



The minutes of the meeting held on Tuesday 6th February 2018 at the St Erme Community Centre

Those present:

Cllr Trethewey (Chairman), Cllr Pound (Vice-chairman), Cllr Hodgkinson, Cllr Couch and Cllr P Jones

In attendance:

Mrs Sally Trethewey (clerk), Cllr Eathorne-Gibbons (Cornwall Councillor) and three members of the public

173/17 To accept apologies

Apologies were received and accepted by Cllr Riggs and Cllr S Jones who were both unwell

174/17 Declarations of Interest in items on the Agenda

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

Cllr Trethewey declared a non-pecuniary interest on the following agenda item:

7) Planning:-

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

- PA17/11631: Cornwall Farm Machinery, Land south west of Trewaters Farm, Trispen, Retrospective planning application for the retention of the building for the proposed use as an agricultural dealership to include workshops, storage, a display area, office space and a conference facility

175/17 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.

A member of the public requested that the yellow lines at the top of Trevella Lane should be included when the lines in the village are repainted.

Mr Tomlin spoke in support of two planning applications due to be decided at the meeting which are PA18/00817 and PA18/00804.

The chairman thanked the members of the public present

176/17 To receive and approve the minutes previously circulated of the meeting held on Tuesday 9th January 2018

The minutes previously circulated were agreed and it was therefore

RESOLVED that the minutes of the meeting held on Tuesday 9th January 2018 be approved as a true record and duly signed.

177/17 Councillors to discuss any matters with Cornwall Councillor if present

Cllr Trethewey asked Cllr Eathorne-Gibbons if it was true that Tregassow Lane to Milltown may be closed. Cllr Eathorne-Gibbons stated that this had briefly been talked about, but there were no plans at the moment.

178/17 Clerks Update and Report

The clerk updated on the following:

Cornwall Council - Members had received a letter regarding Council Tax Referendum Principles stating that there will be no cap on precepts for the next couple of years, when it will then be reviewed again.

Macsaviors – Have stated that they will donate the gas struts for the noticeboard and the clerk will forward a letter of thanks.

Members were reminded of all forthcoming training events and meetings and had been notified of all correspondences received.

179/17 Planning:-

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

- **PA17/11971: Mrs Hurst, Trevella, St Erme, Truro
Certificate of lawfulness for the proposed use of the venue for hosting of civil ceremonies**

This item was discussed and it was agreed to reply as follows:

St Erme Parish Council are concerned about the increase in traffic that this application may have on the single track road leading to Trevella Manor. There has been no planning application for this type of business use at this location. The recent approved planning application No: PA17/03999 as referred to in the application did not mention the venue being used as a wedding venue business

- **PA18/00471: Ms Blake, Land south of Tallamar, Trispen, Truro
Proposed detached dwelling and associated works (previously approved under PA30/368/10/R date 14th May 2010 and PA13/03114 dated 23rd May 2013)**

This application was discussed and it was agreed to support the application with no recommendations.

Cllr Trethewey had declared a non-pecuniary interest on the next item and left the room. Cllr Pound as Vice Chairman took the chair.

- **PA17/11631: Cornwall Farm Machinery, Land south west of Trewaters Farm, Trispen,
Retrospective planning application for the retention of the building for the proposed use as an agricultural dealership to include workshops, storage, a display area, office space and a conference facility**

This item was discussed and it was agreed to support the application; but to state that the council were not happy that it was submitted as a retrospective application

Cllr Trethewey rejoined the meeting

- **PA18/00804: Mr P Hicks, Pengelly Farm St Erme Truro Cornwall TR4 9BG
Removal of condition 2 (occupancy restriction) in respect of decision notice PA11/07136 dated 12/06/2012 - retrospective conversion of holiday units 1, 2 and 3 (permission PA30/0296/00/N) to form 5no. holiday accommodation cottages - units 1, 1A, 2, 3, and 3A.**

This application was discussed and it was agreed to support the application with no recommendations

- **PA18/00817: Mr P Hicks, Pengelly Farm St Erme Truro Cornwall TR4 9BG
Application for the discharge the planning obligation as the agreement is no longer relevant or useful in respect of decision notice PA11/07136.**

This application was discussed and it was agreed to support the application with no recommendations

- **PA18/00745: Mobile Home 2 Pengelly Farm St Erme TR4 9BG
Demolition and removal of existing dwelling (confirmed as constituting a lawful dwelling house by decision notice PA15/05265) with new replacement dwelling, associated garden amenity and vehicular parking - revised design to PA17/01752**

This application was discussed and it was agreed to support the application with no recommendations

b) Update on planning issues:

There were no updates

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.

Information for the above had not been received and the item will be put on the agenda of the next meeting

180/17 Accounts:

- a) **Cheques agreed and signed during the last month:
Chq No 1877 & 1878: Salaries (January) = £948.66
Chq No 1879: M Pearson (Grass Maintenance) = £185.00**

DD: Sage UK (Payroll) = £7.20
DD: o2 (Mobile Phone) = £18.70
Cheques to be agreed and signed
Chq No 1880: A to Z Supplies (Street Cleansing – Gloves) = £5.98
Chq No 1881: A to Z Supplies (Street Cleansing – Litter Picker) = £19.19
Chq No 1882: Mrs S Trethewey (Expenses) = £18.00
Chq No 1883: St Erme Church (Grant towards grave yard maintenance) = £1,400.00
Chq No 1884: M Pearson (Street Cleansing) = £193.75
Chq No 1185: Lyreco UK Ltd (Stationary) = £168.24

The payments above were agreed and it was

RESOLVED for Cllr Hodgkinson and Cllr Pound to sign the cheques which were witnessed by Cllr P Jones.

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

The accounts previously circulated were agreed and it was therefore

RESOLVED for the accounts to 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 been unwell and had not carried out the internal controls. Cllr Pound agreed to carry them out before the end of the financial year

d) To receive and agree on quotations for the Internal Auditor for the council's internal procedures and clerk to update on webmaster training.

This item was discussed and the three quotations were considered and it was

RESOLVED for Mr Rob Larter to carry out the Independent Internal Audit for this financial year at a cost of £225.00

181/17 Highways

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

An update had been received from Viv Bidgood from Cormac stating that due to restrictions of a high voltage underground cable and other infrastructure which must be avoided, the original plan would be difficult to achieve. Future safe maintenance of the site also needs to be considered and the costs of this proposal are likely to be in excess of £60k, thus other alternatives need to be considered. One option is ditching on the adjacent land; to the north of the site.

Another option mentioned, subject to ground suitability, is a deep bore soakaway. This could be located within the Quintas site in an area which would avoid the issues associated with the schematic proposal. As alluded to, this option would be subject to ground conditions being suitable and costs being within the available £25k.

It has been confirmed that the budget will be safeguarded and rolled forward to the 2018/19 financial year; therefore the funding is secure beyond the end of this current financial year. All reasonable efforts will be made to identify an alternative scheme that can be delivered within the available budget.

Members discussed this and did not understand the benefit of ditching to the north of the site, as they would still have to go through the site with the high voltage cable.

It was agreed for the clerk to get further clarity on this proposal and to state that if the only option is a deep bore soakaway, we would be happy with that.

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

The clerk had contacted the parking enforcement team at Cornwall Council and they stated that there would be no need to go into a partnership with them to supply additional parking enforcement at this time. They would be happy to come out and look at the problem areas if we forward details of the locations and times etc. It was agreed for members to log dates and times of enforceable parking issues and forward to the clerk to pass on. The clerk had asked for a map of the current enforcement restrictions in the parish and Cormac where unable to forward due to IT issues with their system, but will forward as soon as it's back up and running. The clerk will follow this up along with the repainting of the lines

c) To update on 'Parking Enforcement' and parking restrictions

A response had been received from Mr Viv Bidgood as follows:

Any new enforceable lines would require a Traffic Regulation Order (TRO) process to be followed. A TRO is a legal process and as such must go through a public and statutory consultation and be registered with the

Secretary of State for Transport. This can be a lengthy process and therefore the costs associated with the process for any new TRO will be a minimum of approximately £5000. This cost will vary dependant on how many restrictions you wish to consult on, however there are economies of scale and the more locations that are processed at the same time, the cheaper per location the process will be.

There is a new "improvement" funding scheme that is being promoted by Cllr Geoff Brown, however, there is some money (exact amount to be confirmed) allocated to each Community Network Area for progressing these sorts of minor improvements. It is looking like this budget will be held by the Community Network Managers and the idea being that local town and parish councils can bid for the available money; it is worth bearing this in mind. I believe further details will be issued at the appropriate time in due course.

Members discussed the response and agreed to monitor the situation at Trispen Hill in the area of the shop and look at considering options again if the issues continue.

182/17 To consider and respond to the following consultations

- **Cornwall Council – Proposal to change car parking charges proposals – 2018 Off-Street Parking Order**

Members discussed this consultation and thought the proposals were acceptable, but wished to note that they felt that the ticket machines should give change as people do not always have the correct money on them.

183/17 To receive an e-mail from St Erme with Trispen CP School regarding a blocked soak-a-way outside of the schools pedestrian gate into Chancery Close

The soak-a-way is in an alley way at Chancery Close leading to the local school's pedestrian access. As the soak-a-way is blocked the water is across the walkway and parents and children have to wade through the water. Also there are residents that have no option but to walk through the water which is several inches deep as they have no other means of entry to their property.

This item was discussed and the clerk had already tried to contact Cornwall Housing, who is stating that it is not their responsibility. It was agreed for the clerk to contact them in writing stating the issues and that we are aware that the area in question was owned by Carrick Housing and is now Cornwall Housings responsibility. A copy of the e-mail will be sent to Cllr Eathorne-Gibbons.

184/17 To receive and discuss a letter from the Devon and Cornwall Community Watch Association regarding awareness and coverage in our area

It was agreed to put an article in the Village Voice to see if there is any community interest.

185/17 'General Data Protection Regulations' (GDPR)

- a) To receive and discuss information received regarding the forthcoming changes the 'General Data Protection Regulations' (GDPR) and the implications to the council.**

Members had all received copies of the information on this and once the implications to the council are clarified we will need to put in action the necessary procedures.

- b) To agree for the clerk and members to attend any necessary training.**

It was agreed that the clerk and members should attend any available training on this within the council's budget.

186/17 To discuss and arrange the format for the Annual Parish Meeting scheduled for Tuesday 20th March 2018 to be held at the St Erme Community Centre

It was agreed to ask a member of Devon & Cornwall Police to attend and the St Erme Neighbourhood Plan Steering Group to give an update. It was decided to include information/update on the Community Bids. The clerk will contact the St Erme WI to see if they would be happy to make and serve the refreshments. The meeting will be advertised on the website, Village Voice and noticeboards and possibly a leaflet drop.

187/17 To agree for Playsafety Ltd - ROSPA to carry out the council's annual inspection of the play equipment at the school park and Trispen Football Field

This item was discussed and there will be an increase this year as we will need to add the new equipment at the school and at the football ground. It was therefore

RESOLVED for Playsafety Ltd to carry out this year's inspection

188/17 To receive and approve the following grant requests as per the council's Grants Policy

- a) To receive requests for grants under LGA 1972 s137 for orgainsations outside of the parish as per our grant policy procedures.**

No requests for grants had been received

189/17 Councillor's to report on any meetings attended as representatives:

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

There was no report

- **St Erme Cricket Club (Cllr Pound)**

Cllr Pound stated that the club was preparing for the new season due to start on 21st April. They had also decided to enter the Hawkey Cup for the first time this year.

- **St Erme Neighbourhood Plan Steering Committee (Cllr Trethewey)**

Cllr Trethewey reported that the plan was being written up and will include a 'Development Boundary'. Issue 5 of the NP Newsletter would be delivered at the end of February.

- **Police Liaison Meeting (Cllr Couch)**

Cllr Couch reported that the usual items such as car parking were discussed. They are going to keep pushing the reporting of non-urgent matters online. There will be a change in the way policing is taking place and they are looking at holding local surgeries and attending meetings within parishes.

190/17 To agree the date of the next full meeting of the council on 6th March 2018 and the Annual Parish Meeting on 20th March 2018 at the St Erme Community Centre at 7.30pm

The above dates and times were agreed

SIGNED

CHAIRMAN

DATED