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Minutes of the Ordinary Meeting of St Erth Parish Council held on Tuesday 4th May 2021, via Zoom, commencing at 7.15pm

Present: Councillors K Buzza (Chairman), W Chappell, E Jenkin, J Kersey, I Moore, N Player, P Rodda (left at 8.35pm), T Taylor

In attendance: Fiona Drew (Clerk), Cornwall Councillor Lionel Pascoe, Don Martin Countryside Team Leader Cornwall Council & 2 members of the public.

283/20-21 Apologies for absence

Apologies were received from Councillors T Greatrex, J Lee & A Spencer-Smith.

284/20-21 Declarations of interest & dispensations

None

285/20-21 Update on Footpaths 111/7/2 & 112/52/4

Don Martin, the Countryside Team Leader for Cornwall Council (CC), reported that their main emphasis recently had been in ensuring that there would be a viable alternative short-term accessible route that was fit for use over the summer period, and which his team would promote locally using appropriate signage. He noted Councillors concerns regarding the proposed southern route, circulated prior to the last meeting, and **agreed** to send the Clerk maps detailing current proposals and outlining what work would need doing along these routes to ensure they were accessible.

He offered for a representative of the Parish Council to attend future meetings, the next of which is due to take place at the end of May to include the Environment Agency (EA), where discussion will include the palisade and reed structure proposal raised previously by John Rogers of the West Cornwall Footpaths Preservation Society (WCFPS). He noted that Carbis Mill could not be looked at in isolation but that appropriate solutions for the channel as a whole need to be considered, and that proposals for alternative longer-term routes need to be discussed with landowners.

Questions and concerns were raised regarding accessibility issues for many of the community, that the routes were inland from the river, the EA's approach in not intervening to protect the embankment unless erosion was causing a flooding issue, CC's legal responsibility to maintain the path as close to its original route as possible, and monitoring reports that had been carried out by CC along the river over the past five years that had highlighted defects.

It was **agreed** that Mr Martin would provide the Clerk with the information outlined and that Councillor Kersey would provide some examples for CC in relation to reed bed management by Somerset Council. (Action: Councillor Kersey & The Clerk)

286/20-21 Footpaths

It was **agreed** that Council would need to appoint a representative, alongside Mr Rogers on behalf of the WCFPS, to attend meetings as outlined. Councillor Taylor noted that the new Cornwall Councillor would need to be updated on this issue and suggested getting Derek Thomas MP involved. These matters would be considered on 18th May. (Action: The Clerk)

287/20-21 Community participation

1. New Cable Runway Platform: A member of the public raised concerns regarding the slipperiness of the platform used with the runway. The Clerk had already spoken to the manufacturers who confirmed that the platform meets the requirements of EN1176 playground equipment safety standards.

288/20-21 Action required on matters raised during community participation

1. New Cable Runway Platform: It was **agreed** that the Clerk continues to monitor this as part of her regular monthly checks, and if things don't improve after a reasonable period of time, to discuss further with the manufacturers regarding the potential of adding a resin-based paint or other options. (Action: The Clerk)

289/20-21 Minutes

a) It was **RESOLVED** that the Chairman signs as a true and accurate record, the minutes of the Ordinary meeting held on 13th April 2021.

b) It was **RESOLVED** that Minute reference 121/20-21a) of the Ordinary meeting held on 17th November 2020 be amended to delete the word October. (Action: The Chairman)

290/20-21 Matters Arising

The Council noted the Clerk's report regarding matters arising as follows:

- **252/20-21** CC's New Waste & Recycling Arrangements – a response has been received from the Head of Waste at Cornwall Council which has been circulated to all Councillors. It was **agreed** that the Clerk would write to thank her for the email and request a copy of the Eunomia study referred to (Action: The Clerk)
- **268/20-21 1** Disturbance in Green Lane – Councillor Pascoe has advised the Clerk that the Police have now attended to discuss with residents
- **273/20-21d)** Bank Signatories – the bank mandate has been changed as agreed and the Clerk is awaiting confirmation from Barclays that this has been implemented
- **275/20-21** Climate Emergency DPD – the Council response has been submitted and the Clerk will advise Councillors of the outcome
- **282/20-21a)** Clerk's Appraisal – the final report will be circulated to Councillors and any actions suggested will be considered at the next meeting

291/20-21 Planning

a) Applications:

None

b) Decisions:

i) PA20/05624: Proposed redevelopment of St Erth Refuse Transfer Station (RTS) to include an extension to the existing waste transfer building, the provision of new external bays (for glass and clinical waste) and external enclosed bays (for wood wastes), associated infrastructure (eg. provision of weighbridge etc), reversing the traffic flow through the RTS facility & changes to operating hours of the RTS and HWRC; the application site boundary also includes the Household Waste Recycling Centre (HWRC); Refuse Transfer Station and Household Waste Recycling Centre Treloweth Lane St Erth; Approved with conditions

ii) PA21/01422: Detached Garage; Jericho Cottage, Jericho Lane, St Erth Praze, Hayle; Approved with one condition

iii) PA21/02199: Construction of 84 chalets with site works with non-compliance of condition 5 in relation to decision notice 1/81/P/569 dated 3.11.1981; 88 Strawberry Hill Site, Tolroy Manor Holiday Park, St Erth Praze; Approved with conditions

c) Pre-Applications:

i) PA21/00513/PREAPP: Pre-application advice for the relocation of dog agility training business; Cherry Tree Cottage, 6 The Green Lane, St Erth. It was **agreed** to write to the Planning Officer to draw their attention to the impact this proposal may have upon traffic and the safety of pedestrians on a well-used route. (Action: The Clerk)

292/20-21 Verbal Reports

a) Councillor Pascoe reported that there will be a further Community Network Panel (CNP) meeting on 17th May regarding the G7 Summit. He also reported that he had discussed the Highway Improvements scheme with Nicola Yates (CC) who confirmed that it had gone through the first stage and that she would give the Clerk an update as soon as possible. (Action: The Clerk)

Councillor Pascoe thanked all Councillors and the Clerk, saying it had been a privilege to work with everyone over the past eight years and that he hoped to keep updated and involved in the riverbank. The Chairman reiterated the Council's thanks to Councillor Pascoe, given in his Annual Report, for his support on a range of issues.

b) CNP Meeting 19th April 2021 – the Chairman reported on the recent CNP meeting he had attended regarding the G7 Summit although little clarification was given regarding how it would actually affect the community and how this would be managed.

293/20-21 Financial Matters

a) Service Contract for the Wallgate Hand-drier in the Gents Toilet:

The Council considered the Clerk's report and it was **RESOLVED** to approve the contract at £215.00 (ex VAT) for a further year to 31st March 2022 to be reviewed in October for next year. (Action: The Clerk)

b) Receipts & Payments from 13th – 30th April 2021:

It was **RESOLVED** to note receipts received, ratify regular monthly payments made and approve payments due as follows:

Receipts received:

Allotment Rent	£60.00	Overpaid by £7.50 * see payments below
Allotment Rent	£35.00	
Community Chest Grant	£249.00	Balance of Noticeboard from 20/21
TOTAL	£344.00	

Regular Payments to note:

South West Water	£29.00	Water – Public Conveniences
British Gas	£29.00	Electricity – Public Conveniences
SeaDog IT Ltd	£25.00	Website hosting fee
Cherry Trees	£436.96	Grass cutting – Churchyard & Cemeteries
Cherry Trees	£436.96	Grass cutting – Play areas
Utility Warehouse	£51.61	Landline, broadband, electricity - Vestry Rms
Nest Pension Scheme	£159.88	ERC of £79.94 and EEC of £79.94
F Drew	£1,605.34	Clerk's Salary
HMRC	£487.25	PAYE Tax & NI
Google	£59.80	Gmail account
TOTAL	£3,320.80	

Payments already made under Financial Regs 4.1:

Cornish Drainage Solutions	£216.00	Emergency callout - blocked drains at toilets
TOTAL	£216.00	

Payments for approval:

SeaDog IT	£947.50	Balance due for new Website design
David Gallie	£80.00	Internal Audit
F Drew	£21.91	Clerk's Expenses (itemised on invoice)
Allotment 3	£7.50	Refund of overpaid allotment fees
Wallgate	£258.00	One year service contract
TOTAL	£1,314.91	

c) Monthly bank reconciliation:

Councillor Player confirmed that she had carried out a satisfactory bank reconciliation for March with the Clerk.

d) Regular Payment Schedule for 2021-22:

It was **RESOLVED** to approve the updated regular monthly payments in addition to those approved at the meeting on 13th April 2021:

Regular Payments:

Nest Pension Scheme	£159.88	ERC of £79.94 and EEC of £79.94
F Drew	£1,605.34	Clerk's Salary
HMRC	£487.25	PAYE Tax & NI

e)-j) End of Year Accounts & Annual Governance Accountability Report (AGAR)

In light of information that the Clerk had recently received relating to the Parish Council being Trustees of the Playing Fields Association it was **RESOLVED** to defer the items on the End of Year accounts and the AGAR to the meeting on 18th May to allow the Clerk additional time to get clarification on a number of matters relating to this. (Action: The Clerk)

294/20-21 Governance

a) Meetings from 7th May 2021:

The Clerk updated Councillors on the outcome of the recent Judicial Review and it was noted that meetings would return to physical meetings.

Councillor Rodda left the meeting at (8.35pm)

b) Scheme of Delegation:

It was **RESOLVED** to approve this to include the addition of an end date of 31st March 2022. (Action: The Clerk)

295/20-21 Toilets

a) Drainage & Electrical Issues:

The Council considered the report of the Clerk updating on the blocked drains and electrical problem with the emergency assist alarm in the toilets and outlining the action that had been taken, to include unblocking the drains (£180 ex VAT) & repairing the alarm (£130). Following the advice of the firm that had unblocked the drains, it was **RESOLVED** to reopen the urinals as of 17th May. (Action: The Clerk)

b) Water Usage:

The Council considered the report of the Clerk outlining the letter received from Source for Business regarding high usage of water in the past six months. The Clerk advised that she would get a plumber to check the system but from preliminary tests there didn't appear to be a leak to account for the volume of water indicated. The Clerk will keep Councillors updated on the outcome. (Action: The Clerk)

296/20-21 Correspondence

a) Westcountry Rivers Trust: Request regarding eel monitoring in the river. It was **RESOLVED** to support this request and ask if they are able to share any information to inform the community what was happening. (Action: The Clerk)

297/20-21 Agenda Items for a future meeting

It was noted that Councillors would submit agenda items for future meetings to the Clerk.

298/20-21 Meeting Dates

It was noted that the Annual Council Meeting would take place at 7.00pm on Tuesday 18th May in the Old School Room.

299/20-21 Exclusion of the Press and Public

It was **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.

300/20-21 Legal Matters

a) Parish Assets: The Clerk reported on action taken in relation to the legal documents regarding the Playing Fields Association that had been found by the Solicitors. It was noted that she was waiting for follow up advice in relation to a number of issues and would report back at the June meeting. It was **agreed** that she would go back to the Solicitors to request confirmation in writing that there were no further Parish Council documents in their possession and follow up action. (Action: The Clerk)

b) Siting of Container: The Clerk confirmed that she had met with Mr Rixon on behalf of the Committees, and that no equipment would be put in the container where it was currently sited until the Council had reached a decision in relation to the land. (Action: The Clerk)

301/20-21 Clerk's Hours

The Clerk had worked within her contracted hours and taken 24 hours leave for April.

The Chairman closed the meeting at 9.03pm.

Signed: _____ Chairman Date: _____