

Minutes of the Ordinary meeting of St Erth Parish Council held on Tuesday 1 October 2019 in The Vestry Rooms, Fore Street, St Erth, commencing at 7.00pm

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

Others present: one member of the community and P. Rylett (Clerk to the Council)

Apologies for absence: Councillor Ms. J. Kersey and C.C. L. Pascoe

83/19-20 Declarations of interest

None.

84/19-20 Community participation

No matters were raised.

85/19-20 Action required on matters raised during community participation

None required.

86/19-20 Planning and Listed Building applications

a) PA19/07909: Demolition of stable building and its replacement with a detached timber holiday chalet: land north east of 2 Gurlyn Hill, Relubbus.

RESOLVED - that this application be supported subject to an improved access and the chalet being retained for holiday accommodation.

(Action by: the Clerk)

87/19-20 Minutes

RESOLVED - that the Chairman signs as a true and correct record, the minutes of the ordinary meeting of the Parish Council held on 3 September 2019.

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

a) PA19/06670: Provision of extension: Foxleigh Lodge, 16 Steppy Downs Road, St Erth Praze - *awaiting determination by the LPA.*

b) PA19/07304: Submission of details to discharge conditions 2, 3 and 6 in respect of PA18/04740:
Battery Mill Farm, Battery Mill Lane - *for information only.*

c) PA19/06789: Listed building consent for installation of radon gas extraction system: St Erth Station, Station Approach - *awaiting determination by the LPA.*

d) PA19/07571: Retention and alteration of dormer windows, internal alterations and installation of three timber double glazed windows to the rear with variation of conditions 1, 2 and 3: Anvil House, 15 Fore Street - *approved by the LPA.*

88/19-20 Correspondence from Cornwall Council for information or requiring response

There was none.

89/19-20 Reports from Councillors/Clerk on meetings held since the previous meeting of the Council

1. [Report of the meeting of the Communication and Engagement Committee held on 24 September.](#)

The Council considered this report and

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

(Action by: Councillor Player and the Clerk)

2. Governance Reviews: Public consultation meeting held on 16 September.

The Chairman reported back on this public meeting which Councillor Spencer-Smith, the Clerk and he had attended.

Councillor Spencer-Smith had presented a summary of the Council's submission affecting the parish of Ludgvan which had been well received. The Vice-Chairman of the CC Governance Panel suggested it would be helpful if the Parish Council could redraw certain parts of the proposed new boundary in the interests of clarity and revised maps, prepared by Councillor Spencer-Smith, showing these revisions, were displayed.

Following consideration, the Council

RESOLVED - that the maps showing the revised boundaries be approved and sent to Cornwall Council.

(Action by: the Clerk)

90/19-20 Responses to governance submissions, which would affect St Erth, made by Gwinear-Gwithian and Ludgvan Parish Councils

The Council considered the report of the Clerk which contained the draft responses to these submissions.

The Clerk added that an email had been received from the owner of two of the three properties affected by the Gwinear-Gwithian Parish Council submission, strongly in support of remaining in the St Erth parish and that this email would be forwarded to Cornwall Council.

RESOLVED - that the draft responses be approved.

(Action by: the Clerk)

91/19-20 Green St Erth - update

The Green St Erth Group had met to agree a programme for the 'Green St Erth' public event and the Council considered the draft programme appended to the Clerk's report.

Before undertaking further work on the preparation for the event, the Council was invited to comment on the draft programme.

Following discussion, it was

RESOLVED - that the Group meet again to consider the comments made and re-draft the programme.

(Action by: the Clerk)

92/19-20 Car Park spaces

At its meeting on 3 September, the Council had agreed that the 'ordinary' car park space on the forecourt of the public conveniences, must be available for use by the public who wished to use the facility and that the space reserved for disabled users must be available for those service users.

To that end, the Clerk had contacted Llawnroc Parking Services of Hayle to discuss the enforcement services they offered and a draft agreement was appended to the report.

Councillors noted that the service provided was free to the Council and the agreement was renewable annually and so the position could be reviewed.

RESOLVED - that the Council enters into an Agreement with Llawnroc to provide car park management services but that before the contract commences, the Clerk will:

1. prepare and publish on the Council's website, appropriate information about this new service;
2. agree with Llawnroc, appropriate waiting times for able-bodied and disabled users of the facility; and
3. agree with Llawnroc that suitable warning notices will be issued before any fixed penalty notices are issued.

(Action by: the Clerk)

93/19-20 Vestry Rooms - update

The Council considered the report of the Clerk and the need to appoint a range of specialists to undertake the renovation project.

The Clerk had held informal discussions with Scott and Co. who had undertaken/co-ordinated the restoration of the Old School Rooms and an email from Mr. Davidson of Scott and Co., together with their Terms and Conditions, were set out in the report.

Mr. Davidson would be meeting the Clerk on 30 October to discuss the project and Councillors were invited to also attend that meeting, following which a report would be made back to the Council.

The Clerk advised that Mr. Stephen Potts of Tregese Consultancy, a professional grant finder, would also be attending the meeting.

The Council noted this report.

94/19-20 Receipts and Payments for September 2019

RESOLVED - that the payments due be authorised.

The following had been received

Precept	£27,614.00
Council Tax Support	£1,080.89
Grant	£960.00
Cemetery fees	
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TOTAL	£29,654.89

The following had been paid by Direct Debit or Standing Order

Utility Warehouse	£11.53	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 - direct debit not yet taken this year (Note 1)
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	£1,105.85	

The following payments were due as at 30 September 2019

P Rylett	£1,325.54	Clerk's salary (Note 2)
P Rylett	£44.99	Clerk's expenses (Note 3)
HMRC	£343.61	PAYE and NI
Cormac Solutions Ltd.	£475.19	Cleaning/re-stocking Public Conveniences - August
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TOTAL	£2,189.33	

Note 1

SWW will charge £22.50 per month in November as an interim payment, pending a further meter reading in December.

According to SWW, non-payment so far this year has been caused by (a) its automated bill payment system not generating a payment, (as it was 'confused' by the difference between the original monthly charge of £22.50 prior to the water leak, compared to the revised charge of £367.00 following the water leak), (b) because SWW did not read the meter earlier in the year and (c) SWW did not pick-up either issue.

Note 2

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 3

The sum of £44.99 was comprised of:

Home Office Payment	£18.00	
Reimbursement of:		
Telephone calls	£0	
Postage/stamps	£0	
Consumables	£26.99	Printer ink
Office equipment	£0	
Expenses	£0	
Mileage	£0	

95/19-20 2nd Quarter budget position

The Council noted this report.

96/19-20 Business Plan

The Council noted the current version of its Business Plan.

97/19-20 Agenda items for a future meeting (if any)

1. The Council agreed to hold a meeting of the Open Spaces Committee on 7 January 2020.

98/19-20 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.

99/19-20 Soil survey

The Chairman stated that this item appeared on the agenda as it was anticipated that the survey results would have been received in time for the meeting. Unfortunately, this had not been the case and so the report would be made to the next meeting.

The Council noted the position and that, in any event, if actions needed to be undertaken in the meantime, then the Clerk was authorised to do so.

The Chairman closed the meeting at 8.45pm

Signed by
Chairman.....

Date.....
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