



## ST MEWAN PARISH COUNCIL

Parish Clerk: Wendy Yelland (CiLCA)  
Kerenza

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### **Virtual Ordinary Council Meeting Minutes – 8<sup>th</sup> July 2020 held Remotely via ZOOM at 19.00pm**

#### **OC19/20 Persons Present/Apologies**

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

Apologies: Cllr Mrs Ringrose, Cllr Harrison. Received and duly accepted

Parish Clerk: Wendy Yelland

Community Link Officer – Helen Nicholson

Members of the Public – Mrs Sandra Heyward, Mr Mick Howell, Mr John Richards, Mr Michael Bunney

#### **OC20/20 Declarations of Interest from Members / Dispensations**

There were no Declarations of Interest or Dispensation requests from Members.

The Chairman welcomed members and the public.

#### **OC21/20 Public Participation**

Mr Howell - Thank you for allowing me to address the meeting and hope everyone has stayed safe and well during these strange times.

- On behalf of the residents in Hewas Water Mr Howell expressed a huge thank you to the Chairman, to all Council Members and Mrs Yelland for all the hard work in keeping Hewaswater informed, fed, watered and medically provided for, over the last few months.
- Important contact information was hand delivered to homes in the Parish and beyond was truly remarkable.
- The unseen work of shopping, delivering medicines and keeping in touch shows good leadership and has been carried out alongside a huge workload of 'normal' Council business.
- Thank you to you all, and also to all the kind volunteers who came forward so readily and so quickly.
- It was reassuring that the Chairman personally 'patrolled the Parish boundary' and thanks to you and your family for all the help and time, given so freely to our residents including my wife and me.

The Chairman thanked Mr Howell for his kind words.



Mr Michel Bunney- in attendance to keep in touch with the parish activities and news. Although he has been running the community help scheme in Gorran and St Ewe and Mr Bunny offers to share ideas and experiences and continue to work together.

The Chairman closed the public participation.

### **OC22/20 Council Meeting: Minutes 3<sup>rd</sup> June 2020**

It was

**RESOLVED** that the above Minutes of the Meeting of St Mewan Parish Council, previously circulated, be taken as read, approved, and will be signed at the next physical meeting. There were no matters arising. Prop Cllr Mrs Tarbox, sec Cllr Mrs Padley

### **OC23/20 Clerk's Report previously circulated**

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  
 OC164/18 – In progress  
 OC178/18 – Hi Vis Vests – not actioned  
 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 in progress  
 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  
 OC136/19 – Completed other than notice in Trewoon Post Office  
 OC163/19 – Awaiting delegation of other members when appropriate  
 OC172/19 – Clerk to report postage costs at February meeting – not actioned  
 OC173/19 – Awaiting response from residents re trees  
 OC180/19 – Confidential – in progress  
 OC190/19 – Wildflower Planting Trials. Completed  
 OC192/19 – VE day clerk to report cancelled due to Covid 19  
 OC193/19 – Waste bin to be ordered in conjunction with March agenda item  
 OC200/19 – Confidential in progress  
 OC213/19 – LMP Agreement completed  
 OC214/19 – Little Lane footpath – Volunteer poster for 28<sup>th</sup> March  
 OC215/19 – Verge Cutting Agreement in progress  
 OC216/19 – Climate Change – in progress  
 OC217/19 – Digital mapping in progress  
 OC233/19 – Community Governance Review – further submission actioned  
 OC234/19 – Highways Budget Scheme 2020/21 and 21/22 submitted  
 OC235/19 – A3058 Bank at Trewoon – Cancelled due to Covid 19. Council to re-visit  
 OC238/19 – Climate Change action plan – July agenda item  
 OC239/19 – Digital Mapping – July agenda item  
 OC240/19 – Parish Volunteer cancelled due to Covid 19  
 OC241/19 – Waste bin on Trelowth Rd, delayed due to Covid 19  
 OC242/19 – Tour of Britain celebratory event in Trewoon cancelled due to Covid 19  
 OC8/9/20- External Audit signed and sent  
 OC12/20- Volunteers in the Parish – Council to agree a date to agenda this item

Highways and Countryside Access Team



1. St Stephens Rd, Sticker – to agenda
2. A 3058 bank, Trewoon – to agenda
3. Four complaints regarding St Mewan Lane with heavy vegetation on pavement side with pedestrians having to walk on the road. Reported to Highways and safety inspector has visited site.
4. Hewaswater sign repositioned away from Jobel engineering.
5. Three complaints re heavy vegetation from Coliza Hill to Trelowth. Will report.
6. Two complaints of fly-tipping at the bottom of The Green, Trewoon
7. Tree down on Byway 23/2 out to Trewoon Moor. Reported to CAT and cleared within 24hrs
8. Two complaints regarding signs removed on Footpath 419/30/1 – to discuss at ROW meeting

#### General Maintenance

9. Resident concerns – Heavy vegetation cleared at Wooden Bus Shelter at Griggs and Trelowth Bus Shelter
10. Light trimming of vegetation alongside tarmac path to Glenleigh  
Due to workload of contractor with other parishes have agreed an approx. time schedule for the following strimming to take place every 4/6 weeks: -
11. Sticker Store link footpath
12. Football field footpath
13. Dog Field footpath
14. Link footpaths between Sticker housing estates

#### Playing Fields

15. Risk assessment carried out under ESD and signs erected on all items of play equipment

#### Dog Waste Bin

16. Request for a dog bin opposite the White Pyramid – to discuss and consider agenda

#### Volunteers

17. General enquiries on how long the requirement is to continue delivering shopping and prescriptions – clerk to update further.

#### Speeding

18. Resident concerns with speeding on the A3058 and requests average speed limit cameras are installed

#### General

19. Resident request for permission to remove PC notice board on Highways land (not used) enabling works to be carried out to his boundary wall. Clerk to update on outcome for resident after contacting Highways to liaise with him.
20. Imerys license is ready to be approved. Waiting on a final decision of granite bench from the Budge family
21. CC - Consultation on draft model code of conduct
22. Cruse Bereavement – requests for bank details to be emailed to the parish enabling to make the donation

The clerk raised a concern on item 19 which she thought had been resolved through Highways to grant the required permissions for works, up until an email received from the resident 8th July 2020. The email confirmed that a gent from Highways has refused to meet with the resident. Cllr Kneller has seen the wall which is currently propped up with 4 x 2 and there is an urgent need for the resident to carry out the works. Therefore, it was suggested the resident carries on with the works and takes photographs before and after.

The clerk's report from attendance at the smaller council's meeting with CALC was previously circulated and also **NOTED**.

#### **OC24/20 Covid 19 - Playing Field Risk Assessments carried out on the 2<sup>nd</sup> July 2020 under Emergency Scheme of Delegation**



The Chairman briefed members on how he and the clerk carried out the necessary risk assessments on all play equipment in line with government guidelines, CALC, CC and NALC guidance in order to open the playing fields on the 4<sup>th</sup> July 2020. Members have received the completed Risk Assessments to comply with the Parish Insurers. A3 posters were erected on all pieces of play equipment, fencing and gates on Friday 3<sup>rd</sup> July by the Chairman, Cllr Passmore and the Clerk.

It was

**AGREED Cllr Wallis** to check on signage at Sticker Activity Park, **Cllr Mrs Padley** at Lower Sticker, **Cllr Mrs Tarbox** at Trewoon and **Cllr Spencer** at Polgooth.

Due to the time constraints it was **RESOLVED** for St Austell Printing Company to print all signage under the Emergency Scheme of Delegation.

### **OC25/20 Highways Expression of Interest Scheme**

a) Helen Nicholson from Cornwall Council confirmed: -  
Phase 1 has been implemented and completed.

Phase 2 was due for public consultation, however due to Covid 19 this will now take place in August 2020.

Phase 3 -suggests the parish council considers the priority for the schemes submitted as there are requests which totals a spend of £170,000 in the Community Network and only £100,000 in the budget.

Would the parish council consider contributing toward their schemes to ensure they will go through?

Wide range of discussion took place on the priority schemes the parish council submitted and

It was

**RESOLVED** that Trewoon takes priority with the feasibility study for the whole of Trewoon due to ongoing concerns of speeding on the A3058 which is classed as the most dangerous road in Cornwall. Sticker would be the second priority and thereafter Polgooth.

Prop Cllr Kneller, sec, Cllr Jannaway

b) It was

**PROPOSED** by Cllr Kneller that the parish council would not agree to a contribution at this meeting but will review this decision based on updated information on an ongoing basis from Cornwall Council, sec Cllrs Mrs Tarbox.

Helen Nicholson to email the clerk with the village gateways proposed and costings.

Cllr Spencer asked about addressing the issues of safety at St Mewan School.

Cllr Kneller expressed sadly there is little influence the Parish Council can bring to solve these problems. The school is responsible for helping manage the traffic at the school and until someone brings a robust plan to the table of what may be feasible there is little anyone can do. Various people in Cornwall Council have been working on this issue for years and it hasn't changed.

Helen Nicholson from Cornwall Council have carried out all they can do on the Highways. It is behavioural issues and is up to the school to influence the parents on change.

Thanks to Helen Nicholson for the support given in the last three months with the Communities in the network.

Helen thanked Sandra Heyward, Michael Bunney and the Parish Council for their support in the communities during Covid 19.

### **OC26/20 Grants/Donations**

The clerk confirms the application meets the criteria with the documents submitted as per the council's grant policy.

It was

**RESOLVED** to award a grant of a £1000.00 to Sticker AFC. Prop Cllr Kneller, sec Cllr Wallis. **Action: Clerk**

### **OC27/20 Allotments/Community Garden Space in the Parish**

a) Cllr Mrs Padley reported on a site visit to the Allotments with the clerk. It was observed that whilst most allotments are well kept, some allotments are not being cultivated to their full potential with weeds encroaching. Allotments vary in sizes which makes it difficult on annual charges. There needs to be more structure and to regularise the allotment plots. The clerk has received a written request for six allotments in the Parish.

It was

**RESOLVED** Cllr Wallis to measure the individual allotment plots in Trewoon. Prop Cllr Kneller, sec Cllr Mrs Tarbox. **Action: Cllr Wallis and the Clerk.**

It was



**RESOLVED** the clerk report back to council with a draft Allotment Policy. Prop Cllr Kneller, sec Cllr Mrs Tarbox. **Action: Clerk**

b) The clerk reported there is a request 6 people at Little Trelower wanting allotments and under the Small Holdings and Allotments Act 1908, s 23(2) parish councils are obliged to provide allotment gardens.

Cllr Kneller suggests forming a working party and include interested members of the community to move it forward which could work well with the Parish Council Climate Change Objectives. There are some challenges to overcome with implementing this and suggests this is included in the standing agenda item on Climate Change.

It was

**RESOLVED** the clerk writes informing the resident the parish council intend exploring the possibility. Prop Cllr Kneller, sec Cllr Mrs Padley. **Action: Clerk**

Cllr Mrs Padley also welcomes the idea of a Community Garden.

Cllr Wallis suggests some tree planting in the Parish and Cllr Mrs Tarbox thinks this type of activity is good for a person's mental wellbeing, especially in these times with Covid 19. There is land in The Goffin and the Dog Field which could be considered.

Cllr Mrs Tarbox will assist Cllr Wallis in this project. **Action: Cllr Mrs Tarbox and Cllr Wallis.**

### **OC28/20 Tree maintenance in the Parish**

Resident at Randfontein requested if they could have permission to cut tree branches overhanging into their garden and the public footpath from a tree which is on The Goffin border. A site visit was carried out by Cllr Wallis and the parish tree contractor on footpath 419/2/1 to discuss the works as it is the parish responsibility. The works were carried out. The clerk informs members the resident has now requested they want to use their own contractor and take more off the tops off the trees closest to the park.

Cllr Wallis confirms the cutting back has been substantially more than the overhanging branches which is partly to give more space to a very nice oak tree and to remove some of the scrubber and not a well-formed sycamore local to it. The contractor has done a very good job but needs to cut the ivy around the base of trees.

The footpath has been inspected today the 8<sup>th</sup> July 2020 including the overhanging branches to the adjacent property Fairways. Quite a lot of overhanging Sycamore, scrubby Holly and a nice Oak tree to the entrance to the park and which overhangs the house, the footpath and footpath on Trelowth Rd and into the road. Several trees are overhanging the footpath. Cllr Wallis will talk to the tree surgeon again to deal with Fairways and the council's public responsibility towards the overhanging on the footpath and the road.

Cllr Kneller visited the site whilst on a Playing Field Risk Assessment and suggests TPO's should be considered on the two very mature oak trees bordering The Goffin.

There are a lot of trees that border The Goffin and an assessment is required.

It was

**RESOLVED** the clerk writes to the owner detailing no works are to be undertaken. Prop Cllr Kneller, sec Cllr Mrs Tarbox. **Action: Clerk**

**NOTE:** It is disappointing to see on today's inspection that some small branches have been cut since the parish undertook the work agreed.

It was

**RESOLVED** to receive specialist advice on all trees in The Goffin and report back to Full Council. Prop Cllr Kneller, sec Cllr Mrs Mitchell. **Action: Cllr Wallis**

### **OC29/20 CC Grass Cutting Agreement**

The Clerk updated members on the revised cutting agreement received which has now included Socotra Drive, Trewoon. The clerk received a complaint from a Trewoon resident regarding the verge not being cut near to the warning sign. The long verge obstructs the dimension sign for the bridge. The clerk confirms this area is not included in the agreement and Highways cannot amend this year, nor can the Parish Council invoice Cornwall Council.

It was

**RESOLVED** the Parish Council carry out the cutting to the area in question from the Highways budget and to resign the revised agreement. Prop Cllr Kneller, sec Cllr Mrs Tarbox. **Action: Clerk**

### **OC30/20 Community Network Panel Meetings**

It was

**RESOLVED** Cllr Passmore to attend. Prop Cllr Kneller, sec Cllr Wallis



### **OC31/20 Climate Change Objectives**

Members received and welcomed Cllr Holman's draft Action Plan. Council need a small working panel with engagement and involvement from the community is vital to move forward with this objective. The document is a changing document not dissimilar to the Neighbourhood Plan. To encourage local shops to stock more local produce and to promote different daily produce. Cornwall Council are currently reviewing their procurement process which will make it easier for local Cornish businesses to supply to Cornwall Council.

Suggestions to start a local community group which will be part of a committee and a youth committee.

Cllr Kneller thanked Cllr Holman for the excellent document produced and suggests it is called a 'Living Action Plan' due to the natural changes in how this objective will automatically evolve.

It was

**RESOLVED** to **APPROVE** the 'Living Action Plan' document on Climate Change Objectives and to publish a request to the community to become involved in this objective. Prop Cllr Kneller, sec Cllr Mrs Tarbox.

### **OC32/20 Digital Mapping**

a) Cllr Holman, Cllr Jannaway, Cllr Mrs Padley and the Clerk had a successful meeting with Pear Technology, via Zoom for an update on the project and was advised on a new development with the Pear technology.

b) It was

**RESOLVED** to **ADOPT** the Digital Mapping Policy. Prop Cllr Kneller, sec Cllr Passmore. **Action: Clerk to publish**

Cllr Spencer exits the meeting

### **OC33/20 Neighbourhood Plan**

List of changes for a future review

Wide range of discussion took place and Cllr Mrs Tarbox feels there are certain elements of the NHP not being interpreted by Cornwall Council very efficiently and there is a lack of consistency by the Planning Dept on applications received. This can be evidenced. To consider identifying areas where the parish would be happy to see development. There is Imerys land lying idle which should be considered. It is not the way the Parish Council thought a Neighbourhood Plan would be interpreted nor the community. There here has been some good examples where the Parish Council have robustly defended a situation with a positive outcome.

The recent legislation may impact the St Mewan Neighbourhood Development Plan.

Cllr Mrs Tarbox attended a meeting with Cornwall Council and CALC on Covid 19 Planning Reform and a discussion was mainly on licensing. Due to the more recent changes another meeting will be scheduled.

Improvements to the NHP should be considered.

Cornwall Council planners are continually wanting to approve greenfield sites which provide cheaper homes. Their attitude is to produce homes at the right price per sq metre which is cheaper on greenfield land and the harm doesn't outweigh the benefits to greenfields. Grave concerns on the planning process.

It was

**RESOLVED** for Cllr Jannaway to formulate a second list with areas of concerns where something has transpired during a planning decision/process by Cornwall Council where there has been a lack of robustness on the adherence of interpretation of how the NHP should work. Prop Cllr Kneller, sec Cllr Mrs Tarbox. **Action: Cllr Jannaway**

### **OC34/20 SLCC Membership**

It was

**RESOLVED** to **APPROVE** the clerk's annual membership for 2020/2021. Prop Cllr Kneller, sec Cllr Mrs Tarbox. **Action: Clerk**

### **OC35/20 Website**

It was

**RESOLVED** to **APPROVE** additional training from Vision ICT to encompass new developments. To share costs with Probus Parish Council. Prop Cllr Kneller, sec Cllr Mrs Tarbox. **Action: Clerk**



**OC36/20 Finance**

It was

**RESOLVED** to **APPROVE** the 8<sup>th</sup> July 2020, pay schedule as previously circulated and **AUTHORISE** payments for BACS transfer. Prop Cllr Kneller, sec Cllr Mrs Padley  
The bank balances inc petty cash as at 30<sup>th</sup> June 2020 are **NOTED**.

Income: 4996.04	Expenditure: 8892.57
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**OC37/20 Correspondence received up to time of meeting (previously circulated and for information only)**

8<sup>th</sup> June

1. Cllrs Advocate Scheme
2. Update to Cornwall response on Corona Virus
3. VC 5/6 briefing
4. Voluntary and Community Sector Covid 19 update
5. Weekly Planning and Decision Lists 5/6
6. Community Network – Informal Meeting 23/6
7. CC Covid 19 update 5/6
8. CC response to Covid 19 5/6

10<sup>th</sup> June

9. CALC Planning Partnership
10. CC Review of Neighbourhood Plans

18<sup>th</sup> June

11. Virtual Incident Report Card Support Training

19<sup>th</sup> June

12. Trespass Issues – Blackpool site

29<sup>th</sup> June

13. Volunteer Cornwall update
14. Update on Cornwall Council response to Covid 19
15. Weekly Planning & Decision Lists 19/6
16. The Rural Bulletin
17. Volunteer Cornwall update
18. Weekly Planning & Decision Lists 26/6
19. Volunteer and Community Sector Covid 19 update
20. What is The Cornwall We Want For The Future

7<sup>th</sup> July

21. Rural Services Bulletin
22. 22. NALC Corona Virus Update
23. Community Network Informal Meeting 22/7
24. Citizens Advice Summer Newsletter
25. CALC -Reopening of Playgrounds and Gyms Advice
26. Volunteer Cornwall Update
27. Covid 19 and the Planning Reform Bill
28. CALC – The future of physical meetings
29. Weekly Planning & Decision Lists 3/7
30. Came and Co – Newsletter
31. CC – Voluntary and Community Covid 19 Sector
32. NALC – Reopening of Playgrounds
33. Reopening Cornwall
34. Rural Bulletin 7/7
35. Weekly Planning & Decision Lists 12/6
36. Weekly Planning & Decision Lists 19/6
37. Hewaswater resident thank you 21/6
38. Hewaswater resident thank you 7/7
39. Trelowth resident - thank you

8<sup>th</sup> July

40. CC Virtual Incident Report Card Training



**OC38/20 Emergency Scheme of Delegation (approved at the Extra Ordinary Council meeting on the 23<sup>rd</sup> March 2020)**

Members received the ESD register previously circulated with two additional items. **NOTED.**

**OC39/20 Items for agenda: 12<sup>th</sup> August 2020**

Hedgerow on St Stephens Rd, Sticker

Bank on the A3058, Trewoon

Dog waste bin in Trewoon

The Chairman requested members of the public to leave the meeting. The clerk locked the meeting at 20.47pm

**OC40/20 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.

The meeting was locked.

Confidential filed under minute no: **OC41/20**

There being no further business the Chairman closed the meeting at 21.04 pm

Signed.....

Chairman of Full Council

Date.....

**Full Council Members**

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

