



The Vestry Rooms  
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## **Minutes of the Ordinary Meeting of St Erth Parish Council held on Tuesday 5<sup>th</sup> March 2024 at St Erth School, commencing at 7.00pm**

**Present:** Councillors W Chappell, E Jenkin, S Murley, J Parris, N Player (Chair), P Rodda, & T Taylor

**In attendance:** F Drew (Clerk), Cornwall Councillor J Martin & 1 resident.

### **181/03/23-24 Apologies for absence**

Councillors T Greatrex, J Kersey, J Lee & A Spencer-Smith

### **182/03/23-24 Declarations of interest & dispensations**

None

### **183/03/23-24 Community participation**

A resident raised concerns regarding:

- i) Potholes on Trenhayle Lane which have been exacerbated due to the volume of construction traffic.
- ii) Street lights being switched off between midnight and 5am is making people feel vulnerable.

### **184/03/23-24 Action required on matters raised during community participation**

- i) The Chair advised that the issues on Trenhayle Lane had been discussed at the recent Boscarnek Community Liaison Group meeting but would need reporting to Cornwall Council as will have to be repaired by Cormac. The Clerk will send the link to the resident who is happy to action this. (Action: The Clerk)
- ii) The Chair advised that street Lighting was discussed at the last meeting and feedback provided to Cornwall Council. Councillor Martin advised that the issue is going to be raised at the next Police CAP meeting. The Clerk will send the email address for providing feedback to Cornwall Council. (Action: The Clerk)

### **185/03/23-24 Minutes**

It was **RESOLVED** that the Chair of the meeting signs as a true and accurate record, the minutes of the Ordinary meeting held on 6<sup>th</sup> February 2024, as previously circulated. (Action: The Chair)

### **186/03/23-24 Clerk's Report**

The Council noted the Clerk's report regarding updates from previous minutes as follows:

- **127/11/23-24f)** Copper network switch off – Cllr Martin advised verbally that Cornwall Council expect each Parish to do its own plan and it was **agreed** that the Clerk would take advice from CALC. (Action: The Clerk)
- **139/12/23-24bi)** APP/DO8480/W/23/3319175 – Appeal at Triview; Cllr Martin to update regarding what actions Cornwall Council will be taking to assist the applicant.
- **140/12/23-24** Activity on the Causeway – Cllr Martin to update when he has more information.
- **144/12/23-24cii)** Lime Trees – work on this has been further delayed due to issues with a broken chipper and weather.
- **144/12/23-24ciii)** Ash Tree – work has now been completed on this.
- **152/01/23-24** Green Lane Signage – nothing further has been received regarding details for Council to consider.
- **160/01/23-24d)** Picnic Bench – the weather has delayed the installation of this – the intention is to install it to the left of the red entrance gate.
- **168/02/23-24ii)** River Hayle Footpath Volunteer Tree planting – the Countryside Officer has confirmed that the event did take place with 4 volunteers and 33 trees were planted.
- **171/02/23-24bi)** Planning Enforcement – Alan Mason has agreed to meet with Councillors – date to be agreed prior to a future Council meeting.
- **172/02/23-24bvii)** A30 issues – Highways England has advised that they are aware of a number of lighting defects in the area around the Station junction and that an electrician is scheduled to visit the site in early March.
- **173/02/23-24** Governance – all amended policies have been updated on the website. The Clerk has been advised by CALC that the new model Financial Regulations should be available in April.
- **174/02/23-24c)** Public Conveniences Water Contract – this has been agreed – two months payment is required at the beginning of the contract.
- **174/02/23-24d)** LMP Grant – this has been accepted.
- **175/02/23-24c)** Streetlighting Initiative Feedback – this has been submitted with no response received as yet to requests made.
- **177/02/23-24a)** Frequency of Meetings – a provisional meeting has been set up on the SEPC Google Calendar for the third Tuesday of each month, if needed.

#### **Additional Matters to Note:**

- Vestry Rooms – there was a break in recently – nothing appears to have been taken and the door has been secured.
- The Community Levelling Up Programme (CLUP) – closes to new applications at 5:00pm on Friday 15<sup>th</sup> March.

#### **187/03/23-24 Planning**

##### **a) Applications:**

i) **PA23/06207:** Listed building consent for installation of speaker columns to provide a wider PA coverage across the platforms; St Erth Station, Station Approach. Following discussion, it was **RESOLVED** that whilst the Council appreciates Network Rail's efforts to reduce the number of columns, it maintains its objection to this application. This is due to the cumulative negative impact that all the current works (the new footbridge) and pending applications (speaker columns and new PVALs) will have on the heritage of the station and the local vernacular. The Council would also like clarity on why the columns need to be so close together as at Dawlish Station they are 20m apart in a similar locale (as opposed to the 12m proposed in this application), which could result in less columns needed. The Council

requests that, if the Case Officer is minded to approve the application, the four speakers behind the bridge (on posts 2 & 3) be mounted on the bridge, thereby allowing the removal of two further columns. As with all applications involving the station, the Council would like to reiterate to Network Rail that they would welcome the opportunity to discuss any proposed future changes to the station. (Action: The Clerk)

ii) **PA24/01349**: Proposed demolition of existing garage and construction of single storey side / rear extension; Naivasha, Rose An Grouse, Canonstown. It was **RESOLVED** to support this application. (Action: The Clerk)

iii) **PA23/09696**: Development of a ground mounted solar farm with associated infrastructure along with a car park and wildlife area for Gwinear Community Primary School, Land At Lanyon Farm, To The North of Gwinear Lane, Gwinear. Following discussion, it was **RESOLVED** to object to this application, noting that the Council is not a consultee but is commenting as a concerned neighbouring parish. Whilst the Council supports the use of solar power it does so through the use of roofs, particularly in industrial locations, or alternative brownfield land locations, not through the use of valuable farming land where soil is a finite resource. The land proposed for this solar farm is on Grade 3 best and most versatile land that can be double cropped, which is contrary to Cornwall Council's policies, and should be safeguarded for food production not electricity. The recent high court judgement in the case of Lullington Solar Park Ltd v SSLUHC & Anor [2024] EWHC 295 Case No AC-2023-LON-002550 is of particular relevance here with regard to its similarity to this application. Furthermore, the visual impact this proposal will have on the landscape in an area with listed buildings would be detrimental, as would the impact on the local economy with two local pack houses nearby. The cumulative effect of other similar sites and applications in the area should also be taken into account. (Action: The Clerk)

#### **b) Decisions by Cornwall Council:**

i) **PA23/10106**: Temporary Marketing signage (Entrance Totem, Corner Sign, Fascia Board and 2 No Flags / Flagpoles) to Sales Office and Showroom; 80 Boscarnek, St Erth; Approved with conditions

ii) **PA22/00517**: Use of field for dog agility training; Land North of Cherry Tree Cottage, Green Lane, St Erth; Approved with conditions

#### **c) Other:**

i) **APP/D0840/W/23/3318316**: Conversion of redundant building to form five apartments; Lamb & Flag Inn, Canonstown; Appeal allowed. No further updates received. This will be added to the Clerk's report for updates going forwards. (Action: The Clerk)

ii) **PA13/09686 & PA16/10192**: Relating to the unfinished development at Land NNE of Cemetery, Chenhalls Road. No further information has been received to date and it was **agreed** to follow up and include on the Clerk's report going forwards. (Action: The Clerk)

#### **d) To consider any other planning matter received at / before the start of the meeting:**

i) **PA24/01105**: Construction of timber agricultural barn / stable and associated works; Land North of Buena Vista, St Erth Hill. It was **RESOLVED** to object to this application as the nature and size of the access point, as outlined in the extant Enforcement notice on the land, isn't suitable for the proposed vehicles as described. As with PA23/09417, the Council reiterates its request that evidence be provided to show how the application incorporates

renewable energy sources, reduces waste and promotes biodiversity as stated in Section 4 of the Design & Access Statement. Should the Case Officer be minded to approve the application, the Council would request a condition be included to restrict the use of the barn to agricultural use only to ensure that there is no option to convert to residential at a later date. (Action: The Clerk)

### **188/03/23-24 Reports**

#### **a) Cornwall Councillor's Report:**

Councillor Martin gave a verbal report on:

- Cornwall Council's budget which has been approved;
- the recent Economic Growth & Development Scrutiny Committee – discussions included electrical vehicle (EV) charging points;
- the safety issues relating to the recent lights switch off at night will be raised at the next CAP meeting and also with the Police & Portfolio Holder for Transport.

#### **b) Other Reports:**

**i) Police Penwith CAP Liaison Meeting 20<sup>th</sup> February:** meeting postponed to 20<sup>th</sup> March.

**ii) Boscarnek Community Liaison Group meeting 26<sup>th</sup> February:** The Council noted the draft minutes that had been previously circulated.

**iii) Planning Training 28<sup>th</sup> February:** Councillor Murley had attended and circulated notes.

**iv) Riverbank Community Working Group meeting 28<sup>th</sup> February:** The Council noted the draft notes that had been previously circulated.

**v) A30 Rose an Grouse to Newtown Roundabout meeting 29<sup>th</sup> February:** The Council noted the draft notes that had been previously circulated by Ludgvan Parish Council's Clerk.

### **189/03/23-24 Governance**

#### **a) Cemetery Risk Assessment:**

It was **RESOLVED** to approve the amendments to the Cemetery Risk Assessment as previous circulated. (Action: The Clerk)

#### **b) Cemetery Regulations:**

It was **RESOLVED** to approve the amendments to the Cemetery Regulations as previously circulated. (Action: The Clerk)

#### **c) Grave Digging Policy & Procedures:**

It was **RESOLVED** to approve the Grave Digging Policy & Procedures as previous circulated. (Action: The Clerk)

Councillor Murley left the meeting at 8.46pm

#### **d) Management of Memorials Policy:**

It was **RESOLVED** to approve the Management of Memorials Policy as previously circulated. (Action: The Clerk)

**e) Environmental Vision Statement & Strategy:**

It was **RESOLVED** to approve the amendments to the Environmental Vision Statement & Strategy as previously circulated. (Action: The Clerk)

**f) Equal Opportunities Policy:**

It was **RESOLVED** to approve the amendments to the Equal Opportunities Policy as previously circulated. (Action: The Clerk)

**g) General Privacy Notice:**

It was **RESOLVED** to approve the amendments to the General Privacy Notice as previously circulated. (Action: The Clerk)

**h) Privacy Notice for Staff & Councillors:**

It was **RESOLVED** to approve the amendments to the Privacy Notice for Staff & Councillors as previously circulated. (Action: The Clerk)

**190/03/23-24 Financial Matters**

**a) Income & Expenditure for February 2024:**

It was **RESOLVED** to note income received, ratify regular monthly payments made and approve payments due as follows: (Action: The Clerk, & Cllrs Greatrex, Lee & Taylor)

**Income received:**

Saints Funeral Services	£1,410.00	Burial Fees
Cornwall Council	£347.00	Community Chest Grant – part payment
Allotments	£5.00	Tenants
CCLA – PSDF	£104.21	Interest – February
<b>TOTAL</b>	<b>£1,866.21</b>	

**Regular Payments to note:**

Pennon Water Services	£29.50	Water – Public Conveniences
Hello Comtec	£12.00	VOIP Phone diversion
British Gas	£17.17	Electricity – Vestry Rooms
British Gas	£26.47	Electricity – Public Conveniences
SeaDog IT Ltd	£29.95	Website hosting fee
Cherry Trees	£963.50	Grass cutting – Churchyard, Cemetery, Playparks
Salaries	£2,740.50	Monthly salary inc tax, NI & pension
Google	£56.81	Gmail account
<b>TOTAL</b>	<b>£3,875.90</b>	

**Payments agreed previously and now paid:**

Green Man Treeworks	£550.00	Various Treeworks (144/12/23-24ciii)
<b>TOTAL</b>	<b>£550.00</b>	

### **Payments for approval:**

Corserv Facilities	£630.00	Cleaning – Public Conveniences – February
F Drew	£36.29	Clerk’s expenses (itemised on invoice) – February
SWPSI	£40.00	Monthly Play Inspection – February
S P Matthews	£29.00	Temporary repair to the Vestry Rooms door
SeaDog IT	£30.00	Tech support with Mailchimp
<b>TOTAL</b>	<b>£765.29</b>	

### **Payments for approval and payment in March:**

Green Man Treeworks	£3,150.00	Work to Lime Trees
Attic Signs	£52.14	Signage for Cemetery (if approved)
Shipsape Sheds & Fencing	£996.40	Build & install 6-person sleeper bench
Wellers Hedley	£1,230.00	Registration of land for both SEPC & SEPFA
<b>TOTAL</b>	<b>£5,428.54</b>	

### **b) Month end bank reconciliation:**

Councillor Parris confirmed a satisfactory bank reconciliation for January had been completed with the Clerk.

### **c) Prices Increases for 2024/25:**

The Council considered the Clerk’s report and it was **RESOLVED** to:

- continue with SWPSI for Playground Inspections, noting no current price increase;
- continue with SeaDog IT for website hosting, noting no current price increase and agreeing the continued use of a direct debit for monthly payments;
- agree a further 1-year Google Workspace Business Starter contract for 13 accounts with the continued use of a direct debit for monthly payments.

(Action: The Clerk)

### **d) Cemetery Costs:**

The Council considered the Clerk’s report and it was **RESOLVED** to:

- carry out the remedial work to tidy up the cemetery as outlined at a cost of £200.00 (ex VAT);
- approve the purchase of two signs from Attic Signs at a total cost of £43.45 (ex VAT), plus installation costs to a maximum spend of £200.00 (ex VAT).

(Action: The Clerk)

### **e) GWR Community & Improvement Fund:**

It was **agreed** that no application be submitted for this round of funding but that Council discuss setting up a Task & Finish Working Group to look at Grant funding applications at a future meeting. (Action: The Clerk)

### **191/03/23-24 Highways Matters**

#### **a) Proposed Traffic Calming, Gurlyn Hill Consultation:**

Following discussion, it was **RESOLVED** to support the principle of improving the safety of the junction but the Council feels this proposal will not do this. The size of the build out is too large and will only serve to push traffic using the junction, particularly larger agricultural

vehicles, onto the wrong side of the road. Measures are needed to slow the traffic coming down Tregembo Hill, the 'slow' sign on the road is in the wrong place to have any effect, and better visibility is needed on exiting the Gurlyn Hill junction, which it is unclear if the volume of vegetation clearance proposed will provide. (Action: The Clerk)

**b) Outcome of West Penwith 20mph Consultation including Relubbus:**

Noted

**c) Roadworks:**

The following road closure intention notices were noted:

**i) Station Approach, St Erth:** 18<sup>th</sup> – 19<sup>th</sup> March 2024 (21:00 – 05:00) Network Rail

**ii) Bosence Road, Townshend:** 30<sup>th</sup> April 2024 (09:30 – 15:30) – Sunbelt Rentals

**d) Cormac Workshop:** Friday 12<sup>th</sup> April, St John's Hall, Penzance (10:00–13:00)

Noted

**192/03/23-24 Open Spaces**

**a) Monthly Inspection Report:**

The inspection report for Battery Mill play park for February was noted.

**193/03/23-24 Correspondence**

**a) Water Lane – concerns regarding heavy machinery:**

Correspondence received, and the response given signposting to Cornwall Council if the resident wished to report any concerns relating to planning, was noted, as was the invitation to attend a Parish Council meeting at any time.

**b) Town & Parish Council Newsletter 9<sup>th</sup> February:**

Noted

**c) Consultation on Gypsy, Roma & Traveller Strategy:**

As the deadline for comment isn't until 26<sup>th</sup> April it was **agreed** to add this to the next agenda.

At 9.30pm, it was **RESOLVED** to continue the meeting to complete any business on the agenda.

**194/03/23-24 Agenda Items for a future meeting**

It was noted that Councillors should submit agenda items for future meetings to the Clerk in writing no later than Monday 1<sup>st</sup> April 2024.

**195/03/23-24 Meeting Dates**

**a) Annual Parish Meeting:**

It was **RESOLVED** to hold the next Annual Parish Meeting at 7:00pm in St Erth Hall (Old School Rooms) on Thursday 23<sup>rd</sup> May 2024, inviting a number of groups to give reports on their activities. (Action: The Clerk)

**b) Next Ordinary Council Meeting:**

It was noted that the next Ordinary Council Meeting is due to take place on 2<sup>nd</sup> April which falls in the Easter break and it was therefore **agreed** to move the meeting to 9<sup>th</sup> April 2024. (Action: The Clerk)

**196/03/23-24 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.

**197/03/23-24 Contracts**

**a) Playground Grass Cutting:**

It was **RESOLVED** to appoint Cherry Trees Garden Services on a three-year contract from 1<sup>st</sup> April 2024 – 31<sup>st</sup> March 2027 at a cost of £4,260.00 (ex VAT) for 2024/25. (Action: The Clerk)

**b) Cemetery Grass Cutting:**

It was **RESOLVED** to appoint Cherry Trees Garden Services on a three-year contract from 1<sup>st</sup> April 2024 – 31<sup>st</sup> March 2027 at a cost of £5,600.00 (ex VAT) for 2024/25. (Action: The Clerk)

**c) Footpaths:**

It was **RESOLVED** to appoint Cherry Trees Garden Services on a three-year contract from 1<sup>st</sup> April 2024 – 31<sup>st</sup> March 2027 at a cost of £3,841.67 (ex VAT) for 2024/25. (Action: The Clerk)

**198/03/23-24 Staffing Matters**

The Clerk had worked her contract hours in February, having taken some annual leave.

The Chair closed the meeting at 9.38pm.

Signed: \_\_\_\_\_ Chair

Date: \_\_\_\_\_