



The Vestry Rooms
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Minutes of the Ordinary Meeting of St Erth Parish Council held on Tuesday 1st October 2024 at St Erth School, commencing at 7.00pm

Present: Councillors W Chappell, T Greatrex (Vice-Chair), J Lee, S Murley, J Parris, N Player (Chair), P Rodda, & T Taylor.

In attendance: F Drew (Clerk), Cornwall Councillor (C/Cllr) J Martin and 4 members of the public.

109/10/24-25 Memories of Dave Pellow

Councillor Taylor gave a tribute to Mr Pellow, who had been on the Council for a number of years, including as Vice-Chair, prior to stepping down in 2016.

110/10/24-25 Apologies for absence

Councillors E Jenkin & J Kersey. No apologies given: Councillor A Spencer-Smith

111/10/24-25 Declarations of interest & dispensations

None

112/10/24-25 Community participation

All members of the public were present to discuss planning and the Chair **agreed** they could speak during the relevant item.

113/10/24-25 Action required on matters raised during community participation

None

114/10/24-25 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 10th September 2024, as previously circulated. (Action: The Chair)

115/10/24-25 Clerk's Report

a) Previous month's meeting:

The Council noted the following updates relating to actions from the last minutes:

- **091/09/24-25i)** HWRC Trial Booking System Presentation – information has been shared.
- **091/09/24-25ii)** Noise / anti-social working – C/Cllr Martin provided an update – see later.
- **096/09/24-25** New A30 road surface – C/Cllr Martin to update.

- **097/09/24-25** Policies – due to current workload these are yet to be updated on website.
- **099/09/24-25** Registered address – due to current workload this has yet to be investigated
- **101/09/24-25ai)** Chapel Hill & Tredrea Lane Road Closure – the Clerk has discussed with Sunbelt Rentals and is waiting to hear back from BT Openreach.
- **101/09/24-25bii)** Heavy Goods Vehicles – due to current workload this has yet to be followed up. C/Cllr Martin to update.
- **101/09/24-25biii)** School Lane parking – the Clerk, having received subsequent complaints from other neighbours, has requested the School add a note regarding parking to their newsletter, and for the local PCSOs to attend occasionally at drop off or pick up time, if feasible, over the next few weeks. The Clerk & C/Cllr Martin are due to meet with Highways this week to discuss.
- **102/09/24-25a)** Graffiti – due to current workload this has yet to be investigated.
- **102/09/24-25c)** Car Parking – Cllr Murley to update at a future meeting.
- **102/09/24-25d)** Tree Works – all work should be completed by the end of December.
- **103/09/24-25b)** NPPF Consultation – feedback was submitted via email.
- **103/09/24-25c)** Bus issues – due to current workload this has yet to be followed up.

b) Ongoing outstanding matters:

The ongoing matters as listed in the report were noted and the following updates received:

- **074/08/24-25** Ladies / Accessible Door Closer – a new closer has now been fitted.
- **076/08/24-25** Glebe Land – this meeting has been confirmed for 3rd October, relevant invitations have been issued and the Clerk has advertised it to the community.
- **088/08/24-25** Land Matters – Coastline has agreed to cover fees up to £800 (ex VAT)

116/10/24-25 Planning

a) Applications:

i) PA24/06250: Alterations and extensions to existing dwelling; Church House, 24 Church Street, St Erth. Following discussions, which included cladding, solar panels and flood resilience, where Councillors asked the applicant to clarify a number of points, it was **RESOLVED** to support this application. (Action: The Clerk)

b) Cornwall Council Decisions:

None

c) Pre-Applications:

i) PA24/01094/PREAPP: Pre-application advise for a residential development; Smugglers Inn, 3 Calais Road, St Erth Praze. The application was noted.

d) Appeals:

i) APP/DO840/W/24/3349443: Appeal against refusal of PA2402418 Permission in principle for construction of affordable led development (minimum 2 dwellings, maximum 4 dwellings); Land Rear of Godolphin View, Bosence Road, Townshend. A resident spoke on behalf of two others regarding why they believed the appeal should be refused. It was **RESOLVED** to submit a copy of the statement read out at the Planning Committee meeting by the Vice-Chair on behalf of the Council, to the Planning Inspector. In addition, to submit a copy of

the appeal decision notice regarding APP/D0840/W/23/3323623 and invite the Inspector to visit this nearby site when they undertake a site visit at the appeal site. (Action: The Clerk)

e) To consider any other planning matter received at or before the start of the meeting:

i) PA24/07439: Conversion of loft space and construction of dormer windows; 6 Battery Mill Lane, St Erth. Following discussion, it was **RESOLVED** to support this application. (Action: The Clerk)

117/10/24-25 Reports

a) Cornwall Councillor's report:

C/Councillor Martin's gave a verbal update to advise he had met with the residents on Water Lane and provided information for the contractors regarding appropriate working hours.

b) Other Reports:

i) A30 Rose & Grouse to Newtown Meeting 19th September: Postponed to 10th October.

ii) Local Councils Planning Enforcement Training: Councillor Murley attended the training and has shared notes. Slides will be circulated when available. (Action: The Clerk)

iii) St Aubyn Estates 27th September 2024: The Council considered the Clerk's report and it was **RESOLVED** that:

- Councillor Taylor visit the residents of Battery Mill Lane to advise of the SERRCAP plans, and to follow up with a letter; (Action: Cllr Taylor)
- to fill in the pot holes at the end of construction, along the stretch of lane used;
- in principle to put up additional signage at the start of the lane, with wording to be agreed by the SERRCAP Working Group as part of the project. (Action: The Clerk)

118/10/24-25 Financial Matters

a) Income & Expenditure for September 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)

Receipts received:

Cornwall Council	£34,249.00	Precept – second half
Cemetery	£510.00	Interment fees
Tenant	£10.00	Allotment rent
CCLA PSDF	£102.64	Interest - September
TOTAL	£34,871.64	

Regular Payments to note:

Everflow	£76.42	Public Conveniences – Water
Hello Comtec	£12.00	VOIP Landline Phone
British Gas	£21.32	Vestry Rooms – Electricity
British Gas	£25.04	Public Conveniences – Electricity
SeaDog IT Ltd	£29.95	Website hosting fee
Cherry Trees	£986.00	Parks, Churchyards & Cemetery – Grass cutting

Salaries	£2,740.50	September salary inc tax, NI & pension
Google	£59.80	Gmail account
TOTAL	£3,951.03	

Payments agreed previously and already paid:

F Drew	£46.45	Pasties for Volunteer Training Day
Martin Perry Associates	£594.00	Vestry Rooms – Visual inspection & report
TOTAL	£640.45	

Payments for approval:

Corserv Facilities	£1,069.79	Public Conveniences - Cleaning – Sept
F Drew	£203.96	Clerk’s expenses (itemised on invoice)
SWPSI	£40.00	Monthly Play Inspection – September
Cherry Trees	£2,305.00	LMP – Second cut
SeaDog IT	£195.00	Domain renewal
Paul Matthews	£70.00	Public Conveniences – maintenance
Attic Design & Print	£36.00	SERRCAP – 2x A4 signs
Cherry Trees	£600.00	SERRCAP – additional footpath work
F Drew	£157.30	SERRCAP – Equipment & PPE
Westcountry Rivers Trust	£16,208.40	SERRCAP – In river work
Westcountry Rivers Trust	£2,906.40	SERRCAP – Volunteer Training Day
TOTAL	£23,791.85	

b) Month end bank reconciliation:

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

c) Insurance Policy amendment:

It was **RESOLVED** to ratify an amendment to the current insurance policy to include cover for Volunteer River Wardens, noting that there was no cost implication for this year but that an increase would be likely for future years.

d) IT Equipment:

It was **RESOLVED** to delegate the purchase of new equipment for the Clerk, including software if appropriate, to the Clerk in conjunction with Councillors Greatrex & Taylor to a maximum budget of £1,000, to include use of the earmarked IT reserve. (Action: Cllrs Greatrex, Taylor & the Clerk)

119/10/24-25 Public Access Defibrillators (PADs)

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

- purchase a cabinet from RMMC at a cost of £425.00 (ex VAT) to the same specification as that installed at the Shop;
- appoint EMO Electrical Services (with the School’s agreement) to fit the unlocked cabinet at the School;
- add the defibrillator to the Circuit - with both the Clerk and School Secretary/Administrator as Guardians;

- discuss the ongoing costs for pad and battery replacement with the School to propose if used by someone external to the School the Council will replace the pads, and to consider splitting the general maintenance and battery replacement costs.

(Action: The Clerk)

120/10/24-25 Vestry Rooms

The Clerk gave a verbal update to advise that the architect and structural surveys had been carried out. Discussion took place relating to number of bedrooms and roof type to feedback to the architect, who will be attending a future meeting, along with the planning consultant, to present proposed plans. It was **agreed** that Councillors Chappell & Taylor would visit the immediate neighbours behind and adjacent to the Vestry Rooms to advise of the proposed plans and discuss access. (Action: Cllrs Chappell & Taylor)

121/10/24-25 St Erth Riverside Regeneration & Community Access Project

The Council considered the report of the Working Group and it was **RESOLVED** to:

- ratify the decision to engage Cherry Trees to undertake the grading of the paths in two locations where the footpath was particularly narrow, in order to widen the path and give the eroded bank some respite from foot traffic, and install signage and posts;
- install 2x A4 signs at either end of the footpath advising the path is for Pedestrians only and that cyclists and horses should use the bridleways;
- submit an application for a bespoke permit to the EA to include a quote for the cost of installing wooden steps over the embankment.

(Action: The Clerk)

Councillor Murley left the meeting at 8:59pm.

122/10/24-25 Highways Matters

a) Proposed Roadworks:

i) Arch Lane, Canonstown: 3rd – 5th February 2025 (22:00 – 06:00 – road closed); Sunbelt Rentals. Noted.

b) Confirmed Roadworks:

i) Trenhayle Lane, St Erth: 3rd – 4th October 2024 (08:30 – 14:00 - road closed); Sunbelt Rentals. Noted.

ii) School Lane, St Erth: 2nd – 4th October 2024 (07:00 – 19:00 – give & take traffic signals); Wildanet. Noted. These roadworks are a result of issues with the install of the copper network and it was **agreed** to invite Wildanet to attend a future PC meeting. (Action: The Clerk)

123/10/24-25 Open Spaces

a) Monthly Inspection Report:

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

124/10/24-25 Correspondence

a) Christmas Tree Festival

It was **agreed** to take part, noting the requested donation of £10.00, and Councillor Player would be happy to decorate the tree with other Councillors welcome to volunteer to assist. (Action: The Clerk & Cllr Player)

b) St Erth Grand Village Party – 28th September

A complaint was received regarding the road closure for the event, and it was noted that there had been no formal request to use either Green Lane Park or the car park for the event. On reading of the event, the Clerk had requested information relating to insurance and risk assessments and had agreed use of the Park on behalf of the Council. However, it was **agreed** to write to the Lights Committee to advise that, whilst the Council fully supports the work the Committee does, due diligence and proper processes had not been followed on this occasion. (Action: The Clerk)

125/10/24-25 Agenda Items for a future meeting

It was noted that Councillors would submit agenda items for future meetings to the Clerk in writing no later than Monday 28th October 2024. Items to add include:

- to agree purchase of a wreath for Remembrance Sunday

126/10/24-25 Meeting Dates

It was noted that the next Ordinary Meeting will take place at 7.00pm on Tuesday 5th November at St Erth School. (Action: The Clerk)

127/10/24-25 Staffing Matters

The Clerk had worked over her contract hours and would take back in lieu time in October.

The Chair closed the meeting at 9:25pm.

Signed: _____ Chair

Date: _____