



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 2<sup>nd</sup> September 2025 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: 28<sup>th</sup> August 2025

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

As per the Council's Standing Orders the period of time designated for public participation shall not exceed 15 minutes unless directed by the Chair of the meeting and a member of the public shall not speak for more than 3 minutes

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

### 5. Minutes

To approve that the [Minutes](#) of the Ordinary meeting held on 5<sup>th</sup> August 2025, 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:

None

#### b) Cornwall Council Decisions:

i) [PA25/03324](#): Planning in principle for 1 dwelling (minimum 1 maximum 2); Spring Lily, Steppy Downs, St Erth Praze; **Refused**

ii) [PA24/04671](#): Outline Planning Permission with some matters reserved (appearance, landscaping and scale) for residential development of up to 10 dwellings comprising 5 open market dwellings and 5 affordable homes; Land SW Of Marchton, Rose An Grouse, Canonstown; **Withdrawn**

- c) **Other:**
- i) [PA25/05924](#): Works to Trees within a Conservation Area; 2 Little Mill Lane, St Erth
- d) **To consider any other planning matter received at or before the start of the meeting:**

## 8. Reports

- a) To receive the Cornwall Councillor's report – to follow
- b) To receive reports on any meetings held or training attended since the last Council meeting, consider any recommendations and agree any appropriate action

## 9. Governance

- a) To agree [Terms of Reference](#) for the Transport Working Group
- b) To agree a course of action regarding the Council's registered address
- c) To review the [Volunteer Policy](#)

## 10. Financial Matters

- a) To note income & approve expenditure for August – to follow
- b) To note monthly bank reconciliation for July

## 11. Highways & Transport Matters

- a) To note any proposed roadworks:
- i) [St Erth Station Car Park](#): 7<sup>th</sup> Sept – 10<sup>th</sup> Oct – partial closure – National Grid / GWR

## 12. Open Spaces

- a) To note monthly playground inspection report for August and agree action in relation to Junior Multi Play equipment
- b) To agree location of the defibrillator on Kew Treguarrak and any associated spend
- c) To consider submitting an application for the Enhanced Local Maintenance Partnership Fund
- d) To receive an update regarding the dog steps
- e) To receive an update in relation to CCTV options

## 13. Toilets

- a) To agree course of action in relation to parking at the toilets
- b) To note broken hand drier and associated expense

## 14. Correspondence & Consultations

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

- a) Cornwall Council – Town & Parish Council [Newsletter](#) – 1<sup>st</sup> August
- b) Cornwall Council – Rights of Way Improvement Plan [Survey](#) – 28<sup>th</sup> September
- c) Cornwall Association of Local Councils – News Bulletin – 25<sup>th</sup> August

## 15. Agenda Items for a future meeting

To be submitted to the Clerk in writing by Monday 22<sup>nd</sup> September

## 16. Meeting & Other Dates

- a) To note date of the next Ordinary Council meeting as Tuesday 30<sup>th</sup> September 2025, agree any additional [meetings](#) where appropriate and note new external meetings
- b) To agree Councillors to attend the Councillor Surgery on 4<sup>th</sup> October
- c) To consider appointing a representative to attend the St Erth Residents Association meeting on 29<sup>th</sup> September
- d) Cornwall Local Plan [Engagement Sessions](#) – 9<sup>th</sup> September 12-3pm St Ives or 4-7pm Penzance

**17. 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

**18. Vestry Rooms**

To receive an update regarding sale terms and agree any action

**19. Staffing Matters**

To review workload and hours worked for August