

# **Minutes of the Ordinary meeting of St Erth Parish Council held on Tuesday 3 March 2020, in the Vestry Rooms, Fore Street, St Erth, commencing at 7.00pm**

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

**Others present:** one member of the community, F. Drew and P. Rylett (future and current Clerks to the Council).

**Apologies for absence:** Councillors Ms. J. Kersey and A. Spencer-Smith.

## **166/19-20 Declarations of interest**

None.

## **167/19-20 Community participation**

(Councillor Rodda joined the meeting at this point – 7.03pm).

Four matters were raised:

1. Use of The Green Lane Park by members of St Erth Methodist Chapel.

A resident asked if the Council had considered her request on behalf of members of the Chapel to use The Green Lane Park to host a ‘Songs of Praise’ event in June 2020.

2. Dog fouling.

On behalf of members of the community, Councillor Player raised the recent increase in the level of dog fouling in the parish and asked if action had been taken and what further action could be taken.

3. Route of diverted traffic due to roadworks in Chenhalls Road.

On behalf of members of the community, Councillor Taylor described the problems which had arisen following the imposition of an unsuitable route for diverted traffic and asked what action the Parish Council could take.

4. Articulated lorry on Chapel Hill.

On behalf of members of the community, Councillor Taylor reported that an articulated lorry had been ‘stuck’ on Chapel Hill during Saturday 29 February. He suggested that this was partly due to Cornwall Council’s previous refusal to install ‘Ignore your Sat Nav’ signs at both ends of the village and because the driver of this particular lorry had no local knowledge and had, therefore, followed his ‘sat nav’ instructions.

Councillor Taylor asked what action the Parish Council could take to reduce the risk of a recurrence.

## **168/19-20 Action required on matters raised during community participation**

1. Use of The Green Lane Park by members of St Erth Methodist Chapel.

The Chairman informed the parishioner that the Clerk had responded already, granting permission, subject to the completion and return of a risk assessment and receipt of a copy of the Chapel’s Public Liability Insurance for the event. The Clerk would liaise with the Chapel Secretary.

(Action by: the Clerk).

2. Dog fouling.

The Clerk advised that the following actions had been agreed with the Chairman: informing the community that the Parish Council is aware of the problem; that the 'Report It' facility on Cornwall Council's website will be publicised again; an informal walkabout with Cornwall Council's Enforcement Officer, to identify fouling 'hot spots' will be arranged; and arrangements will be made for the Parish Council to receive a presentation from Cornwall Council Enforcement about what action it is able to take about dog fouling and how it can support the Parish Council.

(Action by: the Clerk).

3. Route of diverted traffic due to roadworks in Chenhalls Road.

It was agreed that this example be raised with Nicola Yeates (Portfolio Manager - Capital Transportation & Infrastructure, Cornwall Council), to illustrate the need for the Parish Council to be consulted on all proposals to undertake roadworks in the parish.

(Action by: the Clerk).

4. Articulated lorry on Chapel Hill.

It was agreed that this example be raised with Nicola Yeates (Portfolio Manager - Capital Transportation & Infrastructure, Cornwall Council), to illustrate the need for the HGV exclusion zone and appropriate signage on all approaches to the parish boundary.

(Action by: the Clerk).

**169/19-20 Planning and Listed Building applications**

a) PA20/01161: Extension to connect garage to house, and conversion of garage to lounge and bedroom: 30 Chenhalls Road.

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

(Action by: the Clerk).

b) PA20/00263: Listed Building Consent: To supply, install, test and commission 1 x CCTV camera to view the new entrance on Platform 1: St Erth Station, Station Approach.

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

(Action by: the Clerk).

c) PA20/01263: Listed Building Consent: Improvements to Customer Service Area: St Erth Station, Station Approach.

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

(Action by: the Clerk).

**170/19-20 Minutes**

**RESOLVED** – that the Chairman signs as a true and correct record, the minutes of the Ordinary meeting held on 4 February 2020.

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

- a) PA19/05260: Construction of replacement extension to a dwelling house: 10 St Erth Hill – *withdrawn*.
- b) PA20/00516: Permission in principle for construction of dwellings: land east of Vicarage Gate – *awaiting determination by the LPA*.

**171/19-20 Correspondence from Cornwall Council for information or requiring response**

1. Highway Improvements.

The Chairman reported that correspondence had been received from Nicola Yeates (Portfolio Manager - Capital Transportation & Infrastructure, Cornwall Council), which included revised drawings of the various highway safety improvement schemes.

The next step would be to undertake another ‘walkabout’ to view the revised schemes before undertaking further public consultation and Councillors would be notified of the arrangements.

(Action by: the Chairman and the Clerk).

2. Listed building application: Access for All Bridge at St Erth Station.

The Chairman reported that the Clerk had received formal notification of this application today and had asked the Planning Case Officer if he would grant an extension of time to enable consideration at the Parish Council’s next Ordinary meeting on 15 April.

The Council considered the position and, having taken into account the number of occasions when it had considered the proposals previously,

**RESOLVED** – that:

- 1. the Parish Council will consider the application if the Case Officer agrees an extension of time but if not, the Parish Council does not feel there is need to hold a special meeting to consider this application; and
- 2. if a special meeting is not held, the application be publicised on the Parish Council’s website indicating where comments from the public should be sent.

(Action by: the Clerk).

**172/19-20 Reports from Councillors/Clerk on meetings held since the previous meeting of the Council**

1. Flooding – update from CC Highways Manager, Mike Peters.

The Council received and noted the report of the Clerk on this matter.

**173/19-20 Receipts and Payments for February 2020**

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

(Action by: the Clerk).

The following had been received

VAT reclaimed	£13,756.68
TOTAL	£13,756.68

The following had been paid by Direct Debit or Standing Order

Utility Warehouse	£68.85	Landline, broadband, electricity - Vestry Rooms
Cherry Trees	£856.80	Grass cutting - parks, churchyard, cemeteries
SeaDog IT Ltd.	£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
BT	£121.20	Quarterly phone bill – Vestry Rooms
TOTAL	£1,178.03	

The following payments were due as at 29 February 2020

P Rylett	£1,656.40	Clerk's salary ( <b>Note 1</b> )
P Rylett	£28.60	Clerk's expenses ( <b>Note 2</b> )
HMRC	£523.12	PAYE tax and NI
Cormac Solutions Ltd.	£459.61	Cleaning/re-stocking - Public Conveniences in February
J Pender	£100.00	Advice – Vicarage Gate application
C MacDonald Builders Ltd.	£72.00	Stabilisation of chimney stack – Vestry Rooms
Cornwall Council	£1,152.00	Tree Risk Management reports for Churchyard and Cemeteries undertaken in May 2019
K Buzzia	£18.90	Mileage to attend CALC AGM in Truro on 30 January
TOTAL	£4,010.63	

**Note 1**

The gross monthly pay was £2,002.41. The net pay of £1,656.40 was the amount payable following deductions of employee's tax and national insurance.

**Note 2**

The sum of £28.60 is comprised of:

Home Office Payment £18.00

Reimbursement of:

Telephone calls £0

Postage/stamps £10.60 Postage of agenda for March PC meeting

Consumables £0

Office equipment £0

Expenses £0

Mileage £0

174/19-20 75<sup>th</sup> Anniversary of VE Day

The Council referred to the report of the Clerk and considered the submission from the Feast and Lights Committee of the events planned for this anniversary.

**RESOLVED** - that the Parish Council supports this event and agrees to make a contribution of £500.00 from the Community Engagement and Communications budget.

(Action by: the Clerk).

### **175/19-20 Business Plan**

The Council noted the latest version of this plan.

### **176/19-20 Agenda items for a future meeting**

1. Signage.

The Council considered an email received from Councillor Hanley and, following discussion, agreed that the proposal be added to the list of Council's projects for future consideration.

(Action by: the Clerk).

2. Directional signs indicating the way to the Station.

Councillor Mrs. Chappell referred to the number of visitors who asked for directions to the railway station and suggested there was a need for more directional signs.

The Council considered this and agreed that the matter be discussed with Nicola Yeates during the forthcoming walkabout meeting.

(Action by: the Clerk).

### **177/19-20 Personnel changes**

The Chairman reminded the Council that Councillor Mick Hanley and the Clerk, Peter Rylett, would be leaving the Council on 31 March.

On behalf of the Council the Chairman thanked Mick for all of his contributions over the years, particularly for his passion to improve the wellbeing of the community and the environment and his keen eye for design.

Thanks to Mick, the Council had made real progress on two projects in particular - highway safety improvements and the design of the new bridge and although he would be missed as a Councillor, he would always be welcome to continue to provide input as a member of the community.

Although this was Pete's last Parish Council meeting, he was still engaged on important CGR work and would be concentrating on this as well as the routine business of the Council and continuing the handover to Fi.

Through his considerable local government experience, Pete was well-connected and had provided Councillors access to services and expertise enabling the Council to undertake its work more effectively and in an informed way.

On behalf of the Council, the Chairman thanked both Mick and Pete for their service and wished them well for the future.

**178/19-20 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.

**179/19-20 Soil survey update**

The Chairman explained the next phase of work to be undertaken by Cornwall Council, including the indicative timescale and cost and following discussion, the Council noted the report.

(Action by: the Clerk).

**180/19-20 Community Governance Review**

Referring to an action plan, the Chairman reported on progress since the last meeting and the Council discussed the next steps to be taken.

(Action by: Councillors Buzzza, Player, Spencer-Smith, Taylor and the Clerk).

The Chairman closed the meeting at 9.07pm.

Signed by Chairman.....

Date.....