



The Vestry Rooms  
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**I hereby give notice that an Ordinary meeting of St Erth Parish Council will be held on Tuesday 6<sup>th</sup> June 2023 at St Erth School, School Lane, St Erth at 7.00pm**

All members of the Council are summonsed to attend the meeting, to which press & public are invited. Business transacted will be according to the agenda below. Where reports are available, these can be accessed by clicking the links in the relevant agenda item.

Please note: under the Openness of Local Government Bodies Regulation 2014, this meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media, or members of the public. The Clerk will be recording the meeting solely for the purpose of minute taking.

Dated:

Signed: Clerk

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## AGENDA

### 1. Apologies for absence

To receive apologies for absence and note apologies not received

### 2. Declarations of interest & requests for dispensation

To receive declarations of interest relating to any agenda item, and to determine requests for dispensation where applicable

### 3. Community participation

### 4. Action required on matters raised during community participation

### 5. Minutes

To approve that the [Minutes](#) of the Annual meeting held on 2<sup>nd</sup> May 2023, having been previously circulated, are a true and accurate record

### 6. Clerk's Report

To note Clerk's [report](#) on any updates from previous minutes

### 7. Planning

#### a) Applications:

i) [PA23/03345](#): Conversion of barn to residential and extension / alterations to existing dwelling without complying with condition 2 of decision PA22/05221 dated 24/08/22; Land West of Treven Farm, 1 Treven Lane, St Erth Praze

ii) [PA23/03403](#): Listed Building Consent for the installation and commissioning of five PVALs, one cabinet, fibre cabling and splice boxes; St Erth Station, Station Approach, St Erth

#### b) Decisions:

i) [PA23/02500](#): Ground & First Floor extensions; Sunrise Farm, 68 Bosence Rd Townshend; Approved with conditions

- ii) [PA23/02775](#): Replacement roof covering, 8 Chenhalls Road, St Erth; Approved with conditions
- iii) [PA23/02916](#): Non material amendment in relation to decision notice PA21/01422 dated 20.04.21 to incorporate a car port within the garage but keep within the existing dimensions of the planning decision and change the materials used from block built to oak framed timber clad garage; Jericho Cottage, Jericho Lane, St Erth Praise; Not acceptable as amendment
- iv) [PA23/03158](#): Non-material amendment in relation to decision notice PA21/09490 dated 13/10/2022 for increase in footprint of plot 18 (and minor alteration of design and window locations) and increase in stagger between plots 27 and 28; Land N of 31 Treloweth Close, St Erth; Approved with conditions
- c) **Other:**
  - i) To note the discharge of conditions 3&4 and partial discharge of condition 5 in relation to decision notice [PA20/01458](#) dated 20.05.20 for Listed Building Consent: Erection of pedestrian footbridge, including removal of existing footbridge and associated works, Sr Erth Station
  - d) **To consider any other planning matter received at or before the start of the meeting**

## 8. Council Meetings

- a) To agree the dates and times for Ordinary [meetings](#) for the municipal year 23/24
- b) To note all other meeting dates and agree a day and time for additional meetings if required

## 9. Reports

- a) To receive the Cornwall Councillor's Report
- b) To receive reports on any meetings held since the last Council meeting and agree any appropriate action:
  - i) Green Working Group 22<sup>nd</sup> May 2023 – Cllr Spencer-Smith
  - ii) CAP Police Liaison 23<sup>rd</sup> May 2023 – Cllr Taylor
  - iii) River Hayle Stakeholders 5<sup>th</sup> June 2023 – Cllr Murley & the Clerk

## 10. Governance

- a) To consider dissolving the Land Asset Review, Open Spaces and Vestry Rooms Working Groups
- b) To consider setting up a new Estate Working Group and agree associated [Terms of Reference](#), membership and Lead Councillor
- c) To agree a Treloweth Lane Development Community Liaison Group, associated [Terms of Reference](#) and Council representatives
- d) To agree a Boscarnek Development Community Liaison Group, associated Terms of Reference and Council representatives – to follow
- e) To review the [Code of Conduct](#) with no amendments proposed

## 11. Financial Matters

- a) To note income & approve expenditure for May – to follow
- b) To note monthly bank reconciliation for April
- c) To note amendment to Internal Audit report – to follow

## 12. Highways Matters

- a) To receive an update on the Village Improvements work
- b) To receive an update on the CNP Highways fund and 20mph rollout in Relubbus

## 13. Toilets

- a) To review the Legionella Risk Assessment report and agree any appropriate action

#### **14. Open Spaces**

- a) To note monthly playground inspection report for May and agree any maintenance work
- b) To receive a verbal update on the Mini Skate ramp project
- c) To review the Land Quality Assessment report for the scrubland at Battery Mill and agree any appropriate action
- d) To review the Tree Surveys and agree any appropriate action – to follow

#### **15. Correspondence & Consultations**

To note, or agree response to, any correspondence received up to the time of the meeting:

- a) Request to use Council land for circuit training
- b) CALC Training June / July / August
- c) Letter from resident re ball games

#### **16. Agenda Items for a future meeting – to be submitted to the Clerk in writing by 26<sup>th</sup> June**

#### **17. Next Ordinary Meeting**

To note date of the next Council meeting as Tuesday 4<sup>th</sup> July

#### **18. Staffing Matters**

- a) To review workload and hours for May