clerk to the Council).

**Apologies for absence:** none.

### **100/19-20 Declarations of interest**

Councillor Buzza declared a non-pecuniary/personal interest in planning application PA19/08623: Conversion and extension of existing barn to provide single dwelling: Barn south west of Treloweth Cottages, Treloweth Lane, and stated he would withdraw from the meeting when that item on the agenda was reached.

### **101/19-20 Community participation**

Four matters were raised:

#### 1. Impassable footpath - No.9.

A resident reported that part of the footpath running alongside the former POW camp was unpassable due to the collapse of the timber duckboard bridge over a now flooded drainage ditch and asked to whom she should report it.

#### 2. Footpaths Map.

A resident enquired if she could look at the definitive footpaths map for the parish which she understood was kept by the Parish Council.

#### 3. Gates at the entrance to the South Car Park, Multi-Modal Hub.

A resident enquired about the purpose of these gates as he understood the car park would remain open throughout the year.

#### 4. Congestion on Tredrea Lane.

A resident enquired about the highway improvements which had not yet been advertised for further consultation, especially the proposed parking restrictions at the 'top' of Tredrea Lane.

### **102/19-20 Action required on matters raised during community participation**

#### 1. Impassable footpath - No.9.

Councillor Ms. Kersey confirmed that this matter had already been reported to Cornwall Council some weeks ago and CC Pascoe agreed to follow up the matter with the Countryside Access Team.

#### 2. Footpaths Map

The resident was asked to make an appointment with the Clerk to view the map.

3. Gates at the entrance to the South Car Park, Multi-Modal Hub.

Councillor Taylor stated that he believed the gates were there should the car park ever need to be closed and made secure.

4. Congestion on Tredrea Lane.

The Chairman suggested that the congestion had been caused recently by a number of trades vans parking outside a house which was undergoing renovations and that Cormac was still in the process of revising the proposals. CC Pascoe agreed to contact Nicola Yeates to find out the latest position.

**103/19-20 Planning and Listed Building applications**

a) PA19/08623: Conversion and extension of existing barn to provide single dwelling: Barn south west of Treloweth Cottages, Treloweth Lane.

Councillor Buzza repeated his declaration of interest in this application and left the meeting during its consideration.

Councillor Taylor took the Chair for this item and asked the applicant to outline the application, during which the applicant circulated a drawing showing revised access arrangements.

As the revised drawing had only just been submitted to the LPA, and had not yet been published on its website to enable the public an opportunity to comment, the Council,

**RESOLVED** - that consideration of this application be deferred and considered by the Parish Council on Tuesday 12 November 2019.

(Action by: the Clerk).

b) PA19/08801: Conversion from workshop/studio to self-contained holiday home: Steppy Downs Studio, St Erth Hill.

**RESOLVED** - that this application be supported and the Case Officer be requested to impose conditions to: tie the self-contained holiday home to the main dwelling so as to prevent it being sold off separately; that the self-contained holiday home be used only as a holiday home, with appropriate occupancy conditions and not become a permanent residential dwelling.

(Action by: the Clerk).

c) PA19/08972: Proposed rear extension: 20 Lanuthnoe Estate, St Erth Hill.

**RESOLVED** - that this application be supported.

(Action by: the Clerk)

d) PA19/08673: Change of use of land and proposed installation of a gas tank for existing dwelling: Riverside, Tregembo Hill, Relubbus.

**RESOLVED** - that this application be supported.

(Action by: the Clerk)

e) PA19/03929: Retention and completion of two affordable dwellings, one open market dwelling and associated works (re-sited garage at open market dwelling): Land East of Vicarage Gate.

The Clerk referred to an email received from the Case Officer stating that despite the Parish Council's concerns, he felt he could not sustain a refusal of this application and asked if the Council would agree to disagree in accordance with the local council protocol.

**RESOLVED** - that the Council agrees to disagree but requests the imposition of a further landscaping condition to screen the garage.

(Action by: the Clerk)

### **104/19-20 Minutes**

**RESOLVED** - that the Chairman signs as a true and correct record, the minutes of the ordinary meeting of the Parish Council held on 1 October 2019.

As the Council reviewed the actions in the minutes, the Chairman reported that the Parish Council's Community Governance Review submission, which would affect Ludgvan, would be considered on 15 November and that he and the Clerk would be meeting a resident who wished to discuss car parking in Tredrea Lane.

The Clerk then provided an update on the current position of the planning application considered at that meeting as follows:

PA19/07909: Demolition of stable building and its replacement with a detached timber holiday chalet: land north east of 2 Gurlyn Hill, Relubbus - *awaiting determination by the LPA.*

### **105/19-20 Correspondence from Cornwall Council for information or requiring response**

#### 1. VE Day.

The Chairman referred to the report on the agenda and the ways in which local councils and their communities could become involved in marking the 75<sup>th</sup> anniversary of VE Day during May 2020.

As with other events, the Parish Council would consider requests from community groups for 'in kind' support and in the meantime, would publish on its website, the information received.

(Action by: the Clerk)

#### 2. Treloweth Lane street lighting.

The Chairman referred to the correspondence on the agenda and thanked Councillor Hanley for his intervention which had resulted in the new street lighting in Treloweth Lane being connected to Cornwall Council's street lighting management system and a controlled reduction in power output/consumption at night.

## **106/19-20 Reports from Councillors/Clerk on meetings held since the previous meeting of the Council**

### **1. Outstanding issues at the Hub.**

Referring to the report on the agenda, Councillor Hanley reported on the responses received from CC, GWR and NR on the list of outstanding matters at the Hub.

During the discussion, Councillors asked the Clerk to raise the following additional matters with CC: the provision of traffic monitoring data since the new traffic light junction had been commissioned; the provision of a taxi rank at the Hub; and the views of Hayle Town Council and St Ives Town Council on the difference the Hub had made to them during its first year of operation.

(Action by: the Clerk).

### **2. Meeting of the SWW Odour Liaison Group held on 18 October.**

Councillor Taylor reported, and the Council noted, the key points from his report on the agenda.

### **3. Meeting with Scott and Co. and Tregese Consultancy held on 30 October.**

The Clerk reported the introductory meeting with Mr. Joe Davidson of Scott and Co. and Mr. Stephen Potts of Tregese Consultancy, which he had attended with Councillors Hanley and Taylor.

The notes of that meeting had been circulated and further consideration would be given to the project at the informal budget meeting on 12 November.

### **4. Meeting of West Cornwall Dark Skies held on 30 October.**

Councillor Hanley reported, and the Council noted, that he and the Clerk had attended this meeting and confirmed that the Council was now a member of the Steering Group. The group had considered: the re-scheduling of the star gazing event; the outcome of a recent on-line survey; drafting the dossier; light meter readings; and outreach initiatives and the notes of the meeting would be emailed to Councillors when received.

### **5. Meeting of the CNP held on 4 November.**

The Chairman had attended this meeting and highlighted the three main items on the agenda: a presentation by CC Edwina Hannaford entitled "Local Government in Cornwall, what does the future hold?"; a presentation by Christine Garwood from the Harvey's Foundry Trust and Hayle Heritage Centre entitled "An overview of the work and plans for the future"; and a briefing about the Hub by Ward Williams Associates.

The Council noted the report.

## **107/19-20 Usage data - Public Conveniences**

The Council had agreed to monitor the usage of the public conveniences over a period of approximately one year to establish overall usage and patterns of use to inform a review of the current hours of operation and the cleaning contract.

The Chairman highlighted, and the Council noted, the emerging trends from the data so far and confirmed that the information would be available for Councillors via the shared space on the website in future.

(Action by: the Clerk)

### 108/19-20 Working towards a paperless Parish Council

The Council considered the joint report of the Chairman and the Clerk which was intended to stimulate discussion on the opportunity to make changes to current working practices which would reduce reliance on paper and potentially save costs in the long term.

The Council noted the report and that this matter would be revisited as part of the budget preparation process.

(Action by: the Clerk)

### 109/19-20 Receipts and Payments for October 2019

**RESOLVED** - that the payments due be authorised.

#### The following had been received

Cemetery fees	£680.00
Allotment rents	£85.00
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TOTAL	£765.00

#### The following had been paid by Direct Debit or Standing Order

Utility Warehouse	£20.59	Electricity - Vestry Rooms
Cherry Trees	£856.80	Grass cutting - parks, churchyard and cemeteries
SeaDog IT	£25.00	Website hosting fee
Google	£49.68	Gmail account
South West Water	£22.50	Water - Public Conveniences
British Gas	£34.00	Electricity - Public Conveniences
NEST pension scheme	£128.84	Employer contribution of £64.42 and employee contribution of £64.42
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TOTAL	£1,137.41	

#### The following payments were due as at 31 October 2019

P Rylett	£1,325.54	Clerk's salary (Note 1)
P Rylett	£28.60	Clerk's expenses (Note 2)

HMRC	£343.61	PAYE and NI
Cormac Solutions Ltd.	£475.19	Cleaning/re-stocking - Public Conveniences in September
Cormac Solutions Ltd.	£65.47	Unblocking and flow testing - Ladies/ Disabled toilet
Cormac Solutions Ltd.	£229.50	Play sites annual safety inspection
Cormac Solutions Ltd.	£295.92	Replacing two cradle swing seats
Cormac Solutions Ltd.	£1,797.60	Removal of runway (zip wire)
Headland Printers Ltd.	£116.40	Printing agenda for September meeting
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TOTAL	£4,677.83	

#### Note 1

The gross monthly pay was £1,610.54. The net pay of £1,325.54 was the amount payable following deductions of tax and national insurance and with a deduction from the net pay of the employee's contribution to the NEST pension scheme of £64.42 as shown above.

#### Note 2

The sum of £28.60 was comprised of:

Home Office Payment	£18.00	
Reimbursement of:		
Telephone calls	£0	
Postage/stamps	£10.60	Postage of October agenda
Consumables	£0	
Office equipment	£0	
Expenses	£0	
Mileage	£0	

#### 110/19-20 Green St Erth/Carbon Footprint

Councillor Spencer-Smith proposed that the Parish Council could either undertake a self-assessment or commission external support, to assess its carbon footprint, with a view to reducing its impact on the environment by changing its working practices.

The Council could, for example, use the "Welcome to the SME Carbon Footprint Calculator" developed as part of the Carbon Trust's Green Business Fund (GBF) to help businesses manage and report their company's energy consumption and carbon emissions or engage an 'expert' to undertake a more targeted study.

He suggested that this could be undertaken and completed in January in advance of the 'Green St Erth' event in Spring 2020. The Council discussed these proposals and

**RESOLVED** - that the Clerk contacts local providers of this service, inviting them to meet with him and Councillors Hanley, Player and Spencer-Smith early in the new year to discuss what they could provide for the Council.

(Action by: the Clerk).

**111/19-20 Business Plan**

The Council received and noted the current version of its Business Plan with the addition of the next meeting of the CNP on 20 January 2020.

**112/19-20 Agenda items for a future meeting**

None.

**113/19-20 Resolution to continue to sit**

The Council, having sat continuously for three hours,

**RESOLVED** - to continue to sit to complete the business on the agenda.

**114/19-20 Exclusion of the press and public**

**RESOLVED** - that in accordance with S.1 (2) of the Public Bodies (Admission to Meetings) Act, 1960, the Press and Public be excluded from the meeting during the consideration of the following business owing to the confidential nature of that business.

**115/19-20 Soil survey**

The Chairman outlined the actions taken since the previous report and confirmed he would keep the Council informed on progress.

The Chairman closed the meeting at 10.18pm

Signed by  
Chairman.....

Date.....  
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