

Minutes of the Ordinary Meeting of St Erth Parish Council held on Tuesday 15 January 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 (Vice-Chairman), Mrs. J. Lee, N. Player, P. Rodda and A. Spencer-Smith.

Others present: 12 members of the community, CC Lionel Pascoe and Peter Rylett (Clerk to the Council).

Apologies for absence: Councillors E.B. Jenkin, Ms. J. Kersey and E.T. Taylor.

131/18-19 Chairman's announcements

At the start of the meeting the Chairman apologised to the members of the community for any inconvenience caused by the postponement of the meeting due to be held on 8 January and he thanked CC Pascoe for his support in enabling some planning application deadlines for response to be extended.

At the end of the meeting the Chairman also reported that following on from a recent enquiry, he had asked the Clerk to remove the current complaints reporting procedure from the website and to replace it temporarily with a note advising the public to contact the Clerk in case they needed to make a complaint.

The current procedure required review to reflect advice from Cornwall Council about Town and Parish Councils no longer being able to determine complaints about their own members. He confirmed that Cornwall Council would continue to deal with all formal and Code of Conduct complaints relating to councillors.

132/18-19 Declarations of Interest

There were none.

133/18-19 Community participation

The Chairman stated that he was aware that several members of the community wished to comment on items on the agenda. He would allow them to do so when those items were reached but if there were any matters, other than those, they should be raised at this point.

No other matters were raised.

134/18-19 Planning and Listed Building applications

a) PA18/08140: Continued use of restricted holiday let to unrestricted residential use: The Tractor Barn, Bosworgy Road, Townshend.

RESOLVED - that the Parish Council:

1. agrees with the advice of its planning consultant that the application is still flawed and that it should not be determined in its present form;
2. maintains, in any event, that the application is contrary to the St Erth Neighbourhood Plan and should be refused (SENP policies HT 3 and ED 8 both oppose the loss of holiday accommodation unless supported by evidence of 12 months unsuccessful marketing, as well as the comment in paragraph 5.9 which says: "*The loss of tourism accommodation will be resisted.*"); and

3. requests that the application be determined by the Planning Committee because approval would be a departure from policy.

(Action by: the Clerk)

b) PA18/08144: Certificate of Lawfulness for existing use of building as a self-contained, independent dwelling house: The Shed, Bosworgy Road, Townshend.

The Chairman advised that the Local Planning Authority (LPA) had refused this application and was taking enforcement action. The Parish Council had registered as a 'complainant' so that the LPA would automatically inform it of the outcome.

c) PA18/11955: Non-material amendment to amend construction hours of North Car Park section in respect of application PA11/09753 (Construction of a public transport interchange incorporating three car parks and new traffic signal junction): Land east south east of St Erth Railway Station.

RESOLVED - that whilst this application is supported, the Parish Council requests the LPA to encourage the applicant to undertake all work, likely to cause significant noise, within the current permitted hours in the interests of minimising disturbance to residents.

(Action by: the Clerk)

d) PA18/11513: Listed Building Consent for installation of a stepped and ramped access between the south car park (multi-modal hub) and Platform 1: St Erth Railway Station.

RESOLVED - that this application be supported.

(Action by: the Clerk)

e) PA18/11026: Conversion of existing former Public House to form 5 apartments: Lamb & Flag Inn, Canonstown.

RESOLVED - that St Erth Parish Council objects to this application because it has not yet demonstrated compliance with policy ED 8(i) of the St Erth Neighbourhood Plan which states:

"POLICY ED 8 Support of existing business

Development proposals that would result in the retention and/or expansion of the following important locally valued facilities, namely the Shop/Post Office and cafe, the Star Inn, the Lamb and Flag and the Smugglers, and services will be encouraged.

Conversion or change of use of existing community facilities and commercial premises for other uses must demonstrate:

i. it is unviable to continue the operation of the uses, demonstrated by market evidence of sustained attempts to secure its existing use or an alternative business re-use for at least twelve months; or

ii. the facility can be re-provided within the premises or equally as conveniently accessible to residents at an alternative location within the settlement boundary."

The Parish Council is also concerned about external residential amenity standards. The flats are in two buildings that stand close to one another, so that there might be mutual overlooking. Furthermore, the block plans don't appear to define individual private outside amenity space for each unit (whose size suggests that they would be large enough for family occupation) or off-road parking (which of course would be essential here). The red-edged site seems too small to allow them to be satisfactorily included within the present application.

(Action by: the Clerk)

135/18-19 Minutes

Councillor Spencer-Smith stated that with regard to minute 128/18-19 Future of the Star Inn, he believed that the Council had also agreed to review the community buildings named in the SENP and consider which were suitable for listing as assets of community value. The Council agreed with this and

RESOLVED - that subject to the inclusion of the additional words, set out below, at the end of the recommendation of minute 128/18-19, the Chairman signs as a true and correct record, the minutes of the Ordinary meeting held on 4 December 2018.

Additional words: *“and that the Council reviews the community buildings named in the St Erth Neighbourhood Plan and agrees which are suitable for registering as assets of community value.”*

(Action by: the Clerk)

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

PA18/10624: Non-material amendment in relation to Planning Approval PA11/09753: Soft Landscaping revisions: land ESE of St Erth Railway Station - *awaiting determination by the LPA*

PA18/10286: Erection of domestic extension and self-contained annex: 11 St Erth Hill - *approved by the LPA*

PA18/09984: Conversion of garage/workshop building to form a self-contained annexe for a family member: Relubbus House, Tregembo Hill, Relubbus - *approved by the LPA*

136/18-19 Reports from Councillors/Clerk on meetings held since the previous meeting of the Council

- The Council considered the minutes of the meeting of the Highway Improvements Working Group held on 7 January, listened to and discussed the views put forward by members of the community and made the following resolutions, having acknowledged that all measures would be subject to compliance with highway regulations and consideration by Cormac:

Regarding the 20mph zone, the Council noted that there were five main entry/exit points to the village and that some of these would require a buffer zone, as a transition from 60mph to 20 mph would not be permitted. Signage, supported by either physical impediments and/or line markings on the carriageway would also be required.

RESOLVED - that:

1. a pair of ‘cushions’ be installed in School Lane, on the village side of the Boscarnek Estate, to slow traffic on the approach to the school;
2. ‘tables’ be installed on at least the two main entry points to the village square (Chapel Hill and Fore Street) or on all four points if funds allow (i.e. on Chapel Hill, School Lane, Fore Street and Church Street);

3. as first choice, a table also be installed in Chenhalls Road, between the bus stop and Chenhalls Close, to slow traffic approaching/leaving the cross roads; or as second choice, a pair of cushions instead;
4. either dragon's teeth line markings/rumble strips be installed on Tredrea Lane, (to emphasise the 20mph sign as well as a repeater sign, for the benefit of cyclists especially) or Cormac be requested to identify the appropriate positions for the installation of tables at both the top and bottom ends of the Lane in proximity to the 'blind' bends;
5. the Treloweth Lane buffer zone start on the A30 side of Treloweth 'Bends', supported by a table or cushions near the Treloweth Close junction to slow traffic approaching the junction with Tredrea Lane and therefore provide a safer crossing point to the bus stop; and
6. the Parish Council continue to seek a 30mph speed limit for the entire length of Treloweth Lane until the 20mph speed limit is reached.

Regarding Tredrea Lane, the Chairman stated that the Council was attempting to achieve: a balance between improved visibility and safety for motorists, both up and down the Lane; having the least impact on on-street parking for residents; and to make the route into and out of the village safer for cyclists and pedestrians.

The Council

RESOLVED - that:

1. as first choice, the Clerk discuss with St Aubyn Estates, the possibility of constructing a timber walkway inside the wall from the Toilets to Battery Mill Lane or, as second choice, build a pavement on the carriageway;
2. a virtual pavement over the bridge be supported;
3. No Waiting restrictions (double yellow lines), across the boundary of the Toilets and access lane, be supported to prevent obstruction and to improve visibility for motorists driving 'up' Tredrea Lane;
4. No Waiting restrictions, at an appropriate point on the top corner of Tredrea Lane, be supported and these be accompanied by white line parking bays thereafter to the proximity of the junction with Trehayes Meadow to create a natural barrier; and
5. at the junction of Tredrea Lane with Trehayes Meadow, Cormac be requested to investigate what measures, other than No Waiting restrictions, can be introduced to make that junction safer.

Regarding Water Lane, the Council

RESOLVED - that a 6m flat top road hump or 'table' be built at the dropped kerb to provide a safe crossing point for residents.

- The Council considered the minutes of the meeting of the Open Spaces Committee held on 19 December and

RESOLVED - that the minutes be approved and the recommendation contained therein be adopted.

(During consideration of the minutes, Councillor Spencer-Smith agreed to forward to the Clerk details of two items of play equipment for the Committee to consider.)

(Action by: the Clerk and Councillor Spencer-Smith)

137/18-19 Update on highway improvements discussed at the meeting of the Community Network Panel

At the meeting of the Community Network Panel (CNP), held on 19 November 2018, it had been agreed that Cornwall Council would supply costings of the various highway proposals but that this information had not been received.

It was impossible, therefore, for the Parish Council to have fully informed consideration of the proposals and agree which ones it felt able to mandate its representative(s) to support at the next meeting of the CNP.

In view of that, the Council

RESOLVED - that:

1. the Clerk contact the Community Network Manager and Chairman of the CNP to request that this matter be deferred until the costings have been received;
2. if, however, it is decided not to defer the meeting, St Erth Parish Council representatives be mandated only to support proposals which will have a benefit for more than one council area - for example, improvements to the national cycle route network; and
3. St Erth Parish Councils declines the offer speed radar/mobile speed activation signs because it is focused on delivery of its own highway improvement priorities which are at an advanced stage. If, however, the CNP decides, for reasons of expediency or otherwise, to spend the current year's budget on speed radar/mobile speed activation signs, this Council requests payment of what would have been the cost of its speed radar/mobile speed activation signs instead.

138/18-19 Outcome of the boundary review for Cornwall Council's electoral divisions

The Council received and noted this report which stated that:

- A new division named 'Long Rock, Marazion and St Erth' would be created;
- Cornwall would be represented by 87 councillors, 36 fewer than there were now;
- Cornwall would have 87 divisions, 35 fewer than there were now;
- The boundaries of all divisions would change; none would stay the same;
- The changes proposed had to be approved by Parliament and a draft Order would now be laid before Parliament; and
- The draft Order would provide for new electoral arrangements for Cornwall to be implemented at the local elections in 2021.

139/18-19 Correspondence from Cornwall Council requiring response

The Council considered the report of the Clerk which contained information from CALC and Cornwall Council on the forthcoming Community Governance Reviews.

Councillor Spencer-Smith suggested that this review might be able to address the current boundary anomalies which had not been resolved by the review of Cornwall Council's electoral divisions and following discussion, the Council

RESOLVED - that Councillor Spencer-Smith and the Clerk present a report on this matter to the February meeting of the Parish Council.

(Action by: Councillor Spencer-Smith and the Clerk)

140/18-19 Continuing to sit

The Council, having sat for three hours

RESOLVED - that it continues to sit in order to complete the business on the agenda.

141/18-19 Vestry Rooms - update

The Council considered the report of the Clerk and advice from its planning consultant and

RESOLVED - that the Council's planning consultant and Clerk submit a Listed Building Pre-App and the outcome be reported to the Vestry Rooms Working Group.

(Action by: the Clerk)

142/18-19 Receipts and Payments for December 2018

RESOLVED - that the payments due be authorised.

(Action by: the Clerk)

The following had been received

Cemetery fees	£210.00
Grant from St Aubyn	£500.00
Estates for new fencing	
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TOTAL	£710.00

The following had been paid by Direct Debit or Standing Order

Utility Warehouse	£12.59	Electricity - Vestry Rooms
Cherry Trees	£856.80	Grass cutting - parks, churchyard and cemeteries
SeaDog IT	£18.95	Website hosting fee
Google	£39.60	Gmail account
South West Water	£367.00	Water - Public Conveniences
British Gas	£23.00	Electricity - Public Conveniences
NEST pension scheme	£112.43	Employer contribution of £62.46 and employee contribution of £49.97
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TOTAL	£1,430.37	

The following payments were due as at 31 December 2018

P Rylett	£1,293.83	Clerk's salary (net pay - see Note 1 below)
P Rylett	£80.74	Clerk's expenses (see Note 2 below)

HMRC	£336.37	PAYE and NI
Cormac Solutions Ltd.	£450.20	Cleaning/re-stocking Toilets
Cormac Solutions Ltd.	£500.00	Lining/bollard scheme at Public
Headland Printers Ltd.	£37.20	Conveniences
Hudson Accounting Ltd.	£150.00	Councillor/Clerk ID Cards
Zurich Municipal	£829.84	2019/20 Budget preparation
Cornish Venning Ltd.	£193.20	Annual insurance premium
		Legal advice
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TOTAL	£3,871.38	

Note 1

The gross monthly pay was £1,561.55. The net pay of £1,293.83 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 £49.97 as shown above.

Note 2

The sum of £80.74 was comprised of:

Home Office Payment	£18.00	
Reimbursement of:		
Telephone calls	£0	
Postage/stamps	£0	
Consumables	£2.75	Printer paper
Office equipment	£59.99	Software for new laptop
Expenses	£0	
Mileage	£0	

143/18-19 Budget position - 3rd Quarter

The Chairman highlighted specific budget headings following which the Council noted the report.

144/18-19 Business Plan

The Council considered the current version of this plan during which Councillor Spencer-Smith suggested, and the Council agreed, that a third column be added to reflect dates of other key meetings, such as the Community Network Panel etc.

(Action by: the Clerk)

145/18-19 Agenda items for a future meeting

1. Councillor Spencer-Smith suggested, and the Council agreed, that it would be helpful if a 'to do' list of decisions and actions could be prepared and placed on Google Drive. The Chairman explained that he had been considering this with the Clerk but that the web-

based system which had been suggested to them was not particularly user-friendly a so a more simple list would be trialled.

(Action by: the Clerk)

2. Councillor Spencer-Smith reminded the Clerk that he had asked for a report, in due course, about the possibility of an electric vehicle charging point.

(Action by: the Clerk)

3. Councillor Spencer-Smith reminded the Clerk that he had asked for signs to be made for the public conveniences to inform users that the facility was the responsibility of the Parish Council and to provide contact details etc.

(Action by: the Clerk)

146/18-19 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.

147/18-19 Support for residents

The Council considered and noted the report of the Clerk.

The Chairman closed the meeting at 10.32pm

Signed by
Chairman.....

Date.....
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