



The Vestry Rooms
25 Fore Street
St Erth TR27 6HT
Tel: 01736 757575
Email: clerk@sterth-pc.gov.uk
Website: www.sterth-pc.gov.uk

I hereby give notice that the Annual meeting of St Erth Parish Council will be held on Tuesday 7th May 2024 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: 2nd May 2024

Signed:  Clerk

AGENDA

- 1. Election of Chair for 2024-25**
- 2. Chair Declaration of Acceptance of Office**
To receive the signed Declaration of Acceptance of Office of the newly elected Chair
- 3. Election of Vice-Chair for 2024-25**
- 4. Vice-Chair Declaration of Acceptance of Office**
To receive the signed Declaration of Acceptance of Office of the newly elected Vice-Chair
- 5. Apologies for absence**
To receive apologies for absence and note apologies not received
- 6. Declarations of interest & requests for dispensation**
To receive declarations of interest relating to any agenda item, and to determine requests for dispensation where applicable
- 7. Community participation**
- 8. Action required on matters raised during community participation**
- 9. Minutes**
To approve that the [Minutes](#) of the Ordinary meeting held on 9th April 2024, having been previously circulated, are a true and accurate record
- 10. Clerk's Report**
To note Clerk's [report](#) on any updates from previous minutes

11. Planning

a) Applications:

- i) [PA24/02418](#): Permission in principle for construction of affordable led development (minimum of 2 dwellings, maximum of 4 dwellings); Land Rear Of Godolphin View, Bosence Road, Townshend
- ii) [PA24/02996](#): 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 (e.g. provision of weighbridge etc), reversing the traffic flow through the RTS facility and changes to operating hours of the RTS and HWRC - (see planning statement for further details). The application site boundary also includes the Household Waste Recycling Centre (HWRC) with non-compliance with condition 3 and 14 in relation to decision notice PA20/05624 dated 16.04.2021 without compliance with Conditions 3, 7, 8 and 20 of decision notice PA22/02903 dated 22.11.2022.

b) Decisions:

- i) [PA24/01349](#): Proposed demolition of existing garage and construction of single storey side/rear extension; Naivasha, Rose an Grouse, Canonstown; Approved with conditions
 - ii) [PA24/00934](#): Extend the existing PVC cladding with modern, grey cedar fibre cement weatherboards to cover the upper storey of the house; Strawberry Meadow, 41 Bosence Road, Townshend, Hayle, TR27 6AL; Approved with conditions
 - iii) [PA24/02353](#): Application for Non-Material Amendment to PA22/02903 for 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 (e.g. provision of weighbridge etc), reversing the traffic flow through the RTS facility and changes to operating hours of the RTS and HWRC - (see planning statement for further details). The application site boundary also includes the Household Waste Recycling Centre (HWRC) with non-compliance with condition 3 and 14 in relation to decision notice PA20/05624 dated 16.04.2021, namely 1) Amend condition 4 to 'There shall be no external construction working on site including construction vehicles / lorries (other than those associated with construction staff) entering or leaving the site except between the following hours: between 0800 and 1800 hours Mondays to Fridays, between 0800 and 1800 hours on Saturdays, between 0900 and 1600 hours on Sundays and Bank/Public Holidays and internal construction works within the transfer station building at any time provided that such activities are not audible beyond the site boundary'; Refuse Transfer Station And Household Waste Recycling Centre Treloweth Lane St Erth; Approved.
 - iv) [PA24/00975](#): Demolition of shed, construction of garage and hard standing for parking; 2 Battery Mill Lane, St Erth; Approved with conditions
- c) **To consider any other planning matter received at or before the start of the meeting**

12. Council Meetings

- a) To agree the dates and times for Ordinary meetings for the next municipal year 24/25
- b) To agree the location for Ordinary meetings

13. Delegation Arrangements

To review the Council's [delegation arrangements](#)

14. Committees, Working Groups and Council led Liaison Groups

- a) To [review](#) all current Committees, Working Groups and Council led Liaison Groups, agree Terms of Reference, membership & Lead Councillors
 - i) Staffing Committee
 - ii) Budget Working Group
 - iii) Estate Working Group
 - iv) Green St Erth Working Group

- v) Neighbourhood Plan Review Working Group
- vi) Riverbank Community Working Group
- vii) Boscarnek Community Liaison Group
- viii) Treloweth Community Liaison Group
- ix) Mini Skate Ramp Project Working Group
- b) To consider if any other Committees or Working Groups should be set up

15. Representation on External Bodies & Reporting Arrangements

- a) To review reporting arrangements for [External Bodies](#) and appoint members to serve on:
 - i) Penwith Community Area Partnership (CAP)
 - ii) Hayle Day Care Centre Trust Management Committee
 - iii) South West Water Odour Liaison Group
 - iv) A30 St Rose an Grouse to Newtown roundabout Highways Group
 - v) Suez Community Liaison Group
 - vi) Penwith CAP Police Liaison Group
 - vii) Hayle River Stakeholders Group
 - viii) Any other relevant Bodies

16. Reports

- a) To receive the Cornwall Councillor's Report
- b) To receive reports on any meetings held or training attended since the last Council meeting and agree any appropriate action:
 - i) Penwith CAP meeting – 17th April – Cllrs Player & Murley
 - ii) River Hayle Quarterly Stakeholder Catch up – 29th April – Cllr Murley
 - iii) Boscarnek Development Community Liaison meeting – 29th April – meeting postponed
 - iv) Go Collaborate [Presentation](#) - 16th April

17. Financial Matters

- a) To approve the Year End [Accounts](#) and Earmarked Reserves for 2023/24
- b) To note Year End bank reconciliation for March
- c) To approve the Fixed Asset Register as of 31 March 2024
- d) To receive the report from the Internal Auditor for 2023/24 and agree any action
- e) To complete and approve the Annual Governance Statement for 2023/24
- f) To approve the Accounting Statements for 2023/24
- g) To note the [dates](#) for the Publication of Notice of Public Rights
- h) To confirm there is no conflict of interest with External Auditor (BDO)
- i) To review current arrangement regarding bank signatories
- j) To ratify expenditure for replacement allotment gate
- k) To ratify expenditure to treat knotweed
- l) To note income & approve expenditure for [April](#)
- m) To appoint a Councillor to carry out monthly bank reconciliations for 2024/25

18. Highways Matters

- a) To receive an update on the Village Improvements work
- b) To consider [response](#) from Streetlighting regarding Phase 2 of the switch off
- c) To note road closure intention notices as follows:
 - i) [Trenhayle Lane](#), St Erth – 14th June 2024 (08:30 – 14:00) – Sunbelt Rentals

19. Open Spaces

- a) To note monthly inspection report for April and agree any maintenance work if needed
- b) To consider quote for additional work to lime tree in New Churchyard

20. 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) Request to use Council land for Ascension Day service – 9th May
- c) Correspondence received regarding St Ives School Bus update

21. Agenda Items for a future meeting – to be submitted to the Clerk in writing by Monday 27th May 2024

22. Next Ordinary Meeting

To note date of the next Ordinary Council meeting

23. Exclusion of the Press & Public

To consider passing the following resolution that in accordance with S.1(2) of the Public Bodies (Admission to Meetings) Act 1960, the Press & Public be excluded from the meeting during the consideration of the following business due its confidential nature:

24. Staffing Matters

- a) Clerk's appraisal
- b) To review workload and hours for April