

ST MEWAN PARISH COUNCIL

Parish Clerk: Wendy Yelland (CiLCA)
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Virtual Ordinary Council Meeting Minutes – 28th April 2021 held Remotely via ZOOM at 19.00pm

OC213/20 Persons Present/Apologies

Cllr Kneller (Chair), Cllr Mrs Tarbox (Vice-Chair), Cllr Mrs Heyward, Cllr Mrs Mitchell, Cllr Mrs Padley, Cllr Mrs Ringrose, Cllr Holman, Cllr Jannaway, Cllr Wallis, Cllr Passmore

The Chairman welcomed everyone.

Apologies: Cllr Spencer. Received and duly accepted.

In attendance: Wendy Yelland – Parish Clerk

Public Present: Mr Michael Bunney, Mr John Richards, Tom Maguire, Mrs Heather Banbury, Mrs Julia Landsdowne,

OC214/20 Declarations of Interest from Members / Dispensations

There were no Declarations of Interest.

OC215/20 Public Participation

Cllr Wallis confirmed to Mrs Banbury that Phase 2 of wildflower planting has been completed after the required ground preparation, however due to lack of rain, germination is slow taking place.

OC216/20 Council Meeting: Minutes: 10th March 2021

It was

RESOLVED that the above Minutes of the Meeting of St Mewan Parish Council having been previously circulated, be taken as read, approved, and signed at the next physical meeting with one amendment showing Cllr Jannaway present. Prop Cllr Mrs Mitchell, sec Cllr Wallis. There were no matters arising from the Minutes.

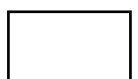
OC217/20 Committee Meeting Minutes (prev circulated).

- a) Rights of Way – 3rd March 2021
- b) Planning – 6th April and 23rd April 2021

NOTED.

OC218/20 Clerk's Report

FC222/18 – Land at St Stephens Rd in progress
AC27/18 – Asset register in progress
AC41/18 – Parish Council land in progress
OC76/18 – Project list in progress
OC110/18 – Confidential actioned



OC154/18 – Trewoon Wall. In progress
 OC180/18 – Purchase 2 sets of solar panels. On hold
 OC185/18 – Confidential in progress
 OC199/18 – Community Volunteer Award. Cancelled due to Covid 19
 OC205/18 – Confidential in progress
 OC60/19 – Sticker Car Park Traffic Parking Orders Consultation ends 13/10/2020.
 OC69/19 – Confidential
 OC74/19 – St Stephens Rd, speeding issues, in progress.
 OC90/19 – Confidential
 OC101/19 -Awaiting seat location from the family and Imerys permission.
 OC110/19 – Notice Board at Trelowth – in progress
 OC132/19 – Awaiting response from Highways re MA Grigg Ltd proposal
 OC163/19 – Awaiting delegation of other members when appropriate.
 OC172/19 – Clerk to report postage costs for Newsletter– not actioned.
 OC180/19 – Confidential – in progress
 OC192/19 – VE day clerk to report cancelled due to Covid 19
 OC200/19 – Confidential in progress
 OC217/19 – Digital mapping in progress
 OC240/19 – Parish Volunteer cancelled due to Covid 19
 OC241/19 – Waste Bin sited
 OC242/19 – Tour of Britain celebratory event in Trewoon cancelled due to Covid 19
 OC12/20- Volunteers in the Parish – Council to agree a date to agenda this item.
 OC28/20 – Cllr Wallis Tree survey
 OC31/20 – Climate Change Objectives – in progress
 OC33/20 – Review of Neighbourhood Plan in progress
 OC56/20 - Allotment Survey – completed by working party. In progress
 OC58/20 - Dog waste bin in Trewoon. Awaiting permissions from Highways.
 OC82/20 – Allotments in progress
 OC104/20 – Trewoon Littler Pick Equipment – to collect
 OC116/20 – Confidential matter
 OC138/20 – Confidential
 OC147/20 – Wildflower planting 2nd Phase – appointed contractor
 OC149/20 We're Watching You Dog Fouling Campaign posters and bin sticker. In consultation with residents who are aware of hotspots and will erect – in progress.
 OC153/20 – In progress
 OC168/20 – Picnic Benches ordered
 OC170/20 – Community Garden in progress
 OC171/20 – Trimming on St Stephens Rd not actioned.
 OC173/20 – Visit to resident when appropriate.
 OC175/20 – Pear in progress
 OC190/20 – Community Garden consultation extended – in progress.
 OC191/20 – Speeding Trewoon – in progress
 OC192/20 – Wildflower planting 2nd Phase completed.
 OC193/20 – Glass panel replacement panel in bus stop
 OC194/20 – Salt Bins in progress

Trewoon Play Area and Lower Sticker Playing Field

Metal detectorist leaving large holes in the Trewoon Play Area. Called maintenance man to fill. Image of offender received and resident email.

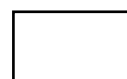
Lower Sticker holes were filled.

PSCO was notified and requested the council ring in if the person is on any of the Playing Fields

Note: No request has been made by any metal detectorist

Trelowth parking

Resident emails and photos of inconsiderate parking on a regular basis.



The clerk received apologies from the resident for the regular emails with photos of the inconsiderate street parking by other residents making it difficult to access properties who may need emergency services and general deliveries. The resident would like to express her thanks and appreciation to the Parish Council and one of the Cornwall Cllr candidates Mr Michael Bunney for listening to their plight. Michael Bunney was campaigning in the area and already familiar with the issues raised having attended parish council meetings. The resident confirmed to the clerk they all now have a clear understanding there are no powers to enforce and a possible solution in the future could be double yellow lines, working with Cornwall Council, Cornwall Cllr and St Mewan Parish Council.

Wildflower Planting

Signs have been erected by Cllr Wallis on the Phase 2 areas

Cllr Wallis confirmed Phase 2 of wildflower planting has been completed after the required ground preparation, however due to lack of rain, germination is slow taking place.

The Chairman advises members he had received a call from a resident in Trewoon complaining of litter on the wildflower patches. The resident also contacted the clerk and Cllr Mrs Padley. In the future of wildflower planting a litter pick could be organised.

NOTED.

OC219/20 Annual Internal Audit Report 2020/2021

It was

RESOLVED council **APPROVES** the independent internal audit report 2020/2021. Prop Cllr Kneller, sec Cllr Jannaway. Cllr Wallis thanks the clerk.

OC220/20 Asset Register year ending 2020/2021

It was

RESOLVED council **APPROVES** the Asset Register 2020/2021. Prop Cllr Mrs Padley, sec Cllr Holman.

OC221/20 External Audit - The Annual Governance Statement 2020/2021

It was

RESOLVED after consideration to approve the Annual Governance Statement 2020/2021 for signing and submission to PKF Littlejohns. Prop Cllr Mrs Tarbox, sec Cllr Mrs Padley. **Action: Clerk**

OC222/20 External Audit - The Annual Accountancy Statement 2020/2021

It was

RESOLVED to approve the Annual Accountancy Statement 2020/21 for signing and submission to PKF Littlejohns. Prop Cllr Kneller, sec Cllr Mrs Tarbox. **Action: Clerk**

OC223/20 S106 contribution from planning application PA19/06196, St Mewan Lane for off-site Public Open Space in Trewoon Recreational Ground

Wide range of discussion took place and members felt with the extended consultation comments there is still no clear steer on what residents really want. It could be difficult to cater for everyone's needs with the small amount of funding available. Most residents would like to see CCTV installed as an ancillary item.

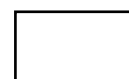
The clerk confirms there are five residents who have expressed an interest wanting to join a working party group to move the project forward. The clerk recommends delegated authority to two Cllrs to hold a working meeting reporting back to full council.

It was

RESOLVED Cllr Mrs Tarbox and Cllr Wallis are given delegated authority in conjunction with the clerk to hold a working party meeting with the residents who have emailed on the Community Garden proposal. Prop Cllr Kneller, sec Cllr Mrs Mitchell. **Action: Cllr Mrs Tarbox, Cllr Wallis, Clerk and voluntary residents**

OC224/20 Salt Bins

The clerk reported confirmation had been received from Highways to relocate the Salt Bin from Trelowth Rd to the concrete fenced area in Polyyear Close. This will go onto the Cornwall Council once a



year refill schedule. The resident in Polyear Close does not think the salt bin in Trelowth Rd should be relocated.

Cllr Holman who lives in Polyear Close and fell victim of the ice this year confirms the Trelowth Rd salt bin has never been used and it would be better served in Polyear Close.

A post went out on Facebook requesting if anyone could assist in clearing the salt from the bin and store until the bin was relocated. No progress has been made, therefore

It was

RESOLVED to **APPROVE** the associated expenditure in clearing the bin of salt, relocating the salt bin to Polyear Close. This will be carried out sometime during the summer. Prop Cllr Kneller, sec Cllrs Mrs Tarbox. **Action: Clerk**

OC225/20 Parish Council Insurance - Pre-Renewal Invitation (previously circulated)

It was

RESOLVED The Chairman, Cllr Wallis and the Clerk reviews the pre-renewal invitation. Prop Cllr Kneller, sec Cllr Mrs Padley. **Action: Cllr Kneller, Cllr Wallis and Clerk.**

OC226/20 Glass Bus Shelter at Griggs crossroads

Cllr Jannaway investigated an alternative material of partial aluminium or complete aluminium and the costs were more than £500, therefore.

It was

RESOLVED to replace with toughened glass as per quote presented at the 10th of March meeting. Prop Cllr Kneller, sec Cllr Holman. **Action: Clerk to instruct St Austell Glass.**

OC227/20 Solar Panels at Sticker Village Hall

Members received the report from Cornwall Energy. There has been a temporary repair carried out, however, to avoid further tripping issues the engineer has recommended some alternative solutions for an extended repair to avoid loss of tariff. The clerk confirms there has been a reduction of 50% of feed in tariff over 12 months.

It was **AGREED** Cllr Jannaway speaks with the engineer to obtain more detailed information on the best solution reporting back to Full Council. **Action: Cllr Jannaway.**

OC228/20 Mobile Food/Refreshment vans in Sticker Car Park

Whilst members feel it could prove beneficial there is also a risk attached to preparation of food and drink on privately owned land. One of the conditions in the draft Car Parking Order does not allow consumption or preparation of food etc. One of the mobile vans is already operating successfully outside Cube Garage in Fore Street.

It was

RESOLVED not to **APPROVE** the requests. Prop Cllr Kneller, sec Mrs Tarbox. **Action: Clerk to respond.**

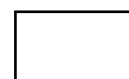
OC229/20 Book of Condolences

It was

RESOLVED to **APPROVE** expenditure for two books of condolences with Vision ICT. Prop Cllr Kneller, sec Cllr Holman. **Action: Clerk**

OC230/20 Parish Council Meetings for 2021/2022

The clerk circulated the email from CALC regarding the decision by the High Court ruling that no remote meetings will take place after the 7th of May 2021 and they must take place 'in person'. CALC will be looking at a scheme of delegation needed to cover councils in the short term if they are reluctant to return to regular physical meetings. The Chairman and the Clerk will undertake a risk assessment of Trewoon Village Hall in the first instance. **Action: Chairman and Clerk.**



OC231/20 Digital Mapping

No response has been forthcoming from either party; therefore, a letter is deemed necessary to both parties involved. Delegated authority to the Chairman and Clerk with information provided by Cllr Holman and Cllr Jannaway. Prop Cllr Mrs Tarbox, sec Cllr Mrs Padley. **Action: Chairman and Clerk.**

OC232/20 Polgooth Playing Field Trust

It was

RESOLVED to **APPROVE** the Annual Budget Grant of £2029. Prop Cllr Holman, sec Cllr Passmore.

OC233/20 Affiliation to Cornwall Association of Local Councils and Society of Local Council Clerks

It was

RESOLVED to **APPROVE** the annual affiliation as per budget for 2021/2022. CALC 1147.11 and the SLCC of 208.00 Prop Cllr Mrs Tarbox, sec Cllr Mrs Padley. **Action: Clerk**

OC234/20 Chairman's Allowance

It was

RESOLVED to **APPROVE** the Chairman's Allowance as per budget of 150.00 for 2021/2022 of £150.00. Prop Cllr Passmore, sec Cllr Mrs Tarbox.

OC235/20 St Mewan PC's Responsible Financial Officer

It was

RESOLVED to **RE-APPOINT** the Parish Clerk as the council's Responsible Financial Officer. Prop Cllr Kneller, sec Cllr Mrs Tarbox.

OC236/20 Council's Internal Auditor

It was

RESOLVED to **RE-APPOINT** Steve Hudson Accounting for the council's independent internal audit 2021/2022. Prop Cllr Kneller, sec Cllr Mrs Mitchell. **Action: Clerk**

OC237/20 Community Network meetings for St Austell & Mevagissey

It was

RESOLVED to **DEFER** this item until the Annual Council Meeting. Prop Cllr Kneller, sec Cllr Mrs Tarbox.

OC238/20 Climate Change Objective (Standing Agenda Item)

Cllr Holman (lead Cllr on Climate Change) expresses hopefully after the 17th May 2021 will be more productive with face to face meetings with volunteers.

OC239/20 Finance

It was

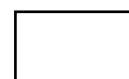
RESOLVED to **APPROVE** the retrospective 14th April 2021 pay schedule previously circulated and **AUTHORISE** two payments for BACS transfer and further **RESOLVED** to **APPROVE** Vodaphone and Google Direct Debits and To **APPROVE** BACS payment of Net Wages, Tax and NI on the 1st month. Prop Cllr Mrs Mitchell, sec Cllr Mrs Padley.

Income: 1304.09	Expenditure: 7256.87
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The bank balances inc petty cash as of 31st March 2021 were **NOTED**.

OC240/20 Members reports/feedback from training/workshops/meetings/external bodies/matters of interest in the parish.

- Cllr Padley – asks when the Zip Wire is being repaired as it is a popular piece of play equipment. The clerk will email Caloo again.

OC241/20 Correspondence received up to time of meeting.

Emails:

15th March

1. Volunteer Cornwall Covid 19 update
2. Weekly Planning & Decision Lists 11/3
3. NALC Online Events
4. Cornwall Food Alliance Survey
5. Town & Parish Council Covid 19 Update
6. Voluntary & Community Sector Covid 19 update
7. Hewaswater Action Group Newsletter
8. NALC Chief Executive Bulletin
9. VE Day preparation
10. The Rural Bulletin
11. NALC Bulletin
12. Volunteer Cornwall Covid 19 update
13. CALC Pre Election Presentation

17th March

14. Weekly Planning & Decision Lists 17/3

23rd March

15. NALC Bulletin
16. Devon & Cornwall Alert – Dogs attack Deer
17. NALC Chief Executive Bulletin
18. Cornwall AONB Farming, Nature and Sustainable Tourism
19. Church of England Questionnaire
20. Cornwall Council Keeping Cornwall Updated

25th March

21. Weekly Planning & Decision Lists 25/3

6th April

22. PKF Littlejohn External Audit Information

12th April

23. Community Led Housing Seminar
24. The Rural Bulletin 7/4
25. Community Network Meeting date and meeting notes
26. Highways Budget Scheme timetable schedule
27. Rural Services Network Bulletin
28. NALC online Events
29. Weekly Planning & Decision Lists 8/4
30. NALC Chief Executive Bulletin
31. Town and Parish Cornwall Council Newsletter
32. CC Voluntary and Community Sector Covid 19 update
33. CALC NACO brief on protocol

15th April

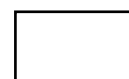
34. Weekly Planning & Decision List 15/4
35. Volunteer Cornwall Covid 19 Update
36. Citizens Advice Newsletter

19th April

37. Vision ICT
38. New G7 Website
39. NALC Chief Executive Bulletin
40. CC Keeping Cornwall updated

26th April

41. The Rural Bulletin 20/4
42. CC Wild/Pop up camping



- 43. Weekly Planning & Decision Lists 22/4
- 44. Town and Parish Council Newsletter 23/4
- 45. CC Voluntary and Community Sector Covid 19 update
- 46. NALC Chief Executive Bulletin

27th April

- 47. Rural Bulletin
- 48. NALC online Events
- 49. Election Staff required
- 50. Sustainable Food Survey

NOTED

OC242/20 Items for Next Agenda

None

OC243/20 Emergency Scheme of Delegation

There were no decisions taken after the 10th of March 2021.

OC244/20 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 Cllr Kneller, sec Cllr Mrs Tarbox.

Mrs Banbury, Mrs Landsdowne, Michael Bunney, Tom Maguire, and Mr John Richards exited.

The clerk locked the meeting.

There being no other business to be transacted the Chairman closed the meeting at 20.16 pm.

Signed:
Chairman of Full Council

Date:

Full Council Members

- Cllr Kneller (Chairman)
- Cllr Mrs Tarbox (Vice-Chair)
- Cllr Mrs Heyward
- Cllr Mrs Mitchell
- Cllr Mrs Ringrose
- Cllr Mrs Padley
- Cllr Jannaway
- Cllr Spencer
- Cllr Holman
- Cllr Wallis
- Cllr Passmore

