

Minutes of the Ordinary Meeting of St Erth Parish Council held on Tuesday 5 June 2018 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), P. Rodda (arrived at 7.57 p.m.), A. Spencer-Smith and E.T. Taylor

Others present: two members of the community and Peter Rylett (Clerk to the Council)

Apologies for absence: Councillors E. B. Jenkin and Ms. J. Kersey and CC L. Pascoe

23/18-19 Declarations of interest

None.

24/18-19 [Result of the St Erth Neighbourhood Plan Referendum](#)

The Chairman referred to the official result notice included with the agenda and thanked all those who had been involved in the Neighbourhood Planning process.

25/18-19 Community participation

1. Storage of container

On behalf of the Feast Committee and the Christmas Lights Association, a resident asked if the Council would be prepared to allow their equipment storage container to be located on the gravel car park opposite the Methodist Hall.

26/18-19 Action required on matters raised during community participation

1. Storage of container

Following discussion, it was agreed in principle, that the Parish Council supports the storage of a container on Parish Council land but the organiser be requested to liaise with the Clerk to establish whether there were any other preferable sites in Parish Council ownership.

27/18-19 [Planning and Listed Building applications](#)

a) Presentation of forthcoming planning application to amend operating hours by representatives of SUEZ.

The Chairman welcomed representatives of SUEZ who outlined, and answered questions about, a forthcoming planning application to increase the opening hours of the Waste Transfer Station (WTS) during the Christmas/New Year period. This would enable the additional disposal of domestic recycling materials contained in the red, blue and orange bags.

During consideration of the application, the Area Manager of SUEZ offered to investigate the origin of large blue trucks which had been travelling through the village rather than accessing the WTS via the A30 and liaise with the Clerk.

b) PA18/04237: Retention of replacement windows, installation of roof light, internal refurbishment and associated works: 1 Holbrook Row.

RESOLVED - that St Erth Parish Council objects strongly to the replacement windows already installed and the proposed replacement front door. They are completely inappropriate for an otherwise characterful cottage in St Erth's Conservation Area. While the house owners have taken the trouble to choose a conservation grade roof light, the Parish Council is dismayed that the original sash windows have been replaced with upvc casement units which are completely out of keeping with the modest building. They are detrimental to both the property (the main south elevation suffers particularly) and to the Conservation Area.

The Parish Council expects to see traditional sash windows fitted to all window apertures so that the historic character of the cottage and the Conservation Area is maintained. Cornwall Council's Design Guide encourages this (7.70). Well-designed windows with narrower frames would also allow more light into the cottage, a welcome benefit. Equally importantly, we also would like to see the window units set back with proper reveals of 100 - 150mm (4" - 6") if at all possible, again to enhance the visual appearance of the cottage. Reveals on old facades are an essential character of historic buildings - they give them their intrinsic visual character. This vital quality is entirely lost with installations such as this.

The Parish Council also objects to the proposed front door which is not in keeping with the cottage and would like to see a timber front door that better reflects the existing character of those nearby in the Conservation Area.

(An example of a relatively sensitive restoration of a similar terrace cottage in St Erth is nearby at 12 Chapel Hill which shows how well it can be done with care and imagination).

c) PA18/04604: Proposed felling of two trees - a sycamore and a stump: adjacent to the Public Conveniences, Tredrea Lane (Noted - for information).

d) PA17/11655: Variation of planning obligation dated 16.02.2015 in respect of decision PA16/10192 (construction of 10 new dwellings) to reflect new market prices for houses: Land NNE of Chenhalls Road cemetery.

RESOLVED - that St Erth Parish Council requests that this application be deferred for more information from the Affordable Housing Officer on the evidence to justify the variation of the planning obligation and to enable the Planning Case Officer to investigate the changes to the approved plans regarding the use of the bedrooms in some of the houses.

e) PA18/04199: Listed building consent for replacement of existing life-expired platform lighting with energy-efficient LED luminaires: St Erth Station, Station Approach.

RESOLVED - that St Erth Parish Council objects to this application because the proposed light fittings are unsympathetic to the Listed Building.

The Parish Council suggests that there will be fully compliant light fittings available which are less utilitarian and industrial in design and more in keeping with the Station surroundings.

The Parish Council would welcome consultation on a revised application showing an improved design.

f) PA18/04766: Proposed two storey rear extension providing extra bedrooms and kitchen area: 4 Chenhalls Close. (Councillor Rodda arrived at this point).

RESOLVED - that this application be supported.

g) PA18/04748: Retention and completion of works to demolish and rebuild two mundic block extensions, Cherry Tree Cottage, 6 The Green Lane.

RESOLVED - that St Erth Parish Council supports this application and requests that a condition be included requiring all building waste material to be removed from the site, including any left on surrounding land, on completion of the works.

(Additional general comment: Following the consideration of these planning etc. applications, the Council requested the Clerk to write to the Local Planning Authority to say that whilst it welcomes more frequent involvement in the pre-planning application process, it is dismayed to see an increase in the number of planning applications submitted retrospectively as a result of enforcement action and the LPA be asked to consider how it can encourage people to apply first rather than retrospectively.)

28/18-19 Minutes

RESOLVED - that the Chairman signs, as true and correct records, the minutes of the:

- a) Annual Parish Meeting held on 15 May 2018; and
- b) Annual meeting of the Parish Council held on 15 May 2018.

The Clerk then updated the Council on the current situation with regard to the planning applications considered at the Annual meeting of the Parish Council as follows:

- a) PA18/02665: Single-storey rear extension to replace conservatory and raised patio to rear: 3 School Lane - *approved by LPA.*
- b) PA18/03608: Removal of condition 2 (holiday lets not to be used during months of December and January) in respect of W1/88/P/0591 to allow all year holiday occupancy: 9 Trevithick Court, Tolroy Manor Holiday Park - *awaiting decision by LPA.*
- c) PA18/03781: Proposed two classroom extensions and associated stores: St Erth Community Primary School, School Lane - *awaiting decision by LPA.*
- d) PA18/03398: Variation of Condition 6 on Decision Notice PA11/09753 for the construction of a public transport interchange incorporating three car parks and a new traffic signal controlled junction with the A30; namely to alter and extend working hours for the South Car Park section of the site to 0700 - 2100 Monday - Friday and 0700 - 1900 on Saturdays: St Erth Station - *awaiting decision by LPA.*
- e) PA18/03397: Variation of Condition 6 on Decision Notice PA11/09753 for the construction of a public transport interchange incorporating three car parks and a new traffic signal controlled junction with the A30; namely to alter and extend working hours for the North Car Park section of the site to 0700 - 2100 Monday - Friday and 0700 - 1900 on Saturdays: St Erth Station - *awaiting decision by LPA.*

29/18-19 Reports from Councillors/Clerk on meetings held since the previous meeting of the Council

- [Community Network Panel - 21 May](#). This meeting had been attended by Councillors Buzza, Hanley, Spencer-Smith and Taylor who highlighted the main points considered, namely: Strengthening Community Network Panels; Community Network Highways Scheme; St Erth Park and Ride; Neighbourhood Plan updates; and Q & A with Cornwall Councillors.

(Due to the significance of some of the matters discussed, the view was expressed that Councillors needed to be vigilant to ensure that the notes accurately reflected their comments and questions.)

- [SWW Odour Liaison Group](#) - 30 May. This meeting had been attended by Councillors Hanley and Taylor and the Council considered the report by Councillor Taylor.

During discussion, it was

RESOLVED - that Councillors Taylor and Spencer-Smith devise a text reporting system for residents to report smell nuisance from the Sewage Treatment Works and report back to the next meeting of the Council.

30/18-19 Receipts and Payments for May 2018

The Council considered this report and

RESOLVED - that the payments due be approved.

The following had been received

	£0
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TOTAL	£0

The following had been paid by Direct Debit or Standing Order

Utility Warehouse	£12.49	Electricity - Vestry Rooms
Chris Bray	£856.80	Grass cutting - parks, churchyard and cemeteries
SeaDog IT	£18.95	Website hosting fee
Google	£23.76	Gmail account
South West Water	£22.50	Water - Public Conveniences
British Gas	£23.00	Electricity - Public Conveniences
NEST pension scheme	£105.06	Employer contribution of £58.37 and employee contribution of £46.69
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TOTAL	£1,062.56	

The following payments were due as at 31 May 2018

P Rylett	£1,558.23	Clerk's salary (net pay - see Note 1 below)
P Rylett	£70.56	Clerk's expenses (see Note 2 below)

HMRC	£512.24	PAYE and NI
Cormac Solutions Ltd.	£450.20	Cleaning/re-stocking Toilets: April
SeaDog IT	£125.00	Website and email technical support
Cornwall ALC Limited	£54.00	GDPR Training - delegate fee
Hudson Accounting Ltd.	£325.00	Year End/New Year: payroll, pension, closedown, AGAR, Cash Book 18-19 and Asset Register advice
Cherry Trees	£2,160.00	Fencing - phase 2
St Erth PCC	£90.00	Hire of Old School Room on 28 July for highway improvements exhibition
Mrs. C. Casey	£500.00	Professional fee for work on the NP document and Referendum
Headland Printers Ltd.	£474.00	Neighbourhood Plan - printing final version
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TOTAL	£6,319.23	

Note 1

The gross monthly pay was £1,561.55 + £384.00 for Neighbourhood Planning work undertaken in May. The net pay of £1,558.23 was the amount payable following deductions of tax and national insurance and with a deduction from the net pay for the employee's contribution to the NEST pension scheme of £46.69 as shown above.

Note 2

The sum of £70.56 was comprised of:

Home Office Payment	£18.00	
Reimbursement of:		
Telephone calls	£0	
Postage/stamps	£1.40	
Consumables	£34.51	Batteries for clock, cable ties for NP Banner, printer ink and file
Office equipment	£0	
Expenses	£0	
Mileage	£16.65	Redruth for GDPR training on 16 May

31/18-19 Update on compliance with the General Data Protection Regulations

The Council noted the report of the Clerk on the action which had been taken as the Council made progress with full compliance with the GDPR.

RESOLVED - that the report be noted and a meeting of the GDPR Working Group be held on 25 June at 7.00pm in the Vestry Rooms to make more progress towards full compliance.

32/18-19 Date of Co-Option meeting and Clerk's Appraisal meeting

RESOLVED - that a Co-Option meeting be held on 26 June at 7.00pm in the Vestry Rooms to be followed by the Clerk's Appraisal meeting.

33/18-19 Update on 2nd defibrillator

The Council considered and noted the report of the Clerk on this matter and that a further report would be made following a site visit and advice and costings from the Community Heartbeat Trust.

34/18-19 Lining at the Public Conveniences

This report had been deferred as information had not been received from Cormac.

35/18-19 Business Plan

The Council noted the current version of its Business Plan.

36/18-91 Agenda items for a future meeting

The Council noted that the meeting on 3 July would consider reports on: the 2nd defibrillator; the text reporting system; and the boundary review of Cornwall Council.

The Chairman closed the meeting at 9.01pm

Signed by
Chairman.....

Date.....
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