

ST MEWAN PARISH COUNCIL

Parish Clerk: Wendy Yelland (CiLCA)
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Ordinary Council Meeting Minutes – 19th May 2021 in Trewoon Village Hall

AC1/21 Election of Chair for 2021/2022

It was

RESOLVED Cllr Kneller be Elected Chairman for St Mewan Parish Council 2021/2022, prop Cllr Mrs Padley, sec Cllrs Mrs Tarbox.

AC2/21 Chairman Declaration Acceptance of Office

The Chairman will sign the Declaration of Acceptance of Office, clerk to witness.

The Chairman welcomes two new elected Cllrs Davis and Maguire and Cornwall Cllr Michael Bunney.

AC3/21 Persons Present/Apologies

Cllr Mrs Tarbox, Cllr Mrs Heyward, Cllr Mrs Mitchell, Cllr Mrs Padley, Cllr Davis, Cllr Holman, Cllr Kneller, Cllr Maguire, Cllr Spencer, Cllr Wallis

In attendance: Wendy Yelland – Parish Clerk

Public Present: Cornwall Cllr Michael Bunney

Apologies: Cllr Jannaway. Received and duly accepted.

AC4/21 Election of Vice- Chair for 2021/2022

It was

RESOLVED Cllr Mrs Tarbox be Elected Vice- Chairman for St Mewan Parish Council 2021/2022. Prop Cllr Kneller, sec Mrs Mitchell

AC5/21 Vice -Chair Declaration Acceptance of Office

The Vice -Chair will sign the Declaration of Acceptance of Office, clerk to witness.

AC6/21 Declarations of Interest from Members / Dispensations

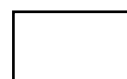
There were no Declarations of Interest.

AC7/21 Public Participation

There were no members of the public.

AC8/21 Cornwall Michael Bunney's Report

Thank you to the good people of St.Mewan and surrounding parishes for choosing me as your new Cornwall Councillor. I am delighted to be representing you and very honoured by the support I received. Well done to the other candidate Toni Dowrick, Toni ran a good campaign, she is also very passionate about our area and the result was close. Turnout was 49%, which is testament to the hard



work we both put in. I hope very much that Toni will be able to continue her excellent community efforts and I look forward to working closely with her in the future. Thank you to St.Mewan Parish councillors and your clerk, you do a fantastic job and I will work tirelessly to support you.

I will be working full-time as your Cornwall Councillor and have been busy in my first full week, dealing with casework and wider issues. I have delivered thank you/contact details posters to every shop and pub in the area and have been pleased many residents have contacted me. There are two key case work areas that I would like to share with the parish council. I joined John Kneller to meet residents at Glenleigh, to support them with some issues. I am happy to report this issue has been positively resolved for now and thanks to John Kneller for his support. I have contacted Steve Double MP and Cherilyn Mackrory MP regarding wider issues for parkhome residents and I am meeting with Cherilyn this week to discuss the national picture.

I have also met with a resident in Polgooth regarding concerns about disabled access to Polgooth Playing Field and I can update the playing fields committee in detail. I would be happy to help raise funds for improvements and to support the parish council in improvement plans. Much of the other case work is of a personal nature, from adult social care fees, to planning enforcement and housing difficulties. Where wider issues arise, I will always share this with the parish council, so we can work together to find solutions.

In my first week I have prioritised work on highways, as this was the key issue that came up in the campaign. At my request, we have now received the completed highways feasibility study for Trewoon and we met with council officers and the author on Tuesday 18th May to discuss how we can move forward. It is important that residents and the parish council are consulted fully and even more important that a scheme is delivered. My feeling is that average speed cameras are the best option, with additional highways measures for example for St.Mewan Lane, especially as a key route to school. However, I will represent the views of the community and believe strongly that public support will be critical. If we can raise funds to help match fund the council scheme, this may well quicken the delivery of a scheme and significant improvements for residents. I would like to ask please that Trewoon Highways is put on the next full parish council agenda, to consult further and update residents.

More widely, I am spending the first few weeks meeting residents and listening to views regarding the issues that require most urgent attention. Improving our roads, slowing traffic and stopping inappropriate developments are the issues that seem to be of most concern so far, but I am keen to hear as many views as possible. Please do get in touch. I will obviously be working for all residents, whether they voted or not.

To contact me, please

Tel 07939457590

Email cllr.michael.bunney@cornwall.gov.uk

I will also be running monthly councillor surgeries in every village, so please let me know if you would like to book an appointment. As the pandemic regulations gradually ease, I hope our community events will be able to restart and I look forward to supporting these events. The pandemic taught us how incredibly strong our communities are. As the help scheme coordinator for St.Ewe & Gorran, it was awe inspiring to rally so many volunteers and help so many friends and neighbours. We need to build on our community spirit and continue to look after each other. We all benefit, one and all, when we work together.

Please do not hesitate to contact me if I can help with any issues.

Oll an gwella (all the best in Cornish)

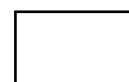
Michael Bunney

Tel 07939457590

Email cllr.michael.bunney@cornwall.gov.uk

AC9/21 Council Meeting: Minutes: 28th April 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. Prop Cllr Mrs Tarbox, sec Cllr Wallis. There were no matters arising from the Minutes.

AC10/21 Committee Meeting Minutes (prev circulated).

a) Planning – 5th May 2021

NOTED.

AC11/21 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

OC200/19 – Confidential in progress

OC217/19 – Digital mapping in progress

OC240/19 – Parish Volunteer cancelled due to Covid 19

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

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

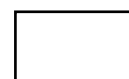
OC171/20 – Trimming on St Stephens Rd not actioned.

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
 OC221/20 – Governance Statement 2020/2021 sent to PKF Littlejohn
 OC222/20 – Accounting Statement 2020/2021 sent to PKF Littlejohn
 OC224/20 – Salt bin relocation not actioned
 OC225/20 – Insurance pre renewal invitation in progress
 OC226/20 – Bus stop renewal of glass not actioned.
 OC227/20 – Solar panels repairs – awaiting quotation.
 OC228/20 – Correspondence
 OC229/20 – Vision ICT not actioned.
 OC230/20- Risk Assessment at Trewoon Village Hall completed
 OC231/2 – Meeting scheduled

External Audit 2020/2021

Date of publication for Accounts and Notice of Public Rights is the 13th of May 2021. Published on website and notice boards.

Email: Trelowth layby parking

Resident emails and photos of inconsiderate parking on a regular basis. Contacted PCSO Julie Carpenter due to resident upset and distressed.

Email: Trewoon play park at Pyramid Close and under CC responsibility.

Residents upset and angry that the perimeter metal fencing has been removed and one piece of equipment without prior notification. A risk assessment would consider fencing to be an essential control measure to prevent, amongst others:

- a) Children accessing the road (the estate road and potentially the A3058)
- b) Vehicles entering the play area (deliberately or accidentally)
- c) Dogs entering and fouling the play area

The play area is surrounded by eight properties and with the recent trend in online shopping there has been a marked increase in the number of delivery vehicles. The resident has written to Steve Double MP; however, I understand he is unable to assist in the matter.

Email: Two Allotment requests

Email: Cornwall Council's New Website

CC Planning Department are encouraging parishes, town councils and NDP websites to host their own NDP documents and they will simply provide a link to the plan itself. As Planning Officers and staff of CC use the NDP as a resource determining planning applications a letter has been sent to Cornwall Cllr Oliver Monks (Portfolio Holder for Planning) requesting that all documents be re-instated.

Email: Trewoon

Request for No Parking signs on the grass verge 'off The Green' where the notice board and bench are sited.

NOTED.

AC12/21 Standing Orders

It was

RESOLVED to **ADOPT** the Standing Orders. Prop Cllr Kneller, sec Cllr Kneller, Cllr Holman.

AC13/21 Financial Regulations

a) It was

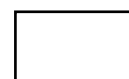
RESOLVED to **ADOPT** the Parish Council's Financial Regulations. Prop Cllr Kneller, sec Cllr Mrs Tarbox.

b) It was

RESOLVED to **APPROVE** the extended use of the Emergency Scheme of Delegation dated 23rd March 2020 Minute No: EX17/20. Prop Cllr Kneller, sec Cllr Wallis. Review September 2021.

AC14/21 Delegation Arrangements

It was



RESOLVED to **APPROVE** the Delegation Arrangements in line with Council's Standing Orders and Financial Regulations. Prop Cllr Kneller, sec Cllr Spencer.

AC15/21 General Power of Competence

It was

RESOLVED to **APPROVE** the continued use of the General Power of Competence having met the criteria of Cllrs elected and a qualified clerk. Prop Cllr Kneller, sec Cllr Mrs Tarbox.

AC16/21 Council Meetings 2021/2022

It was

RESOLVED to hold the Ordinary Council Meetings on the 2nd Wednesday of each month except for August. Prop Cllr Kneller, sec Cllr Mrs Tarbox.

AC17/21 Committee Meetings 2021/2022

It was

RESOLVED to schedule Committee meetings, as necessary. Prop Cllr Kneller, sec Cllr Mrs Tarbox.

AC18/21 Election of Committees 2021/2022

It was

RESOLVED to **APPROVE** the elected membership for 2021/2022 as follows: -

Finance, Staffing, General Purposes and Audit	Cllr Mrs Tarbox, Cllr Mrs Padley, Cllr Holman, Cllr Kneller
Planning	Cllr Heyward, Cllr Mrs Mitchell, Cllr Mrs Padley, Cllr Tarbox, Cllr Jannaway, Cllr Kneller, Cllr Wallis
Playing Fields	Cllr Mrs Padley, Cllr Mrs Mitchell, Cllr Mrs Tarbox, Cllr Davis, Cllr Maguire, Cllr Spencer (sub -Cllr Kneller)
Polgooth Playing Fields Trust	Cllr Mrs Padley, Cllr Mrs Mitchell, Cllr Mrs Tarbox, Cllr Davis, Cllr Maguire, Cllr Spencer (sub -Cllr Kneller)
Rights of Way	Cllr Mrs Mitchell, Cllr Mrs Padley, Cllr Holman, Cllr Jannaway, Cllr Spencer (sub- Cllr Wallis)

Prop Cllr Kneller, sec Cllr Mrs Tarbox

AC19/21 Planning Meetings

It was

RESOLVED to **APPROVE** the continued use of Emergency Scheme of Delegation as per guidance from CALC dated 2021. Prop Cllr Mrs Mitchell, sec Cllr Mrs Padley.

AC20/21 Officer Member Protocol

It was

RESOLVED to **RE-ADOPT** the Officer Member Protocol. Prop Cllr Kneller, sec Cllr Mrs Padley

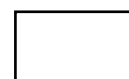
AC21/21 Covid 19 Risk Assessment for Trewoon Village Hall

It was

RESOLVED to **APPROVE** the Covid 19 Risk Assessment for Trewoon Village Hall. Prop Cllr Kneller, sec Cllr Mrs Tarbox. To **REVIEW** September 2021.

AC22/21 Covid 19 Social Distancing Code of Conduct

It was



RESOLVED to **ADOPT** Covid 19 Social Distancing Code of Conduct. Prop Cllr Kneller, sec Cllr Mrs Padley. To **REVIEW** September 2021.

AC23/21 Community Network Meetings for St Austell & Mevagissey

It was

RESOLVED to appoint Cllr Kneller, Cllr Holman, Cllr Wallis and the Parish clerk to attend the Community Network Meetings on a rotational basis with Cllr Kneller attending the AGM. Prop Cllr Kneller, sec Cllr Mrs Mitchell.

AC24/21 Parish Council Insurance - Pre-Renewal Invitation (previously circulated)

Cllr Kneller, Cllr Wallis and the clerk previously reviewed the annual insurance premium. To request confirmation from Came and Co that four items listed has the required level of insurance cover. The clerk is awaiting a response.

It was

RESOLVED to **APPROVE** the current Annual Renewal of 1274.80 2021/2022 as listed. Prop Cllr Kneller, sec Cllr Mrs Mitchell. **Action: Clerk.**

AC25/21 Solar Panels at Sticker Village Hall

It was

RESOLVED to **APPROVE** the repair quote of £550.00 inc vat as presented. Prop Cllr Mrs Padley, sec Cllr Wallis. **Action: Clerk**

AC26/21 Climate Change Objective (Standing Agenda Item)

Cllr Holman to list the parish council projects completed and future projects earmarked as they are encompassing the Climate Change Development Plan.

The Chairman and Clerk recently judged a 'Keep your Parks Tidy' poster competition at St Mewan School with entries of children ranging from Year 1 to Year 6. It was so difficult as they were all very good and three were finally chosen. A local business sponsor has kindly offered to print them.

Cllr Mrs Tarbox suggests St Mewan School may like to become involved in a competition for children to growing tree saplings for planting in the parish.

It was

RESOLVED the clerk writes to St Mewan School. Prop Cllrs Mrs Tarbox, sec Cllr Wallis. **Action: Clerk**

AC27/21 Finance

It was

RESOLVED To **APPROVE** the May 2021 pay schedule of payments as presented. Prop Cllr Kneller, sec Cllr Mrs Mitchell.

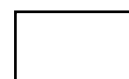
Income: 36675.37	Expenditure: 4155.50
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The clerk requires a third signatory holder. Cllr Kneller has agreed to contact Unity Bank to resolve log in issues.

The bank balances inc petty cash as at 30th April 2021 were **NOTED**

AC28/21 Members reports/feedback from training/workshops/meetings/external bodies/matters of interest in the parish

- Cllr Mrs Padley - attended the Cornwall Council Code of Conduct training and found the Social Media part of the conduct very interesting.
- Cllr Spencer -The Parish Council should look at employing a part-time maintenance man.
- Cllr Wallis – the footpath to the football field needs strimming and overhanging branches trimmed.
- Clerk – a tree inspection is required at the top of the link footpath from St Stephens Rd to Ashdown Close. Two Cllrs preferably to visit. Cllr Davis and Cllr Wallis have kindly volunteered. To circulate the Code of Conduct link again for members to attend as per council's standing orders



AC29/21 Correspondence received up to the time of meeting.

Emails:

6th May

1. Volunteer Cornwall Covid 19 update
2. CALC Brief on High Court Ruling
3. SLCC
4. Volunteer Cornwall
5. Weekly Planning & Decision Lists 29/4
6. Cornwall Food Action
7. NALC
8. Property Flood Resilience Workshop
9. The Rural Bulletin
10. NALC Star Council Awards
11. Weekly Planning & Decision Lists 6/4
12. Scribe May Newsletter
13. SLCC May Edition

17th May

14. Voluntary & Community Sector Covid 19 update
15. Fraud Protection Little Book of Scams and Offer of Free Presentation
16. CALC Guide – Return to Physical Meetings
17. Town & Parish Council Newsletter
18. NALC – Chief Executive Bulletin
19. Cornwall Council Keeping Cornwall Updated
20. NALC – Online Events
21. CC Code of Conduct Training
22. Came & Co – Webinar
23. Volunteers for mass vaccination sites
24. CALC Code of Conduct changes
25. NALC Newsletter
26. The Rural Bulletin
27. Volunteer Cornwall Covid 19 Update
28. Weekly Planning & Decision Lists 13/5
29. It's all Green – Project Highways Zero
30. Came & Co Newsletter
31. NALC Chief Executive's Bulletin
32. Cornwall Council Keeping Cornwall Updated
33. NALC Council Star Awards

NOTED**AC30/21 Items for Agenda**

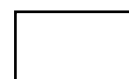
- Parish Council Action Plan
- Trewoon Highways – Cornwall Cllr Michael Bunney

AC31/21 Emergency Scheme of Delegation

Concrete bases for benches.

NOTED**AC32/21 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.



No confidential item.

There being no other business to be transacted the Chairman closed the meeting at 20.24 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 Padley
- CLlr Davis
- CLlr Holman
- CLlr Jannaway
- CLlr Maguire
- CLlr Spencer
- CLlr Wallis

