



ST MEWAN PARISH COUNCIL

Parish Clerk: Wendy Yelland (CiLCA)

Tre Bethan
The Chase, Sticker
St Austell, PL26 7HL

Tele: 07464 350837

E: clerk@stmewanparishcouncil.gov.uk

W: www.stmewanparishcouncil.gov.uk

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Draft Minutes of the Ordinary Council Meeting held on the 10th of April 2024 commencing at 19.15pm in St Marks Church Hall

OC234/24 Persons Present/Apologies

Cllr Mrs Tarbox (Chair), Cllr Vine (Vice Chair), Cllr Mrs Heyward, Cllr Ms Watts, Cllr Davis, Cllr Jannaway, Cllr Rees-Webb, Cllr Spencer

In attendance: Wendy Yelland Parish Clerk, Amanda Kendall Deputy Clerk

Apologies: All present.

Public Present: Mr & Mrs Geach, Cornwall Cllr Michael Bunney

OC235/24 Declarations of Interest from Members/Dispensations

Cllr Vine declared an interest in Agenda Item 10c.

OC236/24 Public Participation

Kay Geach, resident of Trewoon, is upset regarding the top gate locked in Trewoon Recreation Ground. She explained that it is difficult for residents to access the Play Area via the lane from the Tremewan end. The dogs are still entering the Playing Field by going under the gate. This will be placed on the agenda for the May meeting.

OC237/24 Cornwall Cllr Report

Cllr Bunney's monthly report circ and is available under 'additional documents' at www.stmewanparishcouncil.gov.uk under the April 24 Ordinary Council meeting.

Cllr Davis thanked Cllr Bunney for his efforts.

Cllr Mrs Tarbox queried why at Planning Committee the Parish Councillors, objectors or supporters are no longer able to be questioned and she felt that the decision amounted to bias because as the applicant can still be asked questions.

It was agreed to write to Cornwall Councillor Olly Monk to query reasons and raise objections to this decision.

OC238/24 Council Meeting Minutes: 13th March 2024

It was

RESOLVED that the above Minutes of the Meeting of St Mewan Parish Council having been previously circulated, inc Confidential be taken as read, approved, and signed. There were no matters arising from



the Minutes

Prop Cllr Davis, sec Cllr Ms Watts

The Chair has received a letter from Cllr Mrs Mitchell to advise council that sadly she won't be standing this municipal year. Mrs Mitchell will be sorely missed and for her wealth of knowledge having given up her time selflessly for others for over 14 years.

This year Mrs Jenny Padley also stepped down after 18 years' service and Mr David Holman after 7 years.

OC239/24 Committee Meeting Minutes

To **NOTE** and **APPROVE** any recommendations therein: -

Planning 13/2

NOTED and **APPROVED**

OC240/24 Clerk's Report

OC74/19 St Stephens Rd, speeding issues, in progress. Confirmation from PCSO a site has been submitted to Devon & Cornwall for approval.

OC110/19 Notice Board at Trelowth – in progress.

OC132/19 Awaiting response from Highways re MA Grigg Ltd proposal.

OC33/20 Review of Neighbourhood Plan on going.

OC149/20 We're Watching You Dog Fouling Campaign posters and bin stickers – ongoing.

OC168/22 Sticker Open Space (namely the Dog Field) – In progress

OC191/22 Parish Projects, in progress

OC59/22 Tree Management in the Parish. On going.

OC63/22 Disabled Access to Polgooth Playing Field. In progress

OC105/22 Trees with Ash die back Lower Sticker – in progress.

OC109/22 FIT readings. Request for smart meter not actioned until payments are re-instated.

OC118/22 Civility and Respect Pledge. Policy in progress

OC179/22 Land Agreements. Awaiting documents for signing

OC190/23 Winter Maintenance in Parish.

OC235/23 Litter pick hoops. Purchased. To distribute to volunteers.

OC266/23 Confidential. In progress

AC21/23 Sticker Car Park signage. Letter sent to Sticker AFC

OC53 /23 Sticker Car Park Enhancement. Mrs K has confirmed they will be renewing a water butt.

OC73/23 The Goffin Working Party Group, Meeting date set.

OC94/23 Climate Change Objective (Standing Agenda Item). Awaiting start date for path. Weather dependent.

OC98/23 Polgooth Parking issues outside Stores and Post Office and Village Hall. Highways Expression of Interest withdrawn. Awaiting PO to submit proposals.

OC99/23 Signage. Actioned

OC120/23 Land Registry Searches – Actioned

OC121/23 Renewal of Parking Permits. Letters sent.

OC122/23 A3058 Trewoon Bank. In progress. Mulch Mats in transit.

OC140/23 Parish Planters. Received

OC142/23 Branch Trimming – Actioned. Will take place when other tree works are scheduled.

OC151/23 – Confidential item in progress

OC161/23 Draft Design Code Consultation. Actioned with changes.

OC162/23 Roundabouts Polgooth and Lower Sticker. In progress



OC163/23 Request from resident for temporary access to the rear of his property from Trewoon Playing Field to enable clearing, to consider location plan provided.

Recorded delivery letter sent and signed for.

OC164/23 Finance. Account with CCLA Public Sector Deposit Fund. In progress

OC179/24 Design Code submitted. Cornwall Council have agreed to remove the reference to Cornwall Council Parking Standards and proceed with the process for getting the design code endorsed. Note: Please note: The Parking Standards are referenced in strategic policy, they will still apply to development in St Mewan Parish. The Parking Standards do allow for the need to reflect local requirements, which is what are trying to highlight/emphasise in the Code. Agreed to remove the reference as requested.

OC180/24 Tree works in the Parish. Instructed.

OC183/24 Parish Planting. Wildflowers actioned for 24/25

OC190/24 Confidential. In progress

OC199/24 Trewoon Community Garden Official opening. Awaiting inscription proof and confirmation from Trewoon Village Hall for hire of kitchen facilities. Completed

OC200 /24 Upgrade of Lighting in Sticker Car Park. Completed

OC201 /24 CCTV Trewoon. Confirmed maintenance contract.

OC202 /24 Parish Planting. Polgooth area deferred.

OC203 /24 Tree Felling. Actioned. Awaiting suitable weather and site meeting.

OC204/24 Highways and Footpaths. Renewal of signs and posts. In progress

OC222/24 St Mewan School – Cllr Rees Webb In progress

OC224 /24 Waste Management in the Parish – Actioned

OC225 /24 Highways and Footpaths. Tregongeeves Lane. Highways Steward confirmed on site visit this is an Enforcement issue.

OC226/24 Trewoon Playing Fields Hire. Actioned for insurance details from TTCF

Sticker

Burngullow Rd

After reporting this area W242073841 for severe flooding.

Further information that on the original attendance from Cormac to clear the drain it was pointed out by Cormac to resident that due to the pressure used the drain has collapsed which has created a large hole in the land approx. 4ft deep and spanning 30ft. Taking matter up with Cormac.

Cornwall Council has opened an enforcement case ref no EN24/00179 at Wyldecrest Site in Sticker.

Resident/s complaint about chip van with engine running at night at The Paddock, St Stephens Rd Sticker

Asset Label 009 reported Sticker Activity Park.

Resident concerns over Footpath 11/1 fenced off at entrance and highways being dug up. No Local Authority notification of footpath closure and Highways works for putting in utilities to service The Paddock. Met contractor onsite with MM who produced a Section 50 application. Reported to Cornwall Council who confirmed they have no street works permit. CC confirmed Street Works Officer intended visiting the site.

Update – Application PA23/O1949 Extension to Gypsy Site St Stephens Rd. After the successful result of this planning application being turned down at Central Planning on Monday 8th April 24 a request for entrance to Footpath 11/1 needs to be reinstated and Herras fencing to be removed enabling walkers to have safer access. Agenda Item Highways and Footpaths.



Trewoon

Complaint via messaging with photos of dogs loose in Trewoon Play Area.

Dog Faeces still not being picked in Trewoon Play Area and the dog walking corridor.

Resident enquiry asking when the Playing Field will be cut as parent wished to hold her daughter's birthday party at Easter. Expressed that no fields can be cut due to the weather we are experiencing.

Drains blocked in St Annes Rd Trewoon. Requested resident reports as it can bear more weight.

Polgooth

Residents have contacted Cllr Vine regarding ongoing issues with the sewage pipes / system at the bottom of Tregongeeves Lane. There have been problems with blockages that occur regularly during periods of heavy rain, this has been happening for over 12 months now but is getting more and more frequent. Most recently properties have had sewage inside – one resident who is in her 80's is in hospital having picked up an infection following sewage in her house.

SWW are quick to send men and machines to relieve the blockages and regularly monitor the pipework however, the residents are asking what the long term plan is to find a solution?

Tregoneeeves Lane Polgooth – Reports of resident allegedly moving soil from Nanterrow up Tregongeeves Lane and dumping it in one of the unauthorised gateways. Highways confirmed it is a Planning Enforcement matter.

General

Update on the issue of Devon and Cornwall Crime figures.

Devon and Cornwall Police have moved to a new crime recording system called Niche. The new system will improve the police's ability to record and report crime and incident data, however during the transition period, the information that the police are able to provide is limited. Whilst police officers and staff can view crime and intelligence records, the police are not able to provide the types of crime figure reports that are required to provide the type of validated data which is published on Police.uk. The force is working to resolve this and aim to resume reporting to Police.uk in the coming months (hopefully by April).

The Commissioner and everyone at OPCC share the council's frustrations and they continue to challenge the force to resolve these issues as soon as possible.

Some crime data is now being released under FOI (with the necessary caveats) so if there is some specific crime data council would like to see then they would recommend submitting a request via the Force's website: <https://www.devon-cornwall.police.uk/rqo/request/ri/request-information/rip/request-information-police/>

Received confirmation from Cornwall Council for St Mewan PC to be considered for the Neighbourhood Planning statement pilot scheme.

CIRCULATED and NOTED

OC241/24 Conflict of Interest BDO LLP

It was

RESOLVED there is no conflict of interest from members with Council's External Auditor BDO LLP. Prop Cllr Jannaway, sec Cllr Rees-Webb. **Action: Clerk**

OC242/24 Climate Change Objective (Standing Agenda Item)

Birds nesting in the boxes on The Goffin, 100 primroses have been planted.

A leaflet is going out in the Polgooth Times asking residents what they would like to see in The Goffin.

This will be going out this month.



OC243/24 Grants and Donations

- a) The Clerk confirmed Polgooth Times grant application met the required criteria.

It was

RESOLVED to grant an award of £620, 1 quarter printing costs plus £60 for additional printing due to our leaflet from Community Benefit Fund. Prop Cllr Spencer, sec Cllr Ms Watts

- b) The Clerk confirmed St Dorothea Flower Club grant application met the required criteria .

It was

RESOLVED to grant an award of £300 Prop Cllr Tarbox, sec Cllr Mrs Heyward from Community Benefit Fund.

- c) The Clerk confirmed Sticker Rally grant application met the required criteria .

It was

RESOLVED to grant an award of £2,000 from Community Benefit Fund, Prop Cllr Spencer, sec Cllr Davis

OC244/24 Highways and Footpaths

To **CONSIDER** a request from Cornwall Council Sustainable Growth and Development Transport Coordination Services to support installation of an easier access to the bus stop at Edgcumbe Rd Trewoon. Previously circulated.

It was

RESOLVED to support. Prop Cllr Rees Webb Seconded Cllr Jannaway. **Action: Clerk**

11/1 Footpath blocked- It was **RESOLVED** to wait for official refusal and then write to Highways and Enforcement. Prop Cllr Mrs Tarbox seconded Cllr Jannaway. **Action: Clerk**

OC245/24 Finance

- a) It was

RESOLVED to **APPROVE** the April 2024, pay schedule as presented. Prop Cllr Mrs Tarbox, sec Cllr Vine

Income: 936.38	Expenditure: 4908.6
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- b) It was

RESOLVED to **RATIFY** payment to creditors totalling £2347.13 which came in after the March pay schedule. (Cleared for council's end of year as of 31st March 24). Prop Cllr Mrs Tarbox, sec Cllr Ms Watts

- c) Members received the bank balances inc petty cash as of the 31st of March 2024. **NOTED**

Prop Cllr Mrs Tarbox sec Cllr Vine.

- d) It was

RESOLVED to **APPROVE** X/F of £2040.00 from Playing Fields EMR's to GF for removal cost of roundabouts under Minute No: OC162/23. Prop Cllr Mrs Tarbox, sec Cllr Spencer.

e) Further update on Unity Trust Bank. The Clerk informed members there are still ongoing issues with incorrect balances displayed on bank headed statement downloads when you enter monthly transaction dates. Issues: it gives an end of month incorrect balance on the header which incorporates two random transactions from the following month (not shown) and does not show two direct debits on the statement for the current month you are trying to reconcile. It is only when you go into the EXCEL download and cross reference can you reconcile as it shows the missing direct debits from the original statement minus the next month transactions giving you a correct balance. The clerk has expressed again in emails sent via secure messaging to Unity Trust Bank how this is not acceptable for the clerk, parish council, or the auditors. This issue also encounters additional administration time for the clerk in having to cross reference every month to ensure a correct bank reconciliation is achieved. To print off, scan the statements downloaded and send to Unity Trust Bank as they do not see at their end what the clerk sees. Received a hard copy letter from Unity Bank who



confirmed they are hoping to come back with their findings from the software development company by the 29th of April 24. Unity Trust Bank has now emailed an end of month statement. The clerk understands from Scribe that another clerk has experienced the same issues and has concerns with Unity Trust Bank. The Deputy Clerk has looked at some alternative banks and Nat West is more expensive despite 2 years free banking because of added costs of bank line due to additional signatures required, therefore, it is recommended that the council opens two accounts with Lloyds. Cllr Spencer said it is not very practical to have a lot of bank accounts.

It was

RESOLVED to **APPROVE** the closure of Unity Bank and open a General Fund and Savings Account with Lloyds Bank, members to research where to spread the risk, Prop Cllr Rees-Webb, sec Cllr Spencer

Action: Cllr Spencer to investigate suitable banks for investment.

f) CCLA- to delay investment at present.

g) It was

RESOLVED to request a letter of engagement from Hudson Accounting for scoping internal audit. To note Hudson Accounting sent one in October 23. NOTE: External Auditors randomly select 5% of parish and town councils for and Intermediate Audit. St Mewan PC are in that 5% this year. **NOTED**

Prop Cllr Mrs Tarbox sec. Cllr Rees-Webb

OC245/24 Planning Application

Application: PA23/O9441

Proposal: Proposed 2 bed house with a music room /ancillary bedroom.

Location: 39 Cooperage Road Trewoon St Austell Cornwall PL25 5SJ

Applicant: Mrs P Nichols

It was **RESOLVED** to defer the application, and request information on parking, music room, is it sound proofed, and material of structure.

Prop Cllr Mrs Tarbox, sec Cllr Jannaway. **Action: Clerk**

OC246/24 Members reports/feedback from training/workshops/meetings/external bodies/matters of interest in the parish.

- Cllr Jannaway reported that a resident is stating landlines are stopping, this is analogue that is stopping.

OC247/24 Correspondence received up to the time of meeting.

6th April

1. Weekly Planning List 13/3
2. Keeping Cornwall Updated 15/3
3. The Rural Bulletin
4. CALC Training Update
5. Devon & Cornwall Spring Newsletter
6. Cornwall Area Partnerships Meeting 24/4
7. Weekly Planning Decision List 13/3
8. Vision ICT – Unlock your Access V6-5 Editing and Accessibility Webinar Recordings Available
9. NALC Martyn's Law Proposals
10. Weekly Planning List 20/3
11. Keeping Cornwall Updated 22/3
12. Complaint re vehicles parked and speeding on St Stephens Rd. Monitoring
13. Request to extend 20mph at St Mewan School. Sent to Cornwall Cllr Michael Bunney and copied PC in.



14. Rural Bulletin 26/3
 15. Weekly Planning List 26/3
 16. NALC Democratic Planning System Note
 17. Objection on behalf of residents to Planning Application PA23/01949 – Cornwall Council Committee Meeting held on the 8th April 24
 18. Resident email to Planning Enforcement re Nanterrow Polgooth. Cornwall Cllr Michael Bunney and copied PC in.
 19. Keeping Cornwall updated 28/3
 20. NALC Practitioners Guide Annual Governance and Accountability Returns (AGAR) for financial years commencing on or after 1 April 2024
 21. Weekly Planning Decision List 27/3
 22. Rural Bulletin 3rd April
 23. Weekly Planning List 3/4
 24. Volunteer Cornwall April Newsletter
 25. Cornwall Cllr Michael Bunney Objection Planning Application PA23/01949 – Cornwall Council Committee Meeting held on the 8th April 24
 26. Rural Funding Digest April 24
 27. Town and Parish Council Bulletin 5/4
 28. March Parking Enforcement Report
 29. Cornwall Council Planning Public Interruption Sunday 14th April 7.00am to 16.00pm.
 30. Keeping Cornwall updated 5/4
- 8th April 24
31. Petition of signatures to unlock the top gate of the dog walking corridor into Trewoon Playing Fields
- 10th April
32. Weekly Planning Decision List 3/4
 33. Rural Bulletin
- Invites: –
34. 1225 Squadron ATC Open Evening 17th April 24
 35. Free Online Demo – Go Collaborate Community Engagement and Consultation Platform
 36. Community Area Partnerships Meeting 24th April.
- List circulated prior to the meeting. **NOTED**

OC248/24 Items for Agenda

Trewoon Recreation Ground gate
Parish Council banking arrangements.

OC249/24 Public Bodies (Admission to Meetings) Act 1960

To **RESOLVE** that in view of the confidential nature of the business about to be transacted it is advisable that the press and public be excluded and are instructed to withdraw during the discussion of the following item. Prop Cllrs Mrs Tarbox, sec Cllr Vine.

Confidential Minute filed under OC250/24

There being no further business to be transacted the meeting closed at 9.05pm.



Signed.....Date.....

Chair of Full Council

Council Members

Cllr Mrs Tarbox – Chair

Cllr Vine – Vice Chair

Cllr Mrs Heyward

Cllr Debbie Watts

Cllr Davis

Cllr Jannaway

Cllr Rees- Webb,

Cllr Spencer

