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Minutes of the Ordinary Meeting of St Erth Parish Council held on Tuesday 4th February 2025 at St Erth School, commencing at 7.00pm

Present: Councillors W Chappell, T Greatrex (Vice-Chair), E Jenkin, J Kersey, S Murley, J Parris, P Rodda, N Player (Chair), T Taylor

In attendance: F Drew (Clerk), Cornwall Councillor (C/Cllr) J Martin and 2 members of the public.

210/02/24-25 Apologies for absence

Councillor J Lee. No apologies given: Councillor A Spencer-Smith

211/02/24-25 Declarations of interest & dispensations

None

212/02/24-25 Community participation

A resident came to discuss PA23/09696, the Solar Farm application at Lanyon Farm, which is due to be considered by the Strategic Planning Committee on 13th February. They gave some brief background about their concerns, noting that the Council had objected to the application in March 2024. They asked if the Council would consider sending a representative to speak at the Committee meeting and what Councillor Martin would be doing to support residents concerns.

213/02/24-25 Action required on matters raised during community participation

Councillor Martin advised that he would be submitting a comment on the planning portal and lobbying Councillor Pascoe but would not be able to attend the meeting. It was **agreed** that Councillors Taylor & Rodda would attend on behalf of the Council and a statement would be drafted noting the Council's support of renewable energy but not at the expense of valuable farm land. In addition, concerns were raised regarding Cornwall Council's lack of coherent policy regarding solar farms as a whole, and it was requested that Councillor Martin take this forward when the new Cornwall Local Plan is considered. (Action: The Clerk, Cllrs Rodda & Taylor & C/Cllr Martin)

214/02/24-25 Minutes

It was **RESOLVED** that the Chair of the meeting signs as a true and accurate record the minutes of the extra Ordinary meeting held on 21st January 2025 as previously circulated. (Action: The Chair)

215/02/24-25 Clerk's Report

a) Previous month's meetings:

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

- **183/01/24/25** HWRC feedback – due to current workload this has yet to be followed up.
- **185/01/24-25** Public Toilets – the rota for overnight closing is now in place although the signage still needs to be actioned.
- **186/01/24-25ai)** PA24/09489 – Tolroy Motors, Hayle; awaiting decision.
- **186/01/24-25aii)** PA24/09665 – Tredrea Manor, St Erth; awaiting decision.
- **186/01/24-25aiii)** PA24/05222 – 10 St Erth Hill, St Erth; awaiting decision.
- **191/01/24-25bi)** Traffic lights synching issues at station – awaiting a response from Highways.
- **192/01/24-25c)** Cemetery Rubbish – the stones and rubbish have been moved; the bin has been ordered and the Clerk is liaising with a contractor to address the other issues.
- **193/01/24/25b)** Off Street Parking Places Consultation – a response has been submitted.
- **193/01/24-25g)** Marazion Civic Service – the Chair & Vice-Chair attended on behalf of St Erth.
- **202/01/24-25** Smugglers Inn – the resident has emailed the details to Cllr Martin.
- **205/01/24-25ai)** PA2409361 – 11 St Erth Hill, St Erth; awaiting decision.
- **206/01/24-25a)** Utility Contracts – all actioned, noting that business customers have to use a retailer rather than go direct to the wholesaler for water contracts and that there will be no increase in the retail price for a 3-year contract with Source for Business.
- **206/01/24-25bi)** Revised Budget 2024/25 – all updated.
- **206/01/24-25bii)** Earmarked Reserves – all updated.
- **206/01/24-25biii)** Budget 2025/26 – to add to website and circulate information in newsletter etc.
- **206/01/24-25biv)** Precept 2025/26 – request submitted.
- **206/01/24-25c)** Bank Signatories – request submitted, paperwork to sign.
- **206/01/24025d)** Transfer to CCLA account – waiting for claims to be processed.

b) Ongoing outstanding matters:

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

- **187/03/23-24aiii)** PA23/09696 – Land at Lanyon Farm Solar Farm – this application will be considered by the Strategic Planning Committee on 13th February.

216/02/24-25 Planning

a) Applications:

None

b) Cornwall Council Decisions:

None

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

None

217/02/24-25 Reports

a) Cornwall Councillor's report:

The Council noted C/Councillor Martin's report.

b) Other Reports:

i) Penwith CAP Meeting 15th January: The minutes and actions will be circulated when available. It was **agreed** to feedback the ongoing issues for people who attended these meetings virtually. (Action: The Clerk)

ii) Treloweth Development Community Liaison Group meeting 27th January: The Council noted the draft minutes that had been previously circulated and housing numbers were discussed. The open site meeting was noted for 4.30pm on Monday 3rd March.

iii) Neighbourhood Police Team meeting 28th January: Councillor Taylor and the Clerk met with PC Magurean at Hayle Police Station and notes had been shared of the meeting. It was **agreed** to check that the letter had been sent to St Ives School, to investigate the potential for mobile CCTV with Cornwall Council Community Safety Team and install some appropriate signage. (Action: The Clerk)

iv) Boscarnek Development Community Liaison Group meeting 3rd February: The Clerk gave a brief verbal update and the draft minutes will be circulated when available. Highways has confirmed they are happy with railings between Boscarnek and the football field at Vicarage gate. (Action: The Clerk)

v) Planning Policy Team Update meeting 29th January: Councillor Murley had provided feedback which had been previously circulated, noting the request to look at opportunities for development and house building whether within NDP boundaries or not.

218/02/24-25 Governance

a) Annual Insurance Renewal:

The Clerk advised that Clear Councils was unable to provide a quote due to issues with insurers and Community Action Suffolk had confirmed it was unable to offer a competitive quote in relation to the renewal figure. It was **RESOLVED** that the Clerk should seek further quotes delegating a final decision to the Clerk, in conjunction with Councillors Greatrex & Parris, up to a maximum spend of the renewal quote received from Zurich, to achieve best value but ensuring the Council had adequate cover for its requirements. (Action: The Clerk)

b) Standing Orders:

It was **RESOLVED** to approve the Standing Orders with no amendments, as previously circulated. (Action: The Clerk)

c) Financial Regulations:

It was **RESOLVED** to amend Section 5.7 to read as follows: For contracts estimated to exceed £20,000 including VAT, the Council will consider each contract on a case-by-case basis whether it wishes to seek formal tenders from at least three suppliers agreed by the Council. Should a tender process be agreed, tenders shall be invited in accordance with Appendix 1. (Action: The Clerk)

d) Risk Register:

It was **agreed** to defer review of the Risk Register to the next meeting. (Action: The Clerk).

219/02/24-25 Financial Matters

The Chair moved the following item up the agenda:

h) Tool Shed:

It was **RESOLVED** to purchase a shed from Asgard at a cost of £789 (ex VAT) including delivery, noting that delivery would take approximately 7 weeks and that installation would be carried out by MH Groundworks. (Action: The Clerk)

a) Income & Expenditure for January 2025:

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	£655.62	Community Chest Grant
CCLA PSDF	£100.14	Interest – January
TOTAL	£755.76	

Regular Payments to note:

Everflow	£113.24	Public Conveniences – Water
Hello Comtec	£12.00	VOIP Landline Phone
British Gas	£19.53	Vestry Rooms – Electricity
British Gas	£28.45	Public Conveniences – Electricity
SeaDog IT Ltd	£29.95	Website hosting fee
Cherry Trees	£986.00	Parks, Churchyards & Cemetery – Grass cutting
Salaries	£4,200.23	Monthly salary inc tax, NI & pension & add hours *
Google	£59.80	Gmail account
TOTAL	£5,449.20	

* The overpayment of £386.15 paid to the Clerk last month in error was deducted from the actual payment made.

Payments approved previously and already paid:

Play Inspection Company	£130.80	Clerk's Annual Membership (169/12/24-25)
Environment Agency	£556.50	Poplar – Chenhalls Rd (102/09/24-25d final)
TOTAL	£687.30	

Payments for approval:

Corserv Facilities	£1,069.78	Public Conveniences – Cleaning - January
Corserv Facilities	-£36.06	Public Conveniences – credit note
F Drew	£73.94	Clerk's expenses (itemised on invoice)
SWPSI	£40.00	Monthly Play Inspection - January
Corserv Facilities	£91.26	Public Conveniences Consumables Q3
Corserv Facilities	£29.34	Public Conveniences Hygiene Services Q3 *
Asgard	£946.61	Shed
Glasdon	£721.78	Bin for Cemetery

Zurich	£975.79	Annual insurance renewal
TOTAL	£3,912.44	

* it was **agreed** to hold this invoice while the Clerk clarifies the contract terms.

b) Month end bank reconciliation:

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

c) Third Quarter Budget Update:

The Council noted the Clerk's report. No concerns were raised. (Action: The Clerk)

d) Price Increases for 2025/26:

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

- continue with SWPSI for Playground Inspections, noting no current price increase and set up a direct debit for monthly payments;
- continue with SeaDog IT for website hosting, noting no current price increase and agreeing the continued use of a direct debit for monthly payments;
- defer a decision in relation the Google Workspace Business Starter contract to next month to allow time for research into alternative options and costings;
- agree a one-year contract with Cornwall Council for the emptying of 5 bins at locations as outlined at a cost of £1,123.50 (ex VAT).

(Action: The Clerk)

e) Local Maintenance Partnership Grant (LMP):

The Council considered the 1.1% increase offered and it was **agreed** to go back to Cornwall Council to request a fair increase, either using RPI, CPI or precept increase, to reflect rising costs to carry out the contract. (Action: The Clerk)

f) Playground Maintenance:

It was **RESOLVED** to agree a maximum spend of up to £2,000 for maintenance work to equipment in Battery Mill Play with specific work to be finalised by the Clerk in liaison with the Estate Working Group. (Action: The Clerk)

g) Annual Playground Inspection:

It was **RESOLVED** to place a repeat order with the Play Inspection Company to carry out the annual inspection at Battery Mill Play Park in 2025/26. (Action: The Clerk)

220/02/24-25 St Erth Riverside Regeneration & Community Access Project

The Council noted the Clerk's report updating on the completion of the project, outstanding evidence required to be submitted by the end of March and outstanding actions not relating to the CLUP grant. It was **RESOLVED** to:

- take a credit note for £200 towards the cost of the replacement shed;
- take no further action regarding Battery Mill Lane except to put stones alongside the new fence;

- use the Improvement Projects budget for the additional spend over and above the Community Chest grant received, for the purchase and installation cost for a circular picnic bench as outlined.

(Action: The Clerk)

221/02/24-25 Highways Matters

a) Proposed Roadworks:

i) Station Approach, St Erth: 9th February (08:00-13:00) – Road closure Openreach - noted

ii) Boscence Road to Pauls Green, Townshend & Tregembo Hill, Relubbus: 10th-12th February (24 hours) – Road closure; Cormac – noted

iii) Station Approach, St Erth: 19th-20th March (21:00-05:00) – Road closure; Network Rail - noted

222/02/24-25 Open Spaces

a) Monthly Inspection Report:

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

223/02/24-25 Correspondence

a) Marazion Town Council letter re Motion of No Confidence in Cornwall Council's Planning & Enforcement Department:

Following discussion regarding both planning and enforcement, it was **agreed** that there have been a number of long-term ongoing enforcement cases in the parish of St Erth which the Council does not believe have been satisfactorily resolved or, when a breach has eventually been agreed, sufficiently enforced. It seems in practice that Cornwall Council's planning department will overrule any other policy or impact considerations whenever a proposal for additional accommodation is included in an application, constantly citing the (same) housing waiting list figures as justification for approval or lack of action where inappropriate developments have stalled. In addition, there have been planning applications registered that often do not include all the relevant documentation to allow proper consideration by Councillors, and planning decisions made that have been detrimental to the area. The Council therefore **RESOLVED** that it:

- has no confidence in Cornwall Council's current planning and enforcement procedures, which fail to adequately consider the views of local councils, allow inappropriate development to proceed, and lack effective enforcement against breaches of planning law;
- believes that planning enforcement is ineffective, with limited action taken against clear breaches of planning conditions, leading to unchecked development that harms local communities and Cornwall's landscape;
- is concerned that the Cornwall Council 5 Day Planning Protocol creates unnecessary barriers to democratic decision-making, making it difficult for town and parish councils to have legitimate concerns properly considered at the elected member-led Planning Committee;

- supports Marazion Town Council's call for Cornwall Council to urgently review its planning and enforcement procedures, ensuring they are transparent, accountable, and responsive to the concerns of local councils and residents.
(Action: The Clerk)

b) Strengthening the standards and conduct framework for local authorities in England Government Consultation:

It was **agreed** to support strengthening the standards and associated sanctions, delegating a response to the Clerk in conjunction with Chair & Vice-Chair. (Action: The Clerk)

c) Cornwall Council Planning Policy Interim Policy Position Statement Consultation:

It was **agreed** to delegate the Clerk to collate Councillors feedback in order to submit a collective response on behalf of the Council. (Action: The Clerk & All Cllrs)

d) CALC Guide to Town & Parish Council Elections in Cornwall – May 2025:

The timetable was noted.

e) Cornwall Council Town & Parish Council Newsletter 17th January:

The information was noted.

f) CALC News Bulletin, Briefings and Other Information for Local Councils 28th January:

The information was noted.

224/02/24-25 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 24th February 2025.

225/02/24-25 Meeting Dates

It was noted that the next Ordinary Meeting will take place at 7.00pm on Tuesday 4th March 2025 at St Erth School.

226/02/24-25 Exclusion of the Press & 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.

227/02/24-25 Public Convenience Cleaning Contract

It was **agreed** to defer a decision to allow the Clerk to find out costings for some additional options. (Action: The Clerk)

Councillor Murley left the meeting at 9:27pm.

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

228/02/24-25 Legal Matters

It was **RESOLVED** to sign the TP1 document transferring the part of land as agreed in the S106 to the Parish Council, providing the outstanding queries relating to service charges and boundaries are confirmed satisfactorily. In addition, it was **agreed** to clarify with the Site Manager what is currently on the land, costings for grass seeding, the proposed parking they are currently installing and drainage. (Action: The Clerk)

229/02/24-25 Staffing Matters

The Clerk had worked their contract hours and taken some annual leave.

The Chair closed the meeting at 9.58pm.

Signed: _____ Chair

Date: _____