



The minutes of the meeting held on Tuesday 6th June 2023 at the St Erme Community Centre.

Those present:

Cllr Trethewey (Chairman), Cllr Hodgkinson (Vice-Chairman), Cllr Light, Cllr Gould Cllr P Jones, and Cllr S Jones.

In attendance:

Sally Trethewey (Clerk), Cllr Glasson (Cornwall Councillor) and one member of the public.

52/23 To accept apologies.

Apologies were received from Cllr Barnes (work commitments)

53/23 Declarations of Interest in items on the agenda

- **Councillors to disclose any declarations of interests on any agenda items.**

Cllr Trethewey, Cllr Hodgkinson, and Cllr Light declared a non-pecuniary interest on the following agenda item:

- 13) To receive a request from the St Erme Playing Field Trust in support of applying to the S106 monies to replace parts of the fencing at Trencreek Park.

54/23 Dispensations

- **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 items on the agenda, after this period the members of the public may stay in the meeting but will not be able to comment or participate.

A member of the public raised concerns that the amenity areas within the estates of Killigrew Gardens, Polglase Walk and Trevella Vean had not been cut and the area was looking untidy and neglected.

The Chairman responded that these had not been cut under Cornwall Council's 'No Mow May' scheme; although these areas should not have been included in the scheme as these were public amenities areas and agreed that these areas were looking very untidy and were not able to be used for their purpose. We had the same the previous year and Cornwall Council has assured us that they would be cut as usual this year.

The Clerk will contact Cornwall Council and chase this and arrange for these areas to be cut as soon as possible.

The member of the public also stated that the hedges at Eglos Road adjacent to the Burrington's site had been cut, but not up nearer the electric substation and asked why this was.

The Chairman explained that the Management Company for the estate were cutting the areas within their contract, but Burrington's still own the open space at the top of the site, and this is why these hedges have not been cut.

There were no more questions, and the chairman thanked the member of the public.

55/23 To approve the minutes of the extraordinary meeting held on Tuesday 23rd May 2023.

The minutes previously circulated were agreed and it was therefore

RESOLVED that the minutes of the extraordinary meeting held on Tuesday 23rd May 2023 be approved as a true record and duly signed.

56/23 Councillors to discuss any matters with Cornwall Councillor if present.

Cllr Glasson said that she will continue to look at the speed data of the A39 and will report back on this.

Cllr Light said that there were issues with the parking charges in some of the Truro car parks. Cllr Glasson replied stating that Cornwall Council were aware of this and that there was an error which has now been sorted.

Cllr Trethewey asked why the new Cornwall Council Local Landscape Character Assessments have not yet been adopted? What is the hold up?

Cllr Glasson said that she will look at this and ask some questions.

57/23 Clerks update and report.

The clerk reported on the following.

Trispen Hill Flooding – Cllr Glasson chased this item, and the work is currently scheduled for funding within the 2023/2024 financial year but may be subject to change.

Cllr Light had asked for an update regarding the A39 recording of accidents speed update-

Cllr Glasson said that she is currently looking into this item.

Cornwall Council would like Town & Parish Council's to help advertise to engage and unite public support for the 20mph speed limit rollout.

Sage Payroll: Members were notified of a subscription increase.

Cornwall Council: Members had been forwarded an update on the 2023 Off Street Parking Order

Highways Social Fund: Two projects were currently being looked at in the village.

'Register of Interests' : Members were reminded to review their 'Register of Interests' forms.

Council's Laptop: Members previously approved a budget of £1,000, the Clerk will now start looking at a replacement.

Members were informed of all correspondence received and reminded of forthcoming meetings and training events.

58/23 Planning:

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

There were no planning applications.

b) Other planning issues:

i) To update on Cornwall Council planning decisions.

Planning Application No: PA23/02773 Land south of Penhale Cottage, Trispen has been APPROVED by Cornwall Council for a Certificate of Lawfulness for Existing Use or Development.

ii) To receive and respond to an email from the Carland Action Group regarding future Solar Farm planning applications.

This item was discussed, and it was agreed for Cllr Trethewey and Cllr P Jones to attend any future meetings and report back to the Council prior to committing to joining any joint groups regards to solar farms.

iii) To update on Legacy Homes proposals.

Legacy Homes forwarded a copy of their latest proposals which they showed at their last consultation event on Wednesday 3rd May and a ‘Statement of Community Involvement’

It was felt that the open market 5 bed properties should be reduced from 16 to 11 and that these should change to bungalows to two 3-bedroom properties and three 2-bedroom properties to allow more properties for those wishing to downsize as shown in their ‘Statement of Community Involvement’

59/23 Highways:

a) To update on the Community Speed Watch.

The Clerk had started to register sites for the speed watch as previously agreed. These will need to be assessed by the police for safety. We will look at arranging face to face training for registered members.

b) To update on a Solar ElanCity interactive speed sign.

Members had assessed the proposed site and it was agreed that a solar mounted interactive speed sign would fit and work at the agreed location on School Lane and it was agreed for the clerk to obtain an up-to-date quotation from ElanCity.

c) Members update regarding accessibility of the village and issues with drop kerbs and steps which make it difficult for those with disabilities and the less mobile.

Members had looked around the village and highlighted any areas that required adaption to be more accessible for people with disabilities and for electric mobility scooters. It was agreed for Cllr Trethewey to mark the areas on a map for drop kerbs, along with the proposals for additional double yellow lines and a restricted waiting zone outside the shop. The clerk will then forward these to Cormac and request for a map of the changes to be drawn up that we can use to consult with the community.

60/23 Finance:

a) To receive the financial ‘Statement of Accounts’ for the year to date and to approve payments.

Name	Details of payment	Cost	VAT	Total
Sage	Payroll	£ 7.00	£ 1.40	£ 8.40
Zurich	Annual Insurance Fee	£ 904.92		£ 904.92
Vision ICT	Website Hosting 2023/2024	£ 129.00	£ 25.80	£ 154.80
M Pearson	Grass Maintenance	£ 390.00		£ 390.00
M Pearson	PROW's Maintenance	£ 50.00		£ 50.00
O2	Mobile Phone	£ 23.57	£ 4.71	£ 28.28
Mrs S Trethewey	Salary Month 2			
Mr G Brunsden	Salary Month 2			
Mrs S Trethewey	Expenses	£ 26.00		£ 26.00
Cornwall Climate Care	Film Screening - Climate Group	£ 50.00		£ 50.00
St Erme PFL	Hall Hire - Climate Group	£ 66.80		£ 66.80
St Erme PFL	Hall Hire - April	£ 26.00		£ 26.00
Playsafety Limited	Annual Play Equipment Inspection	£ 160.50	£ 32.10	£ 192.60
M Pearson	Grass Maintenance	£ 195.00		£ 195.00
M Pearson	PROW's Maintenance	£ 550.00		£ 550.00
		£ 4,147.53	£ 64.01	£ 4,211.54

The following additional invoices had been received and included in the above:

St Erme Playing Field Trust (Hall Hire – May) = £26.00

Vision ICT (Additional email hosting) £18.00 + £3.60 VAT = £21.60

It was proposed and seconded with all in favour and therefore

RESOLVED that the ‘Statement of Accounts’ be approved as a true record and duly signed. The Clerk will arrange for the payment of invoices.

b) To receive and discuss the council’s receipts and payments against the budget.
Members had received a copy and there were no questions.

c) To receive and adopt the Council’s Annual Report for 2022/2023 and arrange printing.

The Annual Report for 2022/2023 had been previously circulated and it was proposed and seconded with all in favour and therefore

RESOLVED that the Annual Report 2022/2023 be adopted. The clerk will arrange for printing through Cornwall Council and the report will be delivered to every household in the parish.

61/23 To receive a letter from a parishioner regarding anti-social behaviour in the village and agree any action required.

Members discussed this item, and it was noted that the Police were in contact with the parishioner to address the issues and will keep the Clerk and Cllr Glasson (Cornwall Councillor) updated. It was agreed to monitor the situation.

62/23 To receive the annual ROSPA Report for the Council’s play equipment and agree on any action if required.

Members considered the report and there were no areas of concern highlighted. Members considered all the risks, and it was agreed to obtain quotations where possible to carry out maintenance that was highlighted in the report to include the following:

- Climbing Frame – School Park
- Safety Surfacing - School Park
- Adjustment of swings School Park
- Treatment of rust on the balance board
- Repair of ‘Rocker Beam’
- Repair the safety matting in the tunnel (Community Centre)

63/23 To receive an email from a parishioner requesting that the ‘No Dog’ signs are replaced with a larger sign placed on each gate of the ‘School Playing Field’.

This item was discussed, and it was agreed that new signage was required to be placed on the gates of the two entrances. It was therefore

RESOLVED to purchase two ‘No Dog’ signs at a cost of £12.76

Cllr Trethewey, Cllr Hodgkinson, and Cllr Light had declared an interest on the next item and left the room.

Cllr Glasson left the meeting.

It was proposed and seconded for Cllr S Jones to chair the next agenda item.

64/23 To receive a request from the St Erme Playing Field Trust in support of applying to the S106 monies to replace parts of the fencing at Trencreek Park.

This item was discussed, and it was proposed and seconded and therefore

RESOLVED to support the request of the S106 monies to be released to the St Erme Playing Field Trust towards the cost of repairing the fencing.

Cllr Trethewey, Cllr Hodgkinson, and Cllr Light rejoined the meeting.

Cllr Trethewey chaired the remaining meeting.

65/23 To receive and agree on quotations for Road Sweeping for this financial year.

The Clerk had requested three quotations and it was proposed and seconded and therefore

RESOLVED for Southwest Sweepers to carry out the Council' road sweeping for 2023/2024

66/23 To consider the council's Internal Audit report and 'Review the Council's 'Effectiveness of Internal Control's and address any recommendations.

Members considered and reviewed the Council's Internal Audit report and the 'Review of the Council's Effectiveness of Internal Control's' and associated risks. There were no recommendations highlighted in the review and all risks had been considered.

67/23 'General Data Protection Regulations' (GDPR):

To update and carry out the Annual Data Protection Report and review the 'Privacy' policy.

Members completed the 'Annual Data Protection Report' and reviewed the 'Privacy Policy'. It was agreed for members to attend any future training if required.

68/23 To receive information regarding the new Community Area Partnership and agree a nominated voting representative for the meeting.

This item was discussed, and it was proposed and seconded and therefore

RESOLVED for Cllr S Jones to be the Council's nominated representative for the Community Area Partnership. Cllr Trethewey will be the reserve nomination.

69/23 To agree another representative on the Climate Adaption Working Group.

It was agreed for the Clerk to inform members of the date of the next meeting, members can attend a meeting and then decide if they would like to come onto the committee.

70/23 Councillors to report on any meetings attended as representative:

• **St Erme Climate Adaptation Working Group.**

Cllr Trethewey reported that the groups 'Film & Food' evening was well attended with about 50 people attending, there was a lot of interest in the group, and they received good feedback. The community garden was doing well, and some produce is being used in the Centre's kitchen and in the Community Larder.

• **St Erme Playing Field Trust.**

Cllr Hodgkinson reported that the Community Larder is supporting in the region of 35 families, they are no longer collecting food surplus from Lidl and Aldi as the amount being collected did not justify the travel and time taken to collect the small quantities received.

The goal mouths on the football field have been reseeded and the annual inspection of Tren creek Park had been carried out.

• **St Erme Village Hall.**

Cllr S Jones reported that they had held their AGM and the roles for Treasurer and Secretary had changed. They have adopted new policies and reviewed their conditions for hiring.

71/23 To agree the date and time of the next meeting of the Council on Tuesday 4th July 2023.

The above date and time were agreed.

SIGNED

CHAIRMAN

DATED