



The minutes of the meeting held on Tuesday 3rd October 2023 at the St Erme Community Centre.

Those present:

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

In attendance:

Mrs Sally Trethewey (Clerk)

88/23 To accept apologies:

Apologies were received and accepted from Cllr Hodgkinson (personal reasons) and Cllr Glasson (Cornwall Councillor).

89/23 Declarations of Interest in items on the agenda

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

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

17) Staff / Employment.

- b) Clerk's salary review, appraisal, and authorisation of overtime payments

90/23 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.

There were no members of the public present.

91/23 To approve the minutes of the meeting held on Tuesday 5th September 2023.

The minutes previously circulated were agreed and it was therefore,

RESOLVED that the minutes of the meeting held on Tuesday 5th September 2023 be approved as a true record and duly signed.

92/23 Councillors to discuss any matters with Cornwall Councillor if present.

Cllr Glasson had forwarded the following report:

Cornwall Council's Draft Budget - The draft budget is now out, and anyone can have their say on this until 12th November at the link below:

[Cornwall Council Draft Budget 2024/2025 | Let's Talk Cornwall](#)

Bin Collections – An explanation on the reasons behind the increase in cost for emptying additional private bins for council's was provided.

The Clock and Key Pub - A response from building control has been chased regarding the ongoing works and the road closure.

Maternity Leave – Cllr Glasson will be on maternity leave soon and contact details of another Cornwall Councillor will be forwarded shortly for any queries.

93/23 Clerks update and report.

The clerk reported on the following:

- **Tregassow Lane Bench** – The bench has been delivered and we are waiting for this to be installed.
- **Defibrillator maintenance** – Replacement batteries were required, and these have been purchased.
- **Cornwall Council Briefing** – Cornwall Council had forwarded details of the new rubbish, recycling, and food waste collection services.
- **New Solar Interactive Speed Sign** – This sign is now in place and up and running.
- **Cornwall Council 'Notice of Road Closure' intention:**
A39 Carland to Union Hill Truro
30th Oct to 3rd Nov 19.00hrs to 06.00hrs.
Annual maintenance works

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

94/23 Planning:

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

i) **PA23/06841: Millbrook Cottage**

Extension of domestic curtilage, demolition of existing barns, outbuildings to for an indoor swimming pool.

This application was considered, and it was proposed and seconded and therefore,

RESOLVED to support the application with the following conditions and recommendation:

That the proposals are tied to the main dwelling house and cannot be used for any type of business use.

As a recommendation we would like to see the use of some sort of renewable energy incorporated in the proposals.

Please note that the application stated that the proposals will connect to the mains sewer. There are no mains sewers in this area, so can it be checked that suitable disposal is included in the application.

ii) **PA23/00024/NDP: St Newlyn East Parish Council**

St Newlyn East and Mitchell Neighbourhood Development Plan

This application was considered, and it was proposed and seconded and therefore,

RESOLVED to support the NDP with the following comments:

The Council would welcome a cycleway link to St Erme and then a direct link to Truro in the future.

- b) **Other planning issues:**

i) **To update on Cornwall Council planning decisions.**

There were no updates.

95/23 Highways:

- a) **To update on the Community Speed Watch.**

Members of the Community Speed Watch have now completed their training. The Clerk and Cllr Hodgkinson as coordinators can train and sign off any new members. We are now set up and ready to start.

- b) **To update on additional 20mph signage north of the village and agree how to take this forward.**

We are waiting for a quotation for these works.

- c) **To confirm the consultation dates for proposals for the parking restrictions and accessibility in the village.**

We have booked Friday 17th November 6.00pm to 8.00pm and Saturday 18th November 11.00am to 3.00pm to hold the consultation at the Community Centre. This will be advertised in the Parish Post, on the Facebook Page, website, and parish noticeboards.

96/23 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	£ 8.00	£ 1.60	£ 9.60
O2	Mobile Phone	£ 23.57	£ 4.71	£ 28.28
Mrs S Trethewey	Salary Month 6			
Mr M Kendall	Salary Month 6			
M Pearson	Grass Verges	£ 195.00		£ 195.00
Mrs S Trethewey	Expenses	£ 229.22	£ 40.66	£ 269.88
BDO LLP	Limited Insurance Review	£ 315.00	£ 63.00	£ 378.00
A to Z Supplies	Bin Bags / A4 Paper	£ 44.98	£ 9.00	£ 53.98
Robert Acton Product Developments	Litter Picking Bag Holder	£ 40.00	£ 8.00	£ 48.00
St Erme PFL	Hall Hire - August	£ 34.00		£ 34.00
Trispen Methodist Church	Grant - Hardship Fund	£ 550.00		£ 550.00
HMRC	2nd Qtr	£ 281.61		£ 281.61

The following additional invoices were added to the payments:

M Pearson (weed treatments – additional) = £36.60

M Pearson (weed treatments) = £580.00

British Heart Foundation (defib batteries) = £65.00 cost + £13.00 VAT = £78.00

St Erme PFL (hall hire Sept) = £18.00

The 'Statement of Accounts' previously circulated were agreed and it was therefore,

RESOLVED that the 'Statement of Accounts' be approved as a true record and duly signed.

- b) **To receive and discuss the council's receipts and payments against the budget.**

Members had received copies of the council's receipts and expenditure against budget and a copy of the bank reconciliation; there were no questions.

- c) **To update the Council's Bank Mandates and signatories.**

The bank mandate was approved, and it was, therefore.

RESOLVED for Cllr Trethewey and Cllr S Jones to sign the bank mandate adding Cllr Gould as a signatory on the Council's bank accounts.

- d) **To receive the 'Notice of Conclusion of Audit' for year ending 31st March 2023**

The 'Notice of Conclusion of Audit' had been received with no issues highlighted and the Clerk confirmed that the statutory notices had been displayed in the Council's noticeboards and on the website.

- e) **To discuss the Council's 1st draft precept for 2024/2025 and the format of the public precept meeting to be held on Tuesday 21st November 2023.**

Members discussed the first draft budget and made a few changes and recommendations. The Clerk will draw up two revised budgets to be put forward at the next meeting of the council.

It was agreed to write to Devon & Cornwall Speed Watch to see if they can send a speaker to the meeting and to ask the Trispen & St Erme Hardship Fund for a report for the meeting.

The Clerk will contact the St Erme WI regarding providing the refreshments at cost.

97/23 To consider and respond to an email from Cornwall Council regarding.

a) Their review of our 'Cornwall Council Agency Agreement for street cleaning.

Members discussed this item at length, and it was agreed for the Clerk to request a meeting with Cornwall Council to put forward the Council's concerns and to ask questions on what the reviewed grant amount was based on; and what it included. It was agreed for the Clerk, Cllr Gould, and Cllr P Jones to attend the meeting which will be on Microsoft. Teams.

The Clerk will ask for further information and clarity prior to the meeting.

b) Changes to 'Chargeable Cleansing for – Litter/dog bin collections

Members felt that this new chargeable amount was a significant increase even though an explanation from Cornwall Council had been received. The cost from emptying one dog bin would increase from £45.65 pa to £299.61 pa.

98/23 To consider and respond the following consultations.

a) Cornwall Council 'Licensing Act Policy Review'.

There were no comments made on this consultation.

b) Cornwall Council's 'Draft Budget 2024/2025'.

There were no comments made on this consultation.

99/23 To discuss and consider grass maintenance around the Council's play equipment at the School Playing Field and weed treatments on the mulch safety surfaces.

The Clerk had noticed that the grass had not been cut around the play equipment at the school playing field. It was agreed to request a quotation from the contractor if this is not included in the Council's next cut of the field.

It was discussed and agreed that the best way to deal with the weeds on the mulch safety surface would be to include these areas within the annual weed treatments. A quotation from our contractor was £73.20pa to include this area. It was therefore,

RESOLVED to include this cost in the budget for the new financial year.

100/23 To consider taking part in 'D-Day 80' in commemoration of the 80th anniversary of the D-Day landings.

This item was discussed, and it was agreed to contact the local organisations to see if they were planning any events for this and to put £200 into the Chairmans Fund in next years budget that could go towards any community events.

The Clerk was asked to write to the landowners to see if they wish to have a beacon on their land as part of the 'Lamp Light for Peace'.

101/23 To agree the purchase of a memorial wreath for Remembrance Day (under Section 137 of the Local Government Act (LGA) 1972) and agree for the Chairman to attend the Village Remembrance Day Service at St Erme Church.

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

RESOLVED to purchase a memorial wreath and for the Chairman to attend the Remembrance Day Service on behalf of the Council.

102/23 Councillors to report on any meetings attended as representative:

• St Erme Playing Field Trust (Cllr Hodgkinson)

Cllr Hodgkinson reported that the 'Trust' was looking at quotations to replace their fascia boards. Ther AGM was being held on 16th October. They were currently looking for funding for new LED

lighting. They are purchasing a security barrier for the entrance to the sports fields and will be receiving funding from the s106 monies to pay for this. A Christmas Lights sub committee has been formed to raise funding for this year's lights.

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

Cllr S Jones reported that the next meeting was due to take place on 5th October.

- **St Erme Community Enhancement Group (Cllr Trethewey)**

Cllr Trethewey reported that they were currently looking for funding towards restoring the listed finger posts and that they are going to organise another day to tidy up the flower beds outside the Community Centre.

103/23 To agree the date and time of the next meeting of the Council on Tuesday 7th

November 2023 and the Public Precept meeting on Tuesday 21st November 2023.

The above dates and times were agreed.

PART 2

Pursuant to section 1(2) of Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of the following agenda items.