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ST MEWAN PARISH COUNCIL

Parish Clerk: Wendy Yelland (CiLCA)

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Draft Minutes of the Ordinary Council Meeting held on the 11th June 2025 commencing at 19.00 in St Marks Church Hall

Present: Cllr Vine (Chair), Cllr Holman (Vice-Chair), Cllr Mrs Tarbox Cllr Ms Watts, Cllr Mrs Heyward, Cllr Spencer, Cllr Richards, Cllr Rees-Webb

In attendance: : Wendy Yelland – Parish Clerk

Public Present: Mr Tolliday, Cornwall Cllr Julie Cunningham

OC36/25 Apologies

Cllr Davis, Cllr Richards. Received and duly accepted.

OC37/25 Declarations of Interest from Members/Dispensations

Cllr Vine – Agenda Item 13a

OC38/25 To Co-opt Parish Councillors/s to fill a casual vacancy

Members received application previously circulated.

The clerk mistakenly sent the applicant the Planning Agenda.

To invite to the next meeting.

OC39/25 Public Participation

Mr Tolliday – Disappointed he has received no update from Countryside Access Team on Footpath 4/1. Email sent on the 7th of April 25 with just an acknowledgement. He understands they are short staffed.

The clerk can update on agenda item Highways and Footpaths.

Cornwall Cllr Julie Cunningham – Still in training until 31st July 25. Intends to do her best for Cornwall and looking forward to working with St Mewan Parish Council.

OC40/25 Cornwall Cllr Report – Cllr Julie Cunningham

Clerk redacted name due to GDPR.

- Sat with resident and discussed issues with trees
- APP/D0840/C/23/3323634

Land known as Hill Top, St Mewan PL26 7DT

This appeal has been dismissed.

The 2 jack leg cabins Mobiles must be removed all electrical cabling, water pipes, septic tanks and chickens or livestock. The occupant has 12 months to comply.

- PA 23/09322

APP/D0840/W/25/3361454

Land at West of Glenleigh Park, Sticker PL26 7JB



Application has been refused 30th September 2024.
I received the email regarding this on the 29th of May 2025.

OC41/25 Annual Council Meeting Minutes: 14th May 2025

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. Including Confidential Minutes. Prop Cllr Miss Watts , sec Cllr Mrs Tarbox.

OC42/25 Committee Meeting Minutes

Planning 12/3 and 9/4

NOTED

OC43/25 Clerk's Report

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.

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.

OC190/23 Winter Maintenance in Parish.

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.

C98/23 Polgooth Parking issues outside Stores and Post Office and Village Hall. Highways Expression of Interest withdrawn. Awaiting PO to submit proposals.

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.

OC180/24 Tree works in the Parish. Instructed.

OC190/24 Confidential. In progress

OC202 /24 Parish Planting. Polgooth area deferred.

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

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

OC250/24 –Confidential Land updates. Actioned.

AC39/24 Confidential. Email sent.

Land Matter. Member researching reporting back to Full Council.

OC51/24 Action Plan 25/26– to update

OC93/24 Climate Change Objective (Standing Agenda Item) Hydrangeas in progress

OC140/24 Trewoon Play Area re surfacing – in progress

OC141/24 Polgooth Village Hall Weed Control – delegated authority and actioned. Email confirmation from Polgooth Village Hall Committee for PC to caretake and treat Japanese Knotweed – Completed

OC142/24 Water Leak. In progress. To schedule site visit with tenant and contractor who has been contacted.

OC143/24 Highways and Footpath Matters – Footpath reinstatement requested to ROW. One resident has since sent email re the footpath who disputes the original path showing on D Map and wanted a site meeting. Clerk and Cllr Spencer were prepared to meet him on Saturday 30th November, however the resident was unable to make the date. No visit has been rescheduled. Agenda item Feb 25. Met with resident

OC159/24 Climate Change Objective (Standing Agenda Item) Actioned – to remain with wood. In progress

OC162/24 Polgooth Play Area. Actioned.

OC164/24 Trewoon Recreation Ground– Embankment Slide steps and handrail. Awaiting contractor to revisit. December meeting.

OC165/24 Highways and Footpath Matters. PROW in progress



OC166/24 Grants/Donations. Awaiting more detail from Chair of Trewoon Village Hall
 OC184/25 Annual Play Inspections 25/26- Completed
 OC200/25 Climate Change Objective
 a) Verges – instruct to cut. Cutting end of May/June
 b) Bench donation for The Goffin. In progress. Still not complete
 OC201/25 Kissing gates Trewoon Recreation Ground – in progress. Cllr Vine/Clerk and Deputy Clerk
 OC202/25 Highways and Footpaths Matters – update from Cllr Spencer 4/1. May agenda
 OC203/25 Trewoon Bus Stop – Completed
 OC204/25 Rospa Operational Training – Booked November 25
 OC205/25 Sticker Open Space (namely the Dog Field).In progress
 OC206/25 Annual review on 'No Mow May' – advised contractor
 OC213/25- Confidential Minute. Actioned
 OC221/25 Kissing gates Trewoon Recreation Ground – Cllr Vine, Clerk/Deputy Clerk
 OC222/25 Allotments – Regulations for Keeping Chickens. May agenda to approve policy – Completed
 OC223/25 Highways and Footpaths Matters – May agenda item
 OC232/25 Confidential Minute– May agenda item
 AC12/25 External Audit – The Annual Governance Statement 2024/2025 – Submitted to BDO
 AC13/25 External Audit – The Annual Accountancy Statement 2024/2025 – Submitted to BDO
 AC23/25 Council Meetings 2025/2026 – emailed Trewoon Village Hall to agenda item
 AC28/25 Husbandry Policy – Tenant signed agreement
 AC35/25 – Legals actioned

Sticker

Ongoing issuing of car park permits

Resident called 10/6 at 17.00pm as they are attending an evening function at Sticker Village Hall on the 10/6 but was informed the hall had no permits left to give out to people attending a function. The hall has applied for more. Checked with deputy clerk and an email came through at on 10/6 at 14.48pm. Agenda the item at a future meeting for council to consider more permits.

Two lots of fly tipping again outside Sticker Activity Park

Resident/s signposted to Cornwall Council 'Report it' with evidence of continual crowing of Roosters, kept at the Hewas Inn Pub. Unacceptable start times as early as 04.45am and with minimal break periods throughout the day and evening.

Resident/s concerns of vermin with clear visibility of a sudden appearance of a rat/run at property

Parent of child concerned if the Parish Council uses weed killer or chemicals in Sticker Activity Park as her son always has an allergic reaction when he plays there. Confirmed the PC have no need to use such chemicals or weedkiller and suggested it could be environmental factors of pollen or freshly cut grass.

Email sent to Cllr Tarbox re speeding through Hewaswater. Clerk responded and will update on June agenda item under Highways.

Resident. Damage to car windscreen parked on their drive and alleged this was shattered the hedge cutting. The clerk confirmed it was not the Parish Council. Sub-contractors, on behalf of Cormac, carried out hedge cutting on Trelowth Rd the evening before. Clerk spoke to Highways who gave the signpost email for the resident to make contact.

Polgooth

Resident concerns with overgrown hedgerows and potential impediment of high branches on fibreoptic overhead lines on the unadopted link path between Fore St and Woodgrove Park. MM checking and will trim back hedgerows as a gesture and report back on overhead vegetation.



Resident concerns over concrete gulley not removed on 15/1. Clerk has requested update from CAT and hopefully can report at June agenda item.

Resident complaint of obstruction caused by overgrown trees from neighbouring property onto unadopted access Rd. Resident was hoping for contact from Cornwall Cllr Julie Cunningham. The Clerk emailed Cllr Cunningham to call the resident.

Trewoon

Daytime image but sent through to the clerk's personal phone at 00.03 of Trewoon Climbing Frame which was taped off. Resident concerned of tape draped. MM has now erected Heras fencing around the equipment.

Allotment tenant concerns of weeds encroaching their plots. Images sent to Clerk. To arrange a site inspection.
NOTED

OC44/25 Climate Change Objective (Standing Agenda Item)

Nothing to report

OC45/25 Trewoon Play Area Climbing Frame

- a) Members received the annual report on the aforementioned and

It was

RESOLVED to **REPLACE** the Hags Climbing Frame. Prop Cllr Spencer, sec Cllr Rees – Webb. **Action: Deputy Clerk**

- b) Members received three quotations and

It was

RESOLVED to appoint Caloo as the preferred contractor being the most competitive at £21594.00 with the added benefit knowing the site as they installed the playing field project equipment in 2017. Prop Cllr Rees – Webb, sec Cllr Mrs Tarbox. **Action: Deputy Clerk**

- c) It was

RESOLVED to try for a grant from the National Lottery in the first instance, but if unsuccessful

- d) It was

RESOLVED to use part of the 16370 Ear Marked Reserve and further **RESOLVED**

to use the 6157.75 in the Ear Marked Reserve Trewoon Support Fund as identified in the legal document for Trewoon play equipment. Note: PWL will still be completed in December 2027. Prop Cllr Rees– Webb, sec Cllr Spencer

- e) It was

RESOLVED any associated expenditure necessary is funded by the Community Benefit Fund. Prop Cllr Holman, sec Cllr Spencer

OC46/25 Tender Documents 26/27

Members discussed how the tender/s should be drawn up including the publication expenditures for the Playing Fields, Open Spaces, Verges and Gold Footpaths/Bridleways and Stiles.

Wide range of discussion took place and Cllr Spencer stressed that 'No Mow May' causes problems for all contractors and to combine with local event timings as weather plays an important part in any schedule and if the contractor does not have the capacity for additional work, it can cause further problems. Cllr Spencer feels Sticker Open Space and The Goffin could remain as No Mow May. The clerk suggested to consider tender for regular grass cutting every 3 weeks with additional cuts on the 5th week if needed due to rapid growth. This will give some flexibility and keep the playing fields tidy.

It was

RESOLVED the Clerk draws up a tender for Playing Fields, Open Spaces and Cemetery and to include No Mow May for the Open Spaces only and a separate tender for Footpaths and Verges. To publish in two local papers, Website and Facebook. Prop Cllr Vine, sec Cllr Holman. **Action: Clerk**

OC47/25 Playing Fields

- a) Cllr Spencer reported on site visit of Playing Fields in May and it was agreed with the Clerk that the fields cannot



wait for a cut w/c the 9th of June. The clerk confirmed although the contractor cut on the 30th of April, he could not offer a cut w/e 2nd June, therefore it was agreed to contact another contractor to cut as soon as possible.

b) It was

RESOLVED to **APPROVE** the additional cut expenditure necessary with the other contractor who was willing to come in at short notice. Note: The Clerk advised the current contractor of the decision that had to be made.

Prop Cllr Spencer, sec Cllr Rees- Webb. **Action: Clerk**

c) Urgent PF business. The clerk circulated the images of the Buddy Swing structure which broke and collapsed due to the top timbers being rotten, despite this only being renewed 4 years ago. The clerk obtained 3 quotes which was previously circulated to members to consider renewal of the Buddy Swing and members agreed it was important to review the old equipment which was not necessary at the time to renew in the playing field project.

It was

RESOLVED to **APPOINT** Caloo as the preferred contractor being the most competitive with expenditure of £6300.91 from the Community Benefit Fund and the remainder of £353.09 from the Playing Field Ear Marked Reserve. Prop Cllr Mrs Tarbox, sec Cllr Spencer. **Action: Deputy Clerk**

OC48/25 Grants and Donations up to time of meeting

Cllr Vine exited the meeting.

Vice Chair Cllr Holman opened the discussion.

a) Wide range of discussion took place and whilst it was felt the event is well attended and for charity the amount request is repetitive for the initial startup request of £2000. The clerk confirmed to members that Sticker Rally do publish that St Mewan PC generously donates towards their event. Members discussed a grant request for £2000.

It was

RESOLVED to award a grant from the Community Benefit Fund of £1000.00 Prop Cllr Rees - Webb, sec Cllr Spencer. **Action: Clerk**

Cllr Vine re-entered the meeting

b) Members considered a grant request of £250.00 for first aid training from Sticker AFC.

It was

RESOLVED to award £250.00 from the Budget Expenditure. Prop Cllr Holman, sec Cllr Mr Tarbox. **Action: Clerk**

OC49/25 Highways and Footpath Matters

Footpath 15/1 - The Countryside Access Team have confirmed the concrete gully has now been removed by the landowner. A walker had highlighted that the gully had not been removed the first time as notified. The CAT have agreed with the landowner they will bear the expense of re-diverting his water run off onto other land which will dissipate into the ground. They have also confirmed they will attend to the natural gully formed in the path. All this should help the water driven down to The Meadows in Polgooth; however, it will be at the expense of the property owners in the close to renew the drains which have possibly collapsed as this is an unadopted road. Mr Tolliday said the natural gully is caused by horse riders and this needs to be stopped. Members requested the PC emails the CAT. **Action: Clerk**

Footpath 4/1 - The CAT confirmed with the Clerk this path is quite complicated to deal with all the issues surrounding the properties and will take some considerable time to resolve. The Deputy Clerk has reported this path to The Ramblers and the Open Spaces Society. **Action: Deputy Clerk**

Resident email to Cllr Mrs Tarbox forwarded to the Clerk re speeding from the 30mph zone down the Hewaswater dip informing that sadly their cat has been killed. Resident/s are always reporting excess speeding and particularly at night. The Parish Council highlighted this to Cornwall Council pre-June 24 when on a Teams meeting they wanted to advise the PC of the locations on the roll out of the 20mph. There was no justification to reduce the speed limit in Hewaswater due to good visibility and road width. The clerk has requested to Highways if speed monitoring can be carried out. Awaiting response from Highways. Members agreed.



Cllr Spencer requested that the speed devices on St Stephens Rd needs changing to 20pmh.

OC50/25 Responsible Financial Officer of the Parish Council

It was

RESOLVED to **APPOINT** the clerk Mrs W Yelland as the Responsible Financial Officer of St Mewan Parish Council under the Local Government Act 1972 Section 151. Prop Cllr Vine, sec Cllr Rees-Webb.

OC51/25 Finance

It was

RESOLVED to **APPROVE** the June 2025, pay schedule of payments as presented. Prop Cllr Mrs Tarbox, sec Cllr Holman.

Income: 596.73	Expenditure: 18309.23
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Members received the May 25 bank reconciliation, and the balances were **NOTED**

OC52/25 Members reports/feedback from training/workshops/meetings/external bodies/matters of interest in the parish

- Cllr Spencer – the U hoop has been removed at the entrance to the footpath from Trelowth Rd to the Playing Fields. To look at replacing to stop access to motorbikes etc.
Cllr Spencer has obtained one quote for the fencing at Sticker Open Space and will forward to Clerk. To obtain another two quotes.
Sad passing of Jeff Blake one of Trewoon's stalwarts of the community who gave his time voluntary to Trewoon Chapel, Chair of Trewoon Village Hall and was a St Mewan Parish Councillor and Chair for many years. He will be sorely missed in the village of Trewoon. Funeral is the 2nd July 25.

OC53/25 Correspondence received up to the time of meeting.

9th June

1. Affordable Housing Newsletter
2. Keeping Cornwall updated 16/5
3. Clean Cornwall Newsletter CRCC
4. Weekly Planning Decisions 14/5
5. RSN Weekly News
6. Keeping Cornwall updated 23/5
7. Weekly Planning Applications 28/5
8. RSN Weekly News
9. Open Spaces – A win for Dartmoor
10. Cornwall together – NHS
11. Keeping Cornwall updated
12. Weekly Planning Decisions 28/5
13. Volunteer Cornwall June Newsletter
14. RSN Weekly News
15. Town & Parish Council Newsletter
16. Keeping Cornwall updated

10th June

17. CALC Training Calendar

11th June

18. Weekly Planning Decisions 4/6
19. RSN Weekly News
20. Weekly Planning List 11/6
21. CC Town & Regeneration & Investment Programme Information

NOTED



OC54/25 Items for Agenda

1. U Hoop
2. Fence quotes for Sticker Open Space
3. To invite Mr Mclening to the next meeting.

The Clerk advises council if time allows on gaining quotes due to the Deputy Clerk now on ad hoc hours.

OC55/25 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 Vine, sec Cllr Mrs Tarbox.

Confidential Minute filed under PC56/25

There being no further business to be transacted the meeting closed at 20.35pm

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

Chair of Full Council

Council Members

Cllr Vine – Chair
Cllr Holman – Vice Chair
Cllr Mrs Heyward
Cllr Mrs Tarbox
Cllr Debbie Watts
Cllr Davis
Cllr Richards
Cllr Rees Webb
Cllr Spencer

