

## **Minutes of the Ordinary Meeting of St Erth Parish Council held on Tuesday 2 July 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, Ms. J. Kersey, Mrs. J. Lee, N. Player, A. Spencer-Smith and E.T. Taylor (Vice-Chairman)

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

**Apologies for absence:** Councillors E.B. Jenkin and P. Rodda

### **36/19-20 Declarations of interest**

Councillor Hanley declared a non-pecuniary interest in agenda item 8 entitled 'Community Governance Reviews' as one of the proposals being considered by a neighboring Council would affect the property in which a member of his family lived.

### **37/19-20 Community participation**

One matter was raised:

#### 1. Planning application PA19/04962

A member of the community said that he was here to listen to the debate and agreed to answer any questions the Parish Council had on his perspective as a neighbour.

### **38/19-20 Action required on matters raised during community participation**

#### 1. Planning application PA19/04962

The Council thanked the member of the community.

### **39/19-20 Planning and Listed Building applications**

a) PA19/03986: Non Material Amendment (6) in respect of PA11/09753 (Construction of a public transport interchange incorporating three car parks and new traffic signal junction): Changes to the locations of Bird and Bat Boxes (habitat enhancements): Land East South East of St Erth Railway Station, Station Approach.

**RESOLVED** - that the application be supported and the Clerk establish if a similar habitat survey would be required in the event of a planning application for the use of the overflow car park.

(Action by: the Clerk).

b) PA19/04953: Prior notification of agricultural development: Clear Span Shed, Tregenhorne Farm, 21 Steppy Downs Road, St Erth Praze.

The Council noted that this application was for information only as "prior approval not required".

c) PA19/04962: Construction of new dwelling and private access to estate road: land NNE of cemetery, Chenhalls Road.

**RESOLVED** - that St Erth Parish Council objects to this application.

The current site includes part of the site allowed on appeal in 2015 (ref. PA13/09686) which the Planning Inspector said is outside the edge of the village of St Erth.

The rest of the current application site is within what the Inspector described in paragraph 10 of his decision letter as also being agricultural land. He allowed the appeal solely because it was an affordable-led scheme responding to an identified local housing need.

The St Erth Neighbourhood Plan has been since made. It formally defines a "settlement boundary" for St Erth but the current application site remains outside it and the proposal is not for an affordable dwelling. The special reason for allowing housing on the applicant's neighbouring land therefore does not apply to the present proposal - if Cornwall nevertheless granted permission it would set an unfortunate precedent for more unjustified housing here and elsewhere on the edge of the village, devaluing the Neighbourhood Plan that deserves full weight when determining applications.

The Neighbourhood Plan made alternative provision for new housing in the village to meet the targets in the Cornwall Local Plan, through specific site allocations and through unidentified "infilling". Overall, Cornwall Council can point to more than 5 years supply of deliverable housing land. Accordingly, the current application is not justified on the grounds of increasing the local and/or wider supply of open market housing.

The current site is part of an open area to the rear of School Lane. Its public appreciation is increased through the footpath linking School Lane and Chenhalls Road. The Parish Council is concerned that the current application represents the "thin end of the wedge" and if approved Cornwall Council will not in equity be able to resist more housing extending north-eastwards, out-of-character with the present clear pattern of development that creates a clear break between the built-up area and the countryside. The Parish Council is aware of concerns from the immediate neighbour in Pandora about the adverse effect that the application will have on the privacy and other residential amenities which this property now enjoys, and supports the public's opposition.

(Action by: the Clerk).

d) PA19/05260: Construction of replacement extension to a dwelling house: 10 St Erth Hill.

**RESOLVED** - that St Erth Parish Council requests that this application be deferred as it was unable to come to a decision because the drawings supplied were inadequate. In order to make a decision, the Council requests the agent to provide simplified 'existing' and 'proposed' drawings especially as there appears to be one main building with one existing extension and what looks to be an additional out-building. The relationship between all of these buildings in the proposed application is unclear.

The Parish Council also requests the Case Officer to review the advice given in the recent pre-application for the nearby property 'Mink Acre' which may have a bearing on this application and also requests the LPA to supply all available historical and archaeological information on 10 St Erth Hill and surrounding area as it is believed that such information is an important factor to be considered.

The Parish Council will be able to reconsider this application on 13 August 2019.

(Action by: the Clerk).

#### [40/19-20 Minutes](#)

**RESOLVED** - that the Chairman signs as a true and correct record, the minutes of the ordinary meeting of the Parish Council held on 4 June 2019.

The Clerk provided the following updates on the current position of the planning applications considered at that meeting:

- a) Vestry Rooms - Listed Building Pre-Application - *noted*.
- b) PA19/04263: Retention and alteration of dormer windows, internal alterations and installation three timber double glazed windows to the rear with variation of condition 1, 2, 3: Anvil House, 15 Fore Street - *awaiting determination by the LPA*.
- c) 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 - *awaiting determination by the LPA*.
- d) PA19/02731: Remove conservatory and replace with extension: 9 Treloweth Lane - *approved by the LPA*.
- e) PA19/03044: Listed Building Consent for the following proposed works at St Erth Station, Station Approach:

**Platform 1**

remove waiting shelter end panel;  
relocate signal box telephone and cable tray presently mounted to external face of end panel; remove vegetation from existing flower bed;  
remove flower bed border;  
relocate platform lighting column to rear of platform;  
relocate Help Point close to top ramp entry;  
relocate station sign post/consider alternative mounting option for signage;  
prepare and reinstate flower bed to platform surface standard;  
provide secure fencing to rear of platform between waiting shelter and platform entry point; and  
provide suitable and adequate storage for station mobile platform ramp.

**Platform 2 (up direction)**

movement of the fence at the bottom of the footbridge so there is an extended fenced run off - *awaiting determination by the LPA*.

f) PA19/03986: Non Material Amendment (6) in respect of PA11/09753 (Construction of a public transport interchange incorporating three car parks and new traffic signal junction): Changes to the locations of Bird and Bat Boxes (habitat enhancements): Land East South East of St Erth Railway Station, Station Approach - *referred back onto this agenda and so awaiting determination by the LPA*.

g) PA19/03672: Listed Building Consent: Installation of a stepped and ramped access between the south carpark (multi-modal hub) and Platform 1 with variation of condition 2 in relation to decision notice PA18/11513: St Erth Station, Station Approach - *approved by the LPA*.

During consideration of the minutes and with reference to Minute 33/19-20 entitled 'St Erth Bus Survey', the Chairman advised that the Clerk had contacted the office of Derek Thomas MP to express the Parish Council's serious concerns about the current lack of service, lack of published timetable information and that most buses were not coming into the Hub as promised amongst other failings of service providers. The Chairman was pleased to inform the Council that Derek Thomas had responded swiftly and had arranged a meeting on 12 July) with the Integrated Public Transport

Officer and his transport colleague from Cornwall Council to which representatives of the Parish Council had also been invited.

It was agreed that the Parish Council would be represented by the Chairman and Vice-Chairman, Councillors Hanley and Ms. Kersey, a member of the St Erth community (who was a regular bus user) and the Clerk.

(Action by: the Clerk).

Also, during consideration of the minutes, the Council referred to Minute 35/19-20 entitled 'Agenda items for a future meeting.'

In respect of point 1, Councillors Player and Spencer-Smith also volunteered to work with Councillor Hanley and the Clerk on the climate change project.

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

In respect of point 2, Councillor Spencer-Smith agreed to work with Councillor Taylor on the parish-wide defibrillator project.

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

In respect of point 3, the Clerk had circulated to Councillors, the link to Cornwall Council's website to report fly tipping and Councillor Taylor offered to also circulate the link to Councillors for the 'Fix My Street' website.

Whilst the Clerk had discussed with Councillor Jenkin the problem of fly tipping, they had not yet been able to meet to agree the approach to Cornwall Council and SUEZ concerning a review of current policies and charging arrangements.

(Action by: Councillor Jenkin and the Clerk)

#### **41/19-20 Reports from Councillors/Clerk on meetings held since the previous meeting of the Council**

Dealt with under minute 42/19-20 below.

#### **[42/19-20 Community Governance Reviews - report of the Governance Review Working Group](#)**

The Council considered the notes of the meeting held on 11 June with representatives of Hayle Town Council, Ludgvan Parish Council and Gwinear-Gwithian Parish Council. The purpose of the meeting had been to: discuss their draft proposals which would alter the current St Erth parish boundary if approved by Cornwall Council; and for the St Erth Parish Council representatives to ask questions and make suggestions. The notes of that meeting had been sent to the Clerks of those councils on 13 June.

Councillor Hanley repeated his non-pecuniary interest in the draft proposal by Hayle and left the meeting when that proposal was considered.

Following detailed consideration of the draft proposals and in view of the short timescale in which to draw-up submissions for St Erth, the Council

**RESOLVED** - that St Erth Parish Council's Governance Review Working Group and the Clerk be delegated authority to take the following actions:

1. write to each Clerk, requesting them to confirm what their council's current position is and, on the assumption, or in the knowledge that all three councils will make submissions based on the draft proposals discussed:

2. prepare and submit to Cornwall Council, the following submissions:

- a) no change to the boundary with the parish of Gwinear-Gwithian;
- b) no change to the boundary with the parish of Hayle;
- c) no change to the current boundary of the parish of St Erth with the exception of a submission to include part of the parish of Ludgvan (referred to as the 'A30 community') - the precise details of which to be agreed by the Working Group.

(Action by: Councillors Buzza, Rodda, Spencer-Smith and Taylor and the Clerk).

#### [43/19-20 Communication and Engagement Committee](#)

In accordance with Minute 35/19-20 (4 June 2019), the Clerk had prepared a draft Constitution and Terms of Reference for a new committee to lead on developing the Council's communication and engagement. The Council was invited to nominate members of the committee and

**RESOLVED** - that Councillors Buzza, Ms. Kersey, Player, Spencer-Smith and Taylor be appointed.

(Action by: the Clerk).

#### [44/19-20 Correspondence from Cornwall Council for information or requiring response](#)

The Council received the Planning for [Coastal Change Planning Advice Note](#) and

**RESOLVED** - that the report be noted.

#### [45/19-20 Continuing to sit](#)

The Council, having sat continuously for three hours

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

#### [46/19-20 St Erth Family Activity Trail](#)

Following the report to the meeting of the Parish Council on 4 June, Councillors had requested the Clerk to find out more information about the project from Mrs. Casey and the answers to the specific questions raised were set out in the report.

Following consideration, the Council

**RESOLVED** - that it

- 1. records its thanks to Mrs. Casey for all of her efforts to produce the document and for providing the responses to Councillors questions;
- 2. offers one third of the cost of a 500 copy print run - so £159.20; and
- 3. invites Mrs. Casey to work with the Parish Council on an electronic version of a similar document it is planning to produce next year.

(Action by: the Clerk)

## 47/19-20 Receipts and Payments for June 2019

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

(Action by: the Clerk).

### The following had been received

Cemetery fees	£990.00
Allotment rent	£25.00
S106 wind turbine payments (for 2018-19 and 2019-20)	£936.01
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TOTAL	£1,951.01

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

Utility Warehouse	£13.32	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	£0	Water - Public Conveniences - new direct debit payment not yet taken for May and June
British Gas	£23.00	Electricity - Public Conveniences
NEST pension scheme	£128.84	Employer contribution of £64.42 and employee contribution of £64.42
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TOTAL	£1,096.64	

### The following payments were due as at 30 June 2019

P Rylett	£1,325.54	Clerk's salary (Note 1)
P Rylett	£111.34	Clerk's expenses (Note 2)

HMRC	£343.61	PAYE and NI
Cormac Solutions Ltd.	£0	Cleaning/re-stocking - Public Conveniences - April, May and June invoices not yet received
Headland Printers Ltd.	£122.40	Printing June agenda
Headland Printers Ltd.	£252.00	Printing bus timetables
Cherry Trees	£175.00	Remove rotten timber play equipment in Vicarage Gate Park and make safe; repair damaged litter bin in Green Lane Park (in April and May); supply and fit combination lock for litter bin in Green Lane Park; adjust gate at St Erth Cemetery to allow it to open fully
TT Electrical	£60.00	Isolate faulty lighting circuit - Vestry Rooms
SeaDog IT	£73.15	Edit email accounts following AGM and password resets.
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TOTAL	£2,459.89	

**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 £111.34 was comprised of:

Home Office Payment	£18.00	
Reimbursement of:		
<b>Telephone calls</b>	<b>£0</b>	
Postage/stamps	£15.00	Postage of agenda for meeting on 2 July
Consumables	£75.19	Printer ink and paper
Office equipment	£0	
Expenses	£0	
Mileage	£3.15	Governance review meeting with Ludgvan PC reps. on 19 June.

**[48/19-20 Budget monitoring - 1<sup>st</sup> quarter](#)**

The Chairman presented the report and highlighted specific budgets, following which the Council noted the position.

**[49/19-20 Letting of car park space outside the Public Conveniences](#)**

**RESOLVED** - that owing to the range of options, the report be deferred until the meeting of the Council on 13 August.

(Action by: the Clerk).

### 50/19-20 Naming of new development off Chenhalls Road

The Council considered the names suggested by the developer who had invited the Council to either state its preferred name or suggest a name(s) of its own.

Following consideration, the Council

**RESOLVED** - that the developer be informed that the Council's first choice of a name for this development would be 'Chenhalls Rise' and second choice 'Chenhalls Gardens'.

(Action by: the Clerk).

### 51/19-20 Inclusion of St Erth parish in the Dark Skies project area

The Council considered the response from the Community Network Manager in response to a query made at the previous meeting of the Council as to why the parish of St Erth had not been included in the core area or buffer zone of this project area - the overall purpose of which was to have West Cornwall recognised as a 'Dark Sky Reserve'.

The Community Network Manager explained that the project was at the consultation stage and if St Erth wished to be considered for inclusion, it should submit a map showing the parish included and if possible, attend the public consultation drop-in event on 17 July at St John's Hall, Penzance.

**RESOLVED** - that:

1. the Chairman will attend the drop-in event and try to establish if the lighting incorporated at the Multi-Modal Transport Hub complies with the project criteria; and
2. the offer of Councillor Spencer-Smith to provide the Chairman with a map showing the parish of St Erth included within the project area be welcomed.

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

### 52/19-20 Business Plan

The Council noted the current version of its Business Plan, adding in the date of 2 September for the next meeting of the Community Network Panel and requesting the Clerk to add in any relevant dates for the ongoing Governance Review.

### 53/19-20 Agenda items for a future meeting

None in addition to those agreed previously.

### 54/19-20 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.

### 55/19-20 Land survey

The Council considered the report of the Clerk and supporting information and noted an update on forthcoming works at Battery Mill Park.

**RESOLVED** - that:

1. in accordance with the Council's Financial Regulations, the Clerk seeks three quotations for undertaking a land survey at the earliest opportunity; and
2. following receipt of the survey, the Council considers the advice received and the implementation of any appropriate risk control measures.

(Action by: the Clerk)

The Chairman closed the meeting at 11.01pm

Signed by  
Chairman.....

Date.....  
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