



Minutes of the Ordinary Meeting of St Erth Parish Council held on Tuesday 12th January 2021, via Zoom, commencing at 7.00pm

Present: Councillors K Buzza (Chairman), W Chappell, T Greatrex, E Jenkin, J Kersey, J Lee, I Moore, N Player, P Rodda, A Spencer-Smith, T Taylor

In attendance: Fiona Drew (Clerk), Cornwall Councillor L Pascoe, 2 members of the public.

164/20-21 Apologies for absence

None.

165/20-21 Declarations of interest & dispensations

None.

166/20-21 Community participation

1. Footpaths at Carbis Mill: A resident asked what was happening regarding the fencing at the river bank at Carbis Mill.
2. Potential traffic calming: A resident queried about drainage to the proposed build out alongside the virtual footpath before the bridge that was part of the consultation.

167/20-21 Action required on matters raised during community participation

1. Footpaths at Carbis Mill: The Clerk confirmed that Cornwall Council had erected two solid fences to allow the river bank to be opened up at either end to walk to and from Carbis Mill but not through. The Countryside Team are still working on an alternative route as discussed previously and the Council Website and Facebook page have been updated accordingly.
2. Potential traffic calming: The Chairman confirmed that Cornwall Council has not as yet suggested any changes to the design, but this is something the Parish Council can provide feedback on. (Action: The Clerk)

168/20-21 Minutes

It was **RESOLVED** that the Chairman signs as a true and accurate record, the minutes of the Ordinary meeting held on 15th December 2020.

169/20-21 Matters Arising

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

- 95/20-21biii) Higher Vestry Roof – the Clerk has received an email from the Committee confirming that they have carried out a survey of the village with positive feedback on uses of the room; they have approached a grant finder and obtained quotes so, provided they get the money, work should proceed

- 153/20-21ai) PA20/10139 – Gwedna Cottage, 64 Bosence Road – awaiting decision
- 153/20-21aii) PA20/10298 – 21 Tudor Court, Tolroy Manor Holiday Park – awaiting decision
- 153/20-21aiii) PA20/10299 – 25 Trevithick Court, Tolroy Manor Holiday Park – awaiting decision
- 156/20-21 Zip Wire – having checked the viability of alternative surfaces, which proved considerably more expensive than sand, the Clerk negotiated a reduction in cost, and in conjunction with the Chairman & Vice-Chairman, has placed the order with T K Play; confirmation has been received of the full S106 funding for this project and the maximum amount that the Parish Council will have to pay towards it is £1,136 (ex VAT), dependent on volume of sand
- 157/20-21d) Precept – the request has been submitted to Cornwall Council
- 158-20-21 Parish Council land – the Clerk would be preparing a report on this for the February meeting
- 160-20-21a) Census 2021 – the leaflet has been put on the website and noticeboard, and a Handbook circulated to all Councillors

170/20-21 Planning

a) Applications:

i) PA20/09409: Proposed erection of two semi-detached dwellings and associated landscaping and tree planting, boundary treatments, drainage and ground works, and reconfiguration of existing Public House car park (revised siting) with variation of condition 2 in relation to decision notice PA18/12087 dated 23.05.18; Star Inn 1, Church Street, St Erth. It was **RESOLVED** that the Parish Council supports the recommendations of the Conservation Officer in terms of the finish from the Pre-app PA20/02527/PREAPP, to include granite quoins and lintels on all elevations. In addition, to query what action will be taken regarding the detrimental damage to the trees during the ongoing work, in terms of replanting. (Action: The Clerk)

It was further **agreed** to write to the Planning department regarding the consequences of this kind of situation which potentially undermines Consultees comments and the planning process as a whole. (Action: The Clerk)

ii) PA20/10598: Replacement Dwelling; 6 Battery Mill Lane, St Erth. It was **RESOLVED** that the Parish Council supports this application, provided that the original building is demolished and removed within 6 months of the completion of the replacement build and that the site of the old building is returned to green space. (Action: The Clerk)

171/20-21 Verbal Reports

a) Cornwall Councillor Report:

Councillor Pascoe reported that he had followed up with Officers regarding an Enforcement issue.

b) Other Reports:

None.

172/20-21 Working Group Reports

a) Website Working Group:

The Council considered the Clerk's report. Following discussion, it was **RESOLVED** to:

- continue working with the current supplier, SeaDog IT, to produce a website based on the specification agreed;
- agree a spend of £1895.00, to include design, transfer of content, site security services and 2 hrs training (50% payable on commission of the work and the balance on 'go live' of the website);
- agree a monthly hosting fee of £25.00 to be paid by direct debit;
- note additional support costs of £55.00 per hour if required (with a minimum charge of 1/4hr) – for the first two weeks following go live support will be provided free of charge;
- delegate work on the development of the website to the Clerk and Vice-Chairman, in line with the specification as agreed;
- carry out a review of the website again in 5 years
(Action: The Clerk & Vice-Chairman)

b) Communications & Engagement Working Group:

Councillor Player updated Councillors on the meeting that had taken place on 9th December regarding the development of a Communications & Engagement strategy, and how to implement that strategy through the use of physical communication, the website, social media, the Voice of the Council, newsletters and face to face engagement, and what policies would be required to back up this strategy. A further update and recommendations would be made following the next Working Group meeting. (Action: The Clerk)

173/20-21 Financial Matters

a) Receipts & Payments for December 2020:

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

Receipts received:

South West Water	£20.00	Watershare
Cemetery Fees	£595.00	
TOTAL	£615.00	

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	£47.37	Landline, broadband, electricity - Vestry Rms
Nest Pension Scheme	£154.98	ERC of £77.49 & EEC of £77.49
F Drew	£1,564.17	Clerk's Salary
HMRC	£461.97	PAYE Tax & NI
Google	£64.40	Gmail account
TOTAL	£3,249.81	

Payments previously agreed and paid:

F Drew	£359.00	Reimbursement for iPad (157/20-21a)
T K Play Ltd	£8,951.55	50% deposit for Cable runway (156/20-21)
TOTAL	£9,310.55	

Payments for approval:

Cormac Solutions	£1,591.15	Contract for Public Toilets for Dec – includes second clean for Oct & Nov
F Drew	£78.72	Clerk's expenses (itemised on invoice)
SLCC Membership	£200.00	6/7 of cost – ZPC paid £34.00
Headland Printers	£9.00	AO Village Map including footpaths
Cornwall Council	£349.30	Non domestic rates Public Toilets 20/21
Cornwall Council	£343.70	Non domestic rates Public Toilets 19/20
Cornwall Council	£336.00	Non domestic rates Public Toilets 18/19
TOTAL	£2,907.87	

b) Monthly bank reconciliation:

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

c) Third Quarter Budget Update:

This has been circulated to Councillors previously and was noted.

d) Grant Application from St Erth Lights Committee:

It was **RESOLVED** to approve an application for £150.00 from the St Erth Lights Committee. (Action: The Clerk)

e) Community Chest Grant Application:

Following discussion, and with the support of Councillor Pascoe, it was **RESOLVED** to apply for two grants from his Community Chest fund for additional sand required for the Cable Runway and a Noticeboard at Rose an Grouse when the boundaries change in April. (Action: The Clerk)

174/20-21 Highways Improvements

The Chairman reported that no conclusions have been communicated yet from Cornwall Council following the Public Consultation. However, the Project Manager has asked if Council would like the Parish logo to go on the bottom of any 20mph signs. It was **agreed** to ask if it was possible to have alternative wording such as 'Welcome please drive slowly', and discuss further, if this is an option. (Action: The Clerk)

175/20-21 Parish Paths

The Council considered the Clerk's report outlining the Local Maintenance Partnership and the feedback from her meeting with the Countryside Team following the last Parish Council meeting. Following discussion, it was **RESOLVED** that:

- the Parish Council joins the Local Maintenance Partnership scheme for 2021-22, to be reviewed at the end of the year;
- Cherry Trees Garden Services, as the Council's current contractor, be asked to carry out the work on the isolated gates and stiles, subject to Cornwall Council being happy with the quote (to be paid for by Cornwall Council);
- the Clerk assesses the cutting schedule regarding the Silver Paths and puts together a Specification for Council to consider at its February meeting, using input from all Councillors regarding what paths should be included

It was **agreed** that Councillors would feedback to the Clerk no later than Friday 15th January if there are any gold paths that need additional work to include in the remedial work Cherry Trees will be carrying out, as agreed by Cornwall Council. (Action: All Councillors & The Clerk)

176/20-21 Cemetery Driveway

The Chairman outlined the current position regarding concerns relating to the safety of the surface of the driveway at the Cemetery at Chenhalls Road. This had been included in the budget for this year but no action formally agreed yet. The Clerk had obtained three quotes to include, porous, non-porous and resin finish. Following discussion, including the potential use of grid paver, it was **agreed** that Councillor Rodda would advise the Clerk of the volume the Council currently had and the Clerk would investigate this further as an option and report back to Council. (Action: Councillor Rodda & The Clerk)

177/20-21 Toilets

The Council considered the Clerk's report. Following discussion, it was **RESOLVED** that the second clean be extended until the end of March and a review of the toilets be deferred to March. (Action: The Clerk)

178/20-21 Land at Church Street

Following the feedback on the recent Pre-Application regarding this piece of land, it was **agreed** for the Clerk to contact Property Services to start a dialogue about the options available going forward, to include, if appropriate, the individuals who had raised concerns initially, and report back to Council. (Action: The Clerk)

179/20-21 Buses

The Clerk updated regarding the frequency of the 515 service, the issues regarding the T1 service operated by First Kernow not stopping at the Hub, the lack of feedback from GWR regarding the Park & Ride S1 service, the lack of feedback from Highways England, Traffic Commissioners and Cornwall Council to Derek Thomas following the meeting in July 2019, the lack of timetables at Chenhalls Road and the Station bus stops and the state of the bus shelter at Chenhalls Road. Further discussion took place regarding reliability of the buses running the correct route and the lack of coordination between the railway and the bus service. It was **agreed** that the Clerk would follow up all outstanding matters with Cornwall Council and Derek Thomas. (Action: The Clerk)

180/20-21 Community Larder

Councillor Taylor reported on the food share larder that had been set up just before Christmas by members of the community and temporarily situated at the Lychgate outside

the Church. The group were looking to get a shed for storing the box in and somewhere to locate it on a more permanent basis. The Chairman suggested the community group discuss location with the Methodist Chapel to tie in with their proposed work at the Higher Vestry Room.

181/20-21 Business Plan

This had been circulated and meeting dates were noted, including potential additional dates if required for February and March.

182/20-21 Consultations

a) Standards Matter 2: Public Consultation and Public Sector Surveys: 15th January 2021 – the consultation end date and how to respond was noted.

183/20-21 Correspondence

None.

184/20-21 Agenda Items for a future meeting

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

185/20-21 Date of next meeting

The next Ordinary meeting will take place on 2nd February 2021 at 7.00pm using Zoom.

The Chairman closed the meeting at 9.15 p.m.

Signed: _____ Chairman Date: _____