



The minutes of the meeting held on Tuesday 9th January 2018 at the St Erme Community Centre

Those present:

Cllr Trethewey (Chairman), Cllr Pound (Vice-Chairman), Cllr Riggs, Cllr Couch, Cllr P Jones and Cllr S Jones

In attendance:

Mrs Sally Trethewey (Clerk), Cllr Eathorne-Gibbons (Cornwall Councillor), and two members of the public.

161/17 To accept apologies

Apologies were received and accepted from Cllr Hodgkinson

162/17 Declarations of Interest in items on the Agenda

a) Councillors to disclose any declarations of interests on any agenda items.

There were no declarations of interest declared

163/17 Dispensations

a) Member/s to request a Dispensation for an item on the agenda that has just become apparent at this meeting.

There were no dispensations requested

Public Participation (15 minutes)

The public are given 15 minutes to discuss any item on the agenda, after this period the members of the public may stay at the meeting but will not be able to comment or participate.

The chairman welcomed the members of the public to the meeting.

A member of the public stated that they had put polite notes/flyers on some of the vehicles which were causing problems at Trispen Hill and that the situation is better and this seems to have worked at the moment. The vehicles have since moved further along the road towards Broad View.

The chairman thanked the member of the public for the update and stated that it was a difficult situation as it's not illegal for vehicles to park in this area. However the item is on the agenda and members will discuss this further then.

164/17 To receive and approve the minutes previously circulated of the meeting held on Tuesday 5th December 2017

The minutes previously circulated were agreed and it was therefore

RESOLVED that the minutes on the meeting held on Tuesday 5th December 2017 be approved as a true record and duly signed.

165/17 Councillors to discuss any matters with Cornwall Councillor if present

There were no items to discuss that were not already on the agenda

166/17 Clerks Update and Report

The clerk updated members on the following:

Cornwall Council

- **Council Tax Referendum Principles** – The council had been notified that the setting of referendum principles for Town and Parish Councils will be deferred for three years.

Macsalvors – Have stated that they will donate the gas struts for the noticeboard at Eglos Road. The clerk will forward a letter of thanks.

Street Cleaning – The clerk informed members that the street cleaner was unable to work for the next 6 weeks. The council is required to continue the obligations of their street cleansing contract during this time. It

was felt that it would take too long to advertise and fill a temporary position so it was decided to ask the council's contractor that carries out the council's grass and LMP maintenance to see if he would be happy to stand in on a self-employed temporary basis at his current rate of pay. The council knows that Mr Pearson has the relevant insurances, risk assessments and traffic management in place to carry out these duties. It was therefore

RESOLVED for Mr Pearson to carry out the duties of the street cleansing in the absence of the street cleaner on a self-employed temporary basis.

167/17 Planning:-

a) To consider any planning applications received up to the date of the meeting:

No planning applications had been received.

b) Update on planning issues:

• **Planning enforcement**

There were no issues to discuss

• **Update on Cornwall Council's planning decisions**

The council had been informed that the following application had been submitted.

PA17/11752: Prior notification of agricultural or forestry development. Proposed agricultural building for housing of farm machinery and animal fodder including hard standing for heavy vehicle carriage – Poliskeen Farm.

• **Update on the Burrington Development**

Burrington Estates had submitted details for discharge for conditions 4, 6, 8, 9, 11 and 15 in respect of decision notice PA16/01962 – Land adjacent to Trispen Hill. The clerk had already been in contact with the planning officer with concerns that there was no street lighting shown along the footpath to the north of the site adjacent to the open space. This will be adopted by highways and should be included. Members asked the clerk to contact the planning officer by e-mail stating that there should be street lighting included along this section and that the council's preferred choice would be low level lighting.

Cllr Trethewey had attended a meeting arranged by Truro City Council regarding street naming and was able to talk to the street naming officer Mr Trevethan who informed him that personal names are not normally used now for roads as stated in their policy. However they can still be considered if the local Cornwall Councillor member for the area agrees along with the officer in charge of Street Naming of which he is. Council's need to prove that the names are of historical nature and would not offend any remaining family members. He stated that the clerk should contact him by e-mail the names the council would like used confirming that our local member is in agreement and will then consider our request.

c) To receive and agree information on Burrington Developments transferring the public open space north of the new development at Trispen Hill to the ownership of St Erme Parish Council.

The council had not received any details from Burringtons, so was unable to discuss this item. It will be put on the agenda of the next meeting.

168/17 Accounts:

a) Cheques agreed and signed during the last month:

Chq No 1867: Wicksteed Leisure Ltd (S106 – Play Equipment) = £67734.00

Chq No 1868: St Erme with Trispen PTA (Grant) = £445.00

Chq No 1869 & 1870: Salaries (December) = £1120.02

Chq No 1871: HM Revenue & Customs (HMRC Payment) = £107.13

Chq No 1872: Mrs S Trethewey (Expenses) = £108.00

DD: Sage UK (Payroll) = £7.20

DD: 02 (Mobile) = £18.70

Cheques to be agreed and signed:

Chq No 1873: CPRE (Annual subscription) = £36.00

Chq No 1874: M Pearson (LMP Maintenance) = £55.00

Chq No 1875: Trispen & St Erme Fun Day Committee (Advertising – Village Voice) = £92.50

Chq No 1876: A to Z Supplies (Bin Bags/Street Cleansing) = £34.76

The above accounts were agreed and it was therefore

RESOLVED for Cllr Riggs and Cllr S Jones to sign the cheques which were witnessed by Cllr Pound.

b) To update and approve the accounts, budget sheets and bank reconciliations

The accounts previously circulated were agreed and it was

RESOLVED that the accounts be approved as a true record and duly signed by Cllr Pound.

c) Cllr S Jones to report on the Internal Control checks

Cllr S Jones had not carried out the internal controls and a time and date was agreed with the clerk prior to the next meeting.

d) To discuss and consider an Internal Auditor for the council's procedures

This item was discussed and it was agreed that the clerk should obtain three quotations and information from auditors to carry out this year's independent audit of the council's 'Internal Control Procedure's'.

169/17 Highways

a) To update on Tregassow Lane's flooding issues and drainage scheme/resurfacing.

The clerk reported that an e-mail had been received from Viv Bidgood (Cormac Ltd) stating that following the preliminary meeting where their design team had met with Derek Hand (Quintas Energy's engineer) on-site and have been exploring feasibility and affordability of the schematic proposal and other potential solutions to the problem. The design team will be meeting with Val Goulding on the 11th January 2017 to discuss progress in more detail.

It was agreed for the clerk to follow this up after the 11th January.

The remedial maintenance had been carried out along Tregassow Lane including work on replacing the ditch. Hopefully this will help in the short term.

b) To update on the repainting of the yellow and white road markings in the village.

The clerk had not received an update and will chase this before the next meeting.

c) To discuss issues and agree a way forward regarding parking outside of Trispen Post Office and Stores

A resident at Trispen Hill had brought to the attention of increased parking at Trispen Hill, which sometimes obstructs entrances/drives. The council had also received a letter from the proprietor of Trispen Stores stating that although there had been some concern that Trispen Hill may be used as an overflow for parking from the Truthan View development near the public right of way, this had not been the case. However nonresident parking of vehicles had started to become an issue. This has particularly affected the shop where longer term parking has resulted in delivery vehicles being unable to load/unload close to the shop. Also visitors to the shop have had to park further away outside of joining properties. He feels that the issues are more down to changes of occupancy of houses in the area, which has resulted in households with more than one vehicle. The possibility of restricted waiting times or loading bays has been discussed in the past, but this would require enforcing.

Members discussed this issue which is a difficult area as there are currently no restrictions on the area in question and vehicles can legally park providing they are not obstructing an entrance. As stated above limited waiting times could be looked at for the vicinity in front of the shop, which would help with the unloading of deliveries. Enforcement is the issue along with the fact that the vehicles will still need to park elsewhere if restrictions were put in place.

Members discussed the issue of enforcement and decided for the clerk to obtain information regarding the council carrying out our own enforcement, if this is possible and what it would involve. The clerk will also contact Viv Bidgood at Cormac to find out what the cost would be to put waiting restrictions in place and if this would be feasible at this location.

170/17 To receive a request for a grant of £1,400.00 from St Erme Parish Church towards the costs of the maintenance of the Church Yard as per our Grant Policy.

This item was discussed and it was

RESOLVED to grant the sum of £1400.00 to St Erme Church towards the cost of maintenance for the Church yard as per the council's Grant Policy.

171/17 Councillor's to report on any meetings attended as representatives:

- **St Erme Village Hall Committee (Cllr S Jones)**

There was no update

- **St Erme Playing Field Trust (Cllr Pound)**

It was reported that the new store room had been completed and the new office. They were in the process of having new CCTV installed.

172/17 To agree the date of the next full meeting of the council on 6th February 2018 at the St Erme Community Centre at 7.30pm

The above date and time were agreed

SIGNED

CHAIRMAN

DATED