



ST MEWAN PARISH COUNCIL

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Draft Minutes of the Ordinary Council Meeting held on the 12th of June 2024 commencing at 19.00pm in St Marks Church Hall

OC40 /24 Persons Present/Apologies

Present: Cllr Mrs Tarbox, Cllr Vine, Cllr Davis, Cllr Mrs Watts, Cllr Jannaway, Cllr Rees-Webb.

Present: Cornwall Cllr Bunney, Clerk & Deputy Clerk.

Apologies: Cllr Spencer, Cllr Mrs Heyward. Received and duly accepted.

OC41 /24 Declarations of Interest from Members/Dispensations

Cllr Davis declared an interest in Agenda Item 17 Grant for St Marks Church Hall.

OC42 24 Public Participation

No public present.

OC43/24 Cornwall Cllr Report

Written report circ. prior to the meeting.

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

Cllr Bunney stated a hustings had been organised for the Election to meet with local candidates, Key Theatre 6pm 17th June.

It was raised that the 20mph is only stickers no traffic calming, but another Village is having build outs as part of the scheme. Cllr Bunney stated if there is something else members require then to request it as part of this consultation. No 'A' roads are included in the 20mph scheme. On St Mewan Lane it was felt the 20mph needs extending as it is so close to the School. Cllr Tarbox asked if the HGV signs could be updated to the new visual signs.

OC44/24 Committee Meeting Minutes

a) Planning 5/6

NOTED

OC45/24 Annual Council Meeting Minutes: 8th May 2024

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. Inc Confidential minute. Prop Cllr Jannaway sec Cllr Davis



OC46/24 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

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

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.

OC122/23 A3058 Trewoon Bank. In progress. Mulch Mats Completed. Three more to purchase.

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

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. Ongoing.

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

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

OC244/24 Highways and Footpath Matters – Confirmed to Cornwall Council Sustainable Growth and Development Transport Coordination Services to support installation of an easier access to the bus stop at Edgumbe Rd Trewoon.

b) Application PA23/01949 Extension to Gypsy Site St Stephens Rd – REFUSED. Public pressure to reinstate entrance to footpath 11/1 for safer access. Clerk sent email to Cormac, Street works and CAT stating the Parish Council maintenance man will backfill to save time on a lengthy due process. This footpath is used by many



walkers and in particular as a 3-day event is coming up there will be a lot of footfall on this path as it is a link to Sticker AFC. CAT confirmed on the 18/4 they intend dealing with the matter as a matter of urgency.

OC245/24 Finance – Unity Trust Bank called Friday 12th April 24 and expressed they are no further forward with the software issue and other customers are experiencing the same problems. The complaint is upheld. Whilst Unity Trust Bank appreciates this is not acceptable, they still cannot give a timescale on when it will be resolved. The clerk understands they are not open for new applications. It was agreed with the Finance Committee members to mitigate any potential risk is to transfer a sum of money over to the CCLA Public Sector Deposit Fund, which is already open, (Investment Policy Intro 4 & Strategy 5) until another account can be considered. The current waiting time to open an account with an ordinary bank is approx. 12 weeks. The funds' Portfolio Credit Factor (PCF), which is a risk-weighted measure that considers the credit quality and maturity profile of the portfolio securities, met Fitch's 'AAmmf' rating criterion of 1.5 or less throughout the review period. CCLA only invest 10% into any one UK bank.

OC250/24 –Confidential Land updates. Actioned.

AC11/24 Internal Audit Report 31.03.24 published on website and notice boards

AC12/24 Annual Governance Statement 31.03.24 published on website and notice boards.

AC13/24 Annual Accounting Statement 31.03.24 published on website and notice boards

AC14/24 Ear Marked and Ring-Fenced Reserves. Completed

AC16/24 Climate Change. Actioned with Contractor

AC17/24 Trewoon Recreational Land top gate. Letter sent to resident. Updated Trewoon Village Hall

AC39/24 Confidential. Email sent.

Land Matter. Member researching reporting back to Full Council.

Sticker

Footpath 11/1 off St Stephens to Sticker AFC update. Countryside Access Team wrote to the landowner to request the route is reinstated and the Haras fencing removed. The landowner responded and confirmed they are waiting for the services to be installed on 16th May and they will carry out full reinstatement and remove the fencing following that. Re-instated and Herras fencing removed.

Yoga Sessions Monday evenings 18.00pm to 19.30pm in Lower Sticker Playing Field. PIL insurance received.

Charlestown Girls Football training sessions on Thursday evenings 18.00pm to 19.30pm in Lower Sticker Playing Field. PIL insurance received.

Sticker Village Association new newsletter. Advertised the PC monthly meetings.

Email responses to Secretary regarding grass cutting which will be carried out w/c 10th June, access codes and car park enforcement suspended.

Parking permits ongoing.

Resident – complaint regarding holes in Sticker Open Space (namely dog field) from allegedly dogs digging and owners not filling in the holes causing trip hazards. Caution signage ordered and erected at both entrances.

Resident – sent redacted information on V5 for parking permit which does not comply with the Parking Order. Repeated Emails received by clerk and deputy clerk on this matter. Email sent to homeowner that logs and flowerpots were situated in Lower Sticker Playing Fields outside property boundary from their garden and respectfully asked via letter that this was removed within 7 days. The Parish Council Maintenance Man removed after 7 days.

Concerns from Sticker Village Association of vehicle parked outside the main vehicular access gate. Emergency Access sign ordered and erected.

Suspended parking enforcement from the 15th of June to the 23rd of June for Community Event, Sticker Festweek.

Suspended parking enforcement for the 4th of July 24 Election Day.



Resident – Complaint regarding vehicle/s parking on St Stephens Rd and requesting double yellow lines. Responded confirming we have monitored vehicles parked on St Stephens Rd including some work vehicle/s and one does belong to people who live on St Stephen Rd, this includes some work vehicles on vehicle share. The PC are not qualified to deem St Stephens Rd dangerous.

Resident – Dog faeces not being picked up in Sticker Open Space (namely dog field) and dog excrement on Cotswold Close and Fore St. Longer grass makes dog faeces more difficult to sidestep.

Residents – speeding through Fore St, Hewaswater and Bypass early morning and late at night.

Resident – difficulty accessing bypass at Hewaswater junction due to vehicles not reducing their speed at the May & Son junction. Contacted Highways.

Resident – speeding from Fore St onto Truro Rd

Resident request to erect a Merlin Rally banner to go up on the outside wall of Sticker Car Park. Banners the same size as Sticker Vintage Rally and The Road Race. Permitted.

Polgooth

Resident/Committee member of Polgooth Village Hall – request to look at an alternative location for Polgooth Village Hall as there are concerns the hall is becoming unsustainable due to the age of the building which requires ongoing expenditure; lack of parking restricts hall hire which impacts income for required expenditure. Funds are low.

Polgooth and Community Garden Group- Wildflowers planted in The Goffin as per annual PC agreement with contractor. The group are upset that seeds and primroses have been destroyed. To ensure this does not happen in the future, there needs to be a council paper trail of the areas they wish to tend.

Trewoon

Resident – Gold Footpath 30/1 Overgrown public right of way. Advised first cut was due as per LMP agreement. Resident – via Cllr Bunney surgery Footpath 25/1. Footpath had been cut but some vegetation was left on a part of the footpath. Clerk requested PC volunteer to take photos. CAT confirmed the vegetation left was acceptable. MMan addressed this as a gesture.

Community Notice Boards for Trewoon. Advised resident the PC will consider material costs.

Charlestown Ladies Football training sessions on Wednesday evenings in Trewoon Recreational Land from the 22nd of May to 14th August. PIL insurance received

Resident complaint regarding top gate locked in Trewoon Recreational Land from Dog Walking Corridor. Emailed minute of May meeting.

Three complaints of dog faeces in Trewoon Children Play Area.

On site meetings with CCTV contractor due to issues with intermittent IP address changes. which resulted in buffering when viewing. Contacted Village Hall supplier of their CCTV to resolve.

Allotment holder – advised they were going to be away for 3 weeks, but a couple will be tending their plot in view of alleged trespassers in the Allotments as per comments on social media. Clerk has received no emails highlighting this.

Allotments – All vacant allotments have been taken at the start of 24/25. Site inspection carried out. Clerk to address the tenants regarding two plots which do not appear being cultivated



TTCF event day 26th May 24 – Clerk unlocked top gate from dog walking corridor to allow access for small pull trailer to come through. Maintenance man unlocked and relocked when event finished.

Messenger – Dogs loose in Trewoon Play Area.

Social Media post on behalf of St Mewan PC regarding complaints about St Mewan Churchyard confirming the Parish Council are not responsible for the Churchyard but the PC cut bi-weekly and twice yearly in the old churchyard.

General

Accounts and Notice of Public Rights & Summary of your Rights published on website and notice boards.

Annual Governance and Accounting Statement published on website and notice boards.

Resident from St Austell Town cannot obtain any communication from Highways regarding heavy vegetation growth from private properties and overgrown pavements from Edgecumbe Green to Trewoon. A promise from Highways of 6month intervals of cutting appears to have ceased. The resident is partially sighted and often walks to Trewoon and with a pushchair. Reported to Cllr Michael Bunney as there has been previous contact with him from the resident. Cllr Mrs Double confirmed to the resident there is no funding to carry out these works. The resident is really upset

Emailed received from Unity Trust Bank 4th June confirming there are still ongoing IT issues. May statement with a correct balance on General Fund was still unavailable as of 5th June.

Community Infrastructure Levy 23/24 report on council's income and expenditure submitted to Cornwall Council.

OC47/24 Climate Change Objective (Standing Agenda Item)

Working Party Group Meeting 7th June 2024 attended by Cllr Ms Watts and Deputy Clerk. Deputy Clerk circulated the briefing note with the responses submitted for 'ideas for The Goffin Enhancement'

a) To consider and resolve area/s that the Polgooth Garden and Community Club can caretake and plant in The Goffin.

It was

RESOLVED to permit the Polgooth Garden Club to caretake the area marked, and to monitor annually Prop Cllr Vine, sec Cllr Rees-Webb. **Action: Deputy Clerk**

b) Due to different methods/opinions on wildflower planting and maintenance on areas already identified to consider a presentation from wildflower experts for the 31st July meeting or when they can be available.

Current contractor agreement finishes this year so will need to re tender.

It was

RESOLVED to contact Stephanie Knights from NW Flower Centre at Eden, 3 Bays Wildlife, and Cornwall Wildlife Trust to invite Glenn Humphries & Mark Andrew.

Prop Cllr Vine, sec Cllr Mrs Tarbox. **Action: Clerk and Deputy Clerk**

c) Delegated authority for the Clerk and Deputy Clerk to identify more posts that require renewal on The Goffin fencing and the handrail installation.

It was

RESOLVED to delegate renewal and installation as above and use CIL funding.

Prop Cllr Mrs Tarbox, sec Cllr Vine. **Action: Clerk and Deputy Clerk**



d) To consider all responses from The Goffin consultation.

Briefing note circulated.

It was

RESOLVED to support the possibility for a new Village Hall on The Goffin, and support a land swap. To go back to the Village Hall Committee to let them know the results and see if they have the enthusiasm to lead the project. Next meeting 15th July 2024 7.30pm.

Prop Cllr Vine, sec Cllr Mrs Watts. **Action: Deputy Clerk to attend Village Hall meeting with Cllr Debbie Watts.** Cllr Vine will be in attendance as the Parish Representative

OC48/24 Barry West Local Historian

Members considered a donation towards the memorial at Tregongeeves Land.

Mr West explained the Memorial will be slate and will have an inscription to Loveday Hambly and George Fox, he also stated he had nearly completed his book. He has visited places throughout England associated to Georgae Fox, whose message was everyone is equal. He has also carried out a lot of research on Tregongeeves. He is asking for support for his project, which is mainly self-funded. He stated we could either give a donation, support by purchasing books or support morally.

Cllr Vine queried whether the land was preserved from development; Mr West stated if the land was developed the monument is removable so could be relocated.

Cllr Davis felt a donation towards the monument.

It was

RESOLVED to donate £500 from Community Benefit Fund. Prop Cllr Davis, sec Cllr Jannaway.

Looking to unveil Saturday 13th July, books hopefully out 1st week of July.

Mr West thanked for attending.

OC49/24 Financial Regulations 2024 (review and re-write by the National Association of Local Councils)

It was

RESOLVED to **ADOPT** the reviewed and rewritten Financial Regulations 2024. Prop Cllr Mrs Tarbox, sec Cllr Vine.

OC50/24 Safeguarding Policy

It was

RESOLVED to **ADOPT** the aforementioned policy. Prop Cllr Mrs Tarbox, sec Cllr Ms Watts.

OC51/24 Action Plan 24/25

Members considered the additions

It was

RESOLVED to update the Action Plan and **ADOPT** the Action Plan 24/25 and to review September, Prop Cllr Mrs Tarbox, sec Cllr Jannaway.

OC52/24 20mph Phase 3 Stakeholder Meeting for St Austell & Mevagissey Network

Cllr Vine and Clerk reported back from the meeting. This was covered earlier, main issues are St Mewan Lane and the National Speed Limit, also Truro Road. Cornwall Council did say they would carry out some speed data. Cllr Mrs Tarbox stated that the first area of St Mewan Lane from the A3058 has too many parked cars, so makes it difficult for drivers to pull in. To re-agenda for July agenda for a formal response.

Cllr Vine stated they did discuss the 40mph past the school, and it was requested if this could be 30mph and 20 mph at school times as Grampound School & Lostwithiel School already have this implemented and they are on the same road.



OC53/24 Trewoon Recreational Land/Community Garden

- a) To report back on-site visit. **RESOLVE** how best to proceed.

Cllr Vine has visited the site, he felt it wasn't practical to put a path on the inside of the hedge in the field. He felt the lane was a suitable walkway.

It was

RESOLVED to carry out a land registry search to find out who owns the lane and right of access. To bring back to July meeting.

Prop Cllr Vine sec Cllr Mrs Tarbox. **Action: Deputy Clerk**

- b) Developer requests permission to remove wire fencing at the rear of the Community Garden and replace with a blockwork wall and 1.8m high fence to divide garden and new houses.

It was

RESOLVED to support the idea of a blockwork wall, and Cllr Davis to meet with developer

Prop Cllr Davis sec Cllr Mrs Tarbox. **Action: Clerk/Deputy Clerk and Cllr Davis.**

- c) The Cornwall Bicycle Project CIC – Outreach service for 2.5 yrs old up to 5years for Balanceability Skills. To **CONSIDER** Community Benefit Funding for sessions at £25/hr qualified coaching. Cornwall Bicycle Project to manage and advertise.
Cllr Rees-Webb stated he had attended some of the classes, and it is a very good class, they do bike skills for St Mewan School, also hire out bikes. He felt events were well run.

It was

RESOLVED to approve 1 hour a week up to September meeting from Community Benefit Fund, and review at this meeting, on a Saturday morning. To request feedback on numbers, and to ensure residents are aware it is funded by Parish Council. The Clerk confirmed that Cornwall Bicycle Project would manage the numbers they can take in a class, and they will promote the activity. Parish Council will share their post.

Prop Cllr Mrs Tarbox sec Cllr Rees-Webb. **Action: Clerk/Deputy Clerk**

OC54/24 Polgooth Village Hall

It was

RESOLVED to pay for cleaning of the solar panels and to arrange regular cleaning and Parish Council will take responsibility for them. Also, suggest Polgooth Village Hall applies for grant, with an additional quote for all the work, the Parish Council will be supportive.

Prop Cllr Rees-Webb sec Cllr Davis.

OC55/24 Highways and Footpath Matters

None.

OC56/24 Grants/Donations

Members considered a grant request of £750.00 (50% of quotation) for Tree Works behind St Marks Church Hall.

It was

RESOLVED to grant an award of £750 from Community Benefit Fund Prop Cllr Mrs Tarbox, sec Cllr Rees-Webb.



OC57/24 Finance

It was

RESOLVED to **APPROVE** the June 2024, pay schedule of payments as presented and ratify payment to Wisdom Signs. Prop Cllr Mrs Tarbox, sec Cllr Vine.

Income: 1395.54	Expenditure: 9443.22
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The bank balances inc petty cash as of the 31st of May 2024 were **NOTED**

OC58/24 Members reports/feedback from training/workshops/meetings/external bodies/matters of interest in the parish.

Cllr Vine thanked the Clerk for Facebook responses.

Cllr Watts stated there was a well done to Clerk regarding turn around on permits.

Clerk and Deputy Clerk attended Cornwall Council Finance meeting. 19 second homes in Parish.

Clerk – Thank you to Cllr Rees-Webb for gifting a pair of gold plated ribbon cutting scissors for Parish ceremonies

OC59/24 Correspondence received up to the time of meeting.

Emails:

13th May

1. Rural Funding Digest
2. April Parking Enforcement
3. Keeping Cornwall updated

14th May

4. Weekly Planning Decision List 8/5
5. Letter of final outcome of Trewhiddle Pedestrian Refuge
6. Visit Cornwall – Event listing
7. Rural Bulletin

20th May

8. Keeping Cornwall updated
9. Trewoon resident – circulated with response.
10. Weekly Planning List 15/5
11. Affordable Housing Newsletter

24th May

12. Rural Bulletin
13. Safety of Lithium Batteries
14. Weekly Planning Decision List 15/5
15. Citizens Advice Annual Support Stats

30th May

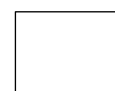
16. NALC newsletter

31st May

17. NALC update
18. Town & Parish Council bulletin

3rd June

19. Keeping Cornwall updated
20. Cornwall National Landscape –Royal Cornwall Show
21. Weekly Planning List 22/5
22. Rural Bulletin 29/5



- 23. Weekly Planning Decision List 22/5
- 24. Local Council training session 13th June – Postponed
- 25. Response from Democratic Services

4th June

- 26. Rural Bulletin 4/6
- 27. CAPS – Grant Information to help workplaces fund green travel measures

5th June

- 28. Weekly Planning Decision List 29/5
- 29. Weekly Planning List 5/6
- 30. Cornwall Council's Budget Briefing Slide Presentation 3/6

7th June

- 31. Volunteer Cornwall Newsletter

10th June

- 32. Keeping Cornwall updated
- 33. Prior notice for proposed temporary recreational campsite (60days)
- 34. Mid Cornwall Climate and Eco Hub Newsletter
- 35. Cornwall Council General Election 2024

11th June

- 36. Outside Consultant – Introducing new Road Safety Partnership Evenbrite Events
- 37. Rural Bulletin 11/6

12th June

- 38. Weekly Planning List 5/6

Invitations: –

- 39. Local Council Planning Training via Teams 13th June 16.00pm to 17.30pm
- 40. Budget update briefing
- 41. Mayor Making Ceremony 12th June 24
- 42. CALC Calendar of Out and About open surgeries
- 43. Listening to Residents Linda Taylor Leader of the Council- Cancelled
- 44. Cornwall Council Planning and Development for Business 11/7

OC60/24 Items for Agenda

20mph

Trewoon footpath.

OC61/24 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.

No public present.

Confidential Minute filed under OC62/24

There being no further business to be transacted the meeting closed at 9.15pm

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

