

## ST MEWAN PARISH COUNCIL

Parish Clerk: Wendy Yelland (CiLCA)  
The Garage  
The Chase, Sticker  
St Austell PL26 7HL  
Tele:07464350837

E: [clerk@stmewanparishcouncil.gov.uk](mailto:clerk@stmewanparishcouncil.gov.uk)

W: [www.stmewanparishcouncil.gov.uk](http://www.stmewanparishcouncil.gov.uk)

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### Ordinary Council Meeting Minutes – 9<sup>th</sup> June 2021 in Trewoon Village Hall

#### OC33/21 Persons Present/Apologies

Cllr Mrs Tarbox, Cllr Mrs Heyward, Cllr Mrs Mitchell, Cllr Mrs Padley, Cllr Holman, Cllr Maguire, Cllr Wallis

**In attendance:** Wendy Yelland – Parish Clerk

**Public Present:** Mrs Hambly, Mr & Mrs I Toogood Johnson, Cornwall Cllr Michael Bunney

The Vice- Chair Cllr Mrs Tarbox welcomed everyone.

**Apologies:** Cllr Davis, Cllr Jannaway, Cllr Kneller, Cllr Spencer. Received and duly accepted.

#### OC34/21 Declarations of Interest from Members/Dispensations

There were none.

#### OC35/21 Public Participation

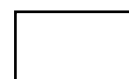
No members of the public wished to speak.

#### OC36/21 Cornwall Michael Bunney's Report.

##### OVERVIEW OF WORK

In my first month, I have been picking up lots of case work, from potholes to blocked drains; homelessness to vulnerable adults. This report is just a snapshot of the key issues, with a focus on Trewoon Highways as a key item. I will include one depth issue in my report every month, so we can discuss aspects of my work in detail. I am pleased so many residents are contacting me, and I have been able to always respond within 48 hours. I have met many residents in person or spoken to them on the phone, to fully understand the case work issues. Email and phone contact has also been extensive, and I have used the council "report it" tools and casework programme a lot, which is helpful. I have attended many compulsory induction trainings sessions. I am pleased I have been appointed to the Children & Families Scrutiny Committee, so my 23 years teaching experience and work with vulnerable families will be helpful at helping improve council services. The first scrutiny meeting is on Thursday and the first planning meeting is on Monday.

I have also prioritised work on planning and have been appointed to the Central Planning Committee, as this area of work concerns many residents. It is crucial to understand planning legislation, so I can help residents with reporting planning enforcement and with regards to planning applications. I have already reported a number of planning enforcement issues for residents, especially in Polgooth area and I am awaiting the investigation reports from the enforcement team. I will work closely with residents and the parish council, and I will ask for planning site meetings to improve scrutiny of applications and agreement



on conditions, as we did with the Polgooth Press application. I strongly feel any further large developments are likely to be inappropriate for St.Mewan Parish and I will work with residents to oppose these.

I have also focused my work on highways, as this was the key issue that came up in the campaign. I have toured all the parishes with the Highways network manager to report areas needing attention. I have added Sticker – Modus Lane- 5 Turnings circular as an area for resurfacing, as many residents have reported this to me, as so popular with walkers and riders. I have advertised the “report it” tool for potholes and toured the parish to report any areas residents have raised. I have been in regular contact with Network Rail regarding the night-time work on Trewoon Bridge, as residents were desperate for updates. Network Rail state this work is now complete and just materials need to be collected.

### TREWOON HIGHWAYS

At my request, we have now received the completed highways feasibility study for Trewoon, with traffic calming ideas. We met with council officers and the author on Tuesday 18th May to discuss how we can move forward. The length of Trewoon, danger of traffic and fact that the A3058 splits the village makes it a crucial priority for traffic calming. It is important that residents and the parish council are consulted fully and even more important that a scheme is delivered. The proposals include gateways, crossing points, pedestrian crossings, and other traffic calming measures. However, the feedback from residents so far is that average speed cameras are the preferred option. My feeling too 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. I have continued to contact Highways officers regarding the need to complete a further feasibility report on average speed cameras for Trewoon and have been forwarding reports I have received on speeding and the impact this has on residents' lives. The council policy on speed cameras is due to change in July, with a more favourable approach. We have been assured Trewoon will be assessed as a priority. It is very important that we all build the evidence and report every incident via 101 or the Devon & Cornwall police forms online especially. Following this next assessment, a formal public consultation would need to take place and any scheme would need to be included for the Network Highways budget, with schemes available to be considered from 2022 on.

Please can St.Mewan Parish Council write to the Highways Team and the Cabinet Member for Transport Cllr Philip Desmonde, to stress Trewoon should be considered and assessed for average speed cameras as a priority.

I would also respectfully suggest that the PC considers adding Trewoon Highways as an item on every parish council agenda.

### CONTACTING ME

I will be running monthly councillor surgeries in every village as soon as pandemic regulations ease. I am also happy to meet residents at a public space or in their garden. Alternatively, I always respond to emails within 48 hours or can be contacted on phone tel 07939457590. I don't check emails at weekends but am always contactable by phone in an emergency.

Oll an gwella (all the best in Cornish)

Michael Bunney

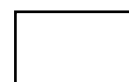
Tel 07939457590

Email [cllr.michael.bunney@cornwall.gov.uk](mailto:cllr.michael.bunney@cornwall.gov.uk)

### **OC37/21 Annual Council Meeting: Minutes: 19<sup>th</sup> May 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 Holman, sec Cllr Mrs Mitchell. There were no matters arising from the Minutes.



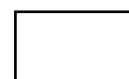
**OC38/21 Committee Meeting Minutes**

Discussion notes only, regarding applications taken under the Emergency Scheme of Delegation.

**NOTED.**

**OC39/21 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 lmerys 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 2<sup>nd</sup> 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 2<sup>nd</sup> 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  
 AC24/21 – Came and Co awaiting response.  
 AC25/21 – Instructed repair of Solar Panel Unit at Sticker Village Hall  
 AC26/21 – St Mewan School competition, not actioned.

Email: Trelowth layby parking

Resident emails and photos of inconsiderate parking on a regular basis. Meeting with PCSO, Cornwall Cllr Michael Bunney and Parish Council members after the 3<sup>rd</sup> June 2021.

Email – Allotment request

Hawkins Motors and St Mewan School - Keep Parks Litter Free poster competition.

Hawkins Motors kindly organised a poster competition with St Mewan School. The school invited the parish council to judge the pupil entries and Hawkins have printed 12 posters of the three chosen winners. Posters will be erected in the four playing fields in St Mewan Parish. Publicity to follow.

Network Rail

Trewoon notice board has still not been relocated, a repair is also required. As a temporary measure Sally Bourton from Trewoon Post Office is kindly putting council notices up in the PO window. The clerk is to send a photograph of the notice board, Network Rail will either repair or replace. There is no guarantee the board will be relocated.

Viridor waste management contract

Re-scheduled to monthly.

General strimming/tidying/maintenance of areas in the parish

Emailed schedule of works.

Emails - Resident requests for strimming

**NOTED.**

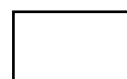
**OC40/21 Trewoon Highways A3058**

Update from Cornwall Cllr Michael Bunney.

Signed up for the 20's Plenty Scheme which is a campaign for a speed limit of 20mph to be normal on residential streets and in towns and village centres. He has stickers available for car windows or property windows.

Feasibility study for Trewoon carried out in 2019 can be considered by the Parish Council and is open to further ideas for member discussion.

Cornwall Cllr Michael Bunney has grave concerns with the serious impact speeding is having on Trewoon residents. The success of average speed cameras in Grampound has reduced speeding by 97%. He has recently been involved with a distressed and vulnerable resident where the constant speeding of traffic,



particularly at night is having a huge impact on his life so something really must be resolved for the wellbeing of the residents in Trewoon.

The next stage will be to decide whether to proceed with the small ideas proposed resulting from the feasibility study or await the report with the average speed cameras. To attend a meeting with Parish Cllr representatives, Cornwall Cllr Michael Bunney, and the Local Transport Safety Lead from Cornwall Council to further discuss enabling the parish council to make an informed decision. It is vital residents build up evidence of incidents to the online reporting at Devon and Cornwall Police and Highways.

Cllr Mrs Tarbox explained how she is part of the Community Speed watch Scheme, and it is difficult to obtain other sites to monitor as all sites must be risk assessed by Devon and Cornwall. A site nearer to Meadow Rise/Cooperage Rd could be beneficial. The clerk asked Cornwall Cllr Michael Bunney if he could contact Devon and Cornwall Police to try and obtain another site in Trewoon for the group. Cllr Mrs Tarbox explained they must also cover other areas outside their parish and the only one site risk assessed in the parish is outside the old Trewoon Social Club.

Cllr Wallis suggested whether a footbridge could be considered, Cllr Mrs Heyward explained how a footbridge takes up a huge footprint and not sure there is anywhere suitable in Trewoon.

It was

**PROPOSED** by Cllr Mrs Tarbox and seconded by Cllr Mrs Mitchell that Trewoon Highways A3058 is a standing agenda item.

Cllr Wallis thanks Cornwall Cllr Michael Bunney for his hard work on this priority item. All members agreed.

### **OC41/21 Action Plan 2021/2022**

The current Parish Council Action Plan Aims and Objectives last dated 2019/2020 was previously circulated. Additional items have been included and members discussed the content to prioritize for publication on the council website.

The clerk recommended a newsletter is produced which gives an opportunity to publish the Annual Parish Reports and the Annual Community Volunteer Recognition Awards from each of the three villages. The clerk to contact the sponsors reference the vouchers. The clerk hasn't obtained delivery costs from Royal Mail but expects it will be costly. Hopefully, the volunteers who carried out the Covid 19 leaflet drop may be able to assist with the newsletter drop in the designated areas. The clerk advises Cllr Wallis it is approximately 3 months to publish a newsletter and it may be just a 4 page. It was suggested publishing for November.

The clerk advises members the hours she needs to allocate either side of a full council meeting, committee meetings and working party meetings and there are projects still outstanding to be considered in the first instance.

The Wifi project for village halls is more complex and although St Marks Church Hall has given the permissions for installation it's how the council pay for it. Cllr Holman expressed if this is required as an example for September, research will need to commence now.

The clerk confirms to Cllr Wallis there is eleven requests for allotments mainly Trelowth, and what area of the parish do members want to look at first. There is a lot of work still to do. Wide range of discussion took place on whether it should be Sticker or Polgooth. The clerk recommends this is for further discussion as an agenda item.

Cllr Wallis suggests the planters wait until the gateways are installed.

There has been a very old item of play equipment removed at Polgooth and advises it can be a lengthy process on the purchase of new equipment and council may wish to engage with the community.

The clerk requested the old toilet block in Trewoon play area be painted.

Cllr Michael Bunney is also involved in speeding solutions.

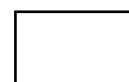
Employing a maintenance person is a July agenda item.

Cllr Spencer, Cllr Michael Bunney and Clerk to resolve suitable location for disabled access at Polgooth.

Cllr Bunney would like to become involved in the Tree Planting.

The clerk advises council the Enhanced Footpath Scheme requires immediate action as it is an opportunity for new signs and posts. Cllr Mrs Heyward, Cllr Tom Maguire, and Cllr Wallis will assist in the reporting.

The Clerk will email LMP schedule to members.



Cllr Mrs Tarbox expressed an interest on how the council could deliver affordable homes in the parish for local people which will remain to local people in the parish through resale and in perpetuity through a Community Land Trust. Cllr Michael Bunney explained how it works, and whilst it is an excellent way of providing actual affordable homes for local people, he wouldn't recommend the parish council as the only body involved. Wide range of discussion took place with members. He suggested if members are really interested, he will make contact with Cornwall Community Land Trust for a member to attend a parish council meeting and give an insight into the operation. Members agreed it would be worth investigating and exploring the potential and Cornwall Cllr Michael Bunney to contact him.

The main priority for working party groups is as follows: -

1. Sticker Car Park
2. Community Garden
3. Allotments

It was

**RESOLVED** to **APPROVE** the Parish Council's Action Plan Aims and Objectives for 2021/2022 as discussed.

Prop Cllr Mrs Mitchell, sec Cllr Wallis. **Action: Clerk to produce the final plan for publication.**

#### **OC42/21 Tree Report (prev circulated)**

a) Cllr Wallis reported that some tree works had already been carried out by a resident since the report. One trunk has got to be removed.

It was

**RESOLVED** the clerk instructs the tree surgeon to remove. Prop Cllr Mrs Tarbox, sec Cllr Wallis. **Action: Clerk**

b) It was **AGREED** Cllr and Clerk visit the resident's property as per correspondence received and report back to full council. **Action: Clerk to contact Cllr Davis.**

#### **OC43/21 Allotment Rules & Regulations (prev circulated)**

Members discussed the draft and

It was

**RESOLVED** to **ADOPT** the Allotment Rules & Regulations with changes to 2. 28 days payment. Prop Cllr Mrs Tarbox, sec Cllr Wallis. **Action: Clerk to publish**

#### **OC44/21 Climate Change Objective (Standing Agenda Item)**

It was

**RESOLVED** Cllr Holman attends the CC Climate Change working group 28<sup>th</sup> June 2021 via Teams and report council's activities. Prop Cllr Mr Tarbox, sec Cllr Mrs Padley.

#### **OC45/21 Cllr Training**

It was

**RESOLVED** to **APPROVE** the cost of £40.00 plus vat with CALC for Cllr Code of Conduct training. Prop Cllr Mrs Tarbox, sec Cllr Holman. **Action: Clerk has advised Cllrs of training date on the 21<sup>st</sup> of July**

#### **OC46/21 St Mewan Parish Council Code of Conduct 2021.**

It was

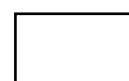
**RESOLVED** to **ADOPT** the Code of Conduct 2021 with the additional recommendations from CALC. Prop Cllrs Mrs Tarbox, sec Cllrs Mrs Mitchell. **Action: Clerk to circulate the new Code to Cllrs with the amendments.**

#### **OC47/21 Parish Council Bus Stop in Sticker**

a) It was

**RESOLVED** to reimburse Mrs Kenyon 9.50 for hanging basket plants. Prop Cllr Holman, sec Cllr Mrs Padley. **Action: Clerk**

b) It was



**RESOLVED** to pay for a rain pipe diverter to the down pipe for the water butt. Prop Cllrs Mrs Tarbox, sec Cllr Wallis. **Action: Clerk**

#### **OC48/21 Finance**

It was

**RESOLVED** To **APPROVE** the June 2021 pay schedule of payments as presented. Prop Cllr Wallis, sec Cllr Mrs Padley.

<b>Income:</b> 233.50	<b>Expenditure:</b> 14504.63
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The bank balances inc petty cash as at 31<sup>st</sup> May 2021 were **NOTED**.

#### **OC49/21 Members reports/feedback from training/workshops/meetings/external bodies/matters of interest in the parish.**

- Cllr Holman – Code of Conduct training and the social media content was very thought provoking.
- Cllr Mrs Padley – the footpath parallel with Sticker Open Space needs strimming. The clerk explained the delay in strimming.
- Cllr Mrs Tarbox – Having visited Mevagissey Community Centre with its wide range of facilities it would be a lovely thought if the parish of St Mewan could have something similar.
- Clerk – Thanks to Cornwall Cllr Michael Bunney for his support in dealing with items passed to him.

#### **OC50/21 Correspondence received up to the time of meeting.**

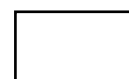
Emails:

24<sup>th</sup> May

1. NALC Newsletter
2. Keep Britain Tidy Campaign – 28<sup>th</sup> May -13<sup>th</sup> June
3. Weekly Planning & Decision Lists 20/5
4. Global Road Safety Week
5. Town and Parish Council Newsletter
6. Voluntary & Community Sector Covid 19 update
7. Nurse Care Plus at Home Services
8. NALC Chief Executive Bulletin
9. CC Keeping Cornwall Updated
10. Mick Howell Hewas Water
11. 20's Plenty for Cornwall

1<sup>st</sup> June

12. The Rural Bulletin
13. Th Big Lunch
14. Volunteer Cornwall Void 19
15. Weekly Planning & Decision Lists 27/5
16. St Austell & Mevagissey Community Network Annual Meeting
17. NALC Chief Executive Bulletin
18. Keeping Cornwall Updated
19. The Rural Network
20. Volunteer Cornwall – Volunteer Thank you
21. Rural Bulletin
22. NALC Newsletter
23. Community Rural Housing Association
24. Cornwall Council Town and Parish Council Newsletter
25. Cornwall Council Voluntary and Community Sector Covid 19 Update



- 26. Comms VSF Invite
- 9<sup>th</sup> June
- 27. Cornwall Tour of Britain Newsletter
- 28. Cornwall Council Keeping Cornwall Updated
- 29. The Rural Bulletin 8<sup>6</sup>
- 30. <sup>NALC</sup> Newsletter
- 31. St Austell & Mevagissey Community Network Panel AGM Report 10/6

**NOTED**

**OC51//21 Items for Agenda**

- 1. Maintenance person
- 2. Allotments

**OC52/21 Emergency Scheme of Delegation**

**NONE.**

**OC53/21 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 21.00 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

