



The minutes of the meeting held on Tuesday 2nd April 2024 at the St Erme Community Centre.

Those present:

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

In attendance:

Mrs Sally Trethewey (Clerk).

1/24 To accept apologies.

Apologies were received and accepted from Cllr Barnes (work commitments), Cllr Light (unwell) and Cllr Karen Glasson (Cornwall Councillor)

2/24 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 Gould 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.

PA24/01840: Land adjacent to Castle Cottage, Trispen, Truro.

Placement of three portable cabins/shepherd's huts on amenity land associated with Castle Cottage.

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

9) Finance:

- c) To consider and agree on the distribution of grants to parish organisations for 2024/20245 as per the Council's Grant Policy.

Cllr Trethewey, Cllr P Jones, and Cllr Hodgkinson declared a non-pecuniary interest in the following agenda item:

9) Finance:

- d) To agree to transfer the Climate donations monies of £442.85 to the St Erme Community Enhancement Group for environment projects.

Cllr Gould declared a non-pecuniary interest in the following agenda item:

8) Highways:

- d) To discuss and agree on maintenance of the land/grass verge to the north of the Treworgan View junction, Trispen Hill.

Cllr Trethewey declared a pecuniary interest on the following item:

16) Staff / Employment.

- c) Cllr Gould to update on advice received regarding the Clerks gratuity/pension contributions.

3/24 Dispensations

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

This item was discussed, and it was agreed to approve dispensations on items in relation to the following. Cllr Gould (Trispen & St Erme Funday Committee and the St Erme Playing Field Trust), Cllr Hodgkinson (Trispen & St Erme Funday Committee and the St Erme Playing Field Trust and Cllr Trethewey (St Erme Community Enhancement Group). It was therefore proposed and seconded and

RESOLVED that the dispensations above be approved for this meeting as 'without a dispensation on these items the number of persons unable to participate in the transactions of business would be great as to impede the transaction of business. These members will be able to participate in any vote and discussion of that business by that body.

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.

4/24 To approve the minutes of the meeting held on Tuesday 5th March 2024.

The minutes previously circulated were agreed and it was proposed and seconded with all in favour, and therefore,

RESOLVED to approve the minutes of the meeting held on Tuesday 5th March 2024 as a true record and were duly signed by the Chairman.

5/24 Councillors to discuss any matters with Cornwall Councillor if present.

Cllr Glasson had given her apologies for the meeting and there were no questions from members.

6/24 Clerks update and report.

The clerk updated on the following:

Cornwall Council & CALC

Members had received an invitation to join the Cornwall Council Partnership and these details had been forwarded to all members.

Cornwall Council:

- Members were informed that we had received notification that additional funds had been allocated to the Community Capacity Fund.
- Members received an update on the refuse & recycling collections at Killigrew Gardens, Polglase Walk and Trevella Vean regarding changes to the collection points being put in place from May.

Cornwall Farmers

Members had received information on the 'Protest against Governments & Council's disputed Net Zero Theory Policies.'

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

7/24 Planning:

Cllr Trethewey had declared a non-pecuniary interest on the next item and left the room.

Cllr Hodgkinson and Cllr Gould had declared a non-pecuniary interest on the next agenda item but had received a dispensation to discuss and vote on this item.

- a) To consider any planning applications received up to the date of the meeting.
PA24/01840: Land adjacent to Castle Cottage, Trispen, Truro.
Placement of three portable cabins/shepherd's huts on amenity land associated with Castle Cottage.**

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

RESOLVED to support this application with the following conditions.

- 1) There is a restriction that the application is for short term holiday lets only and not be used as permanent residencies.
- 2) Clarification and conditions put in place on how and where the chemical toilets and foul drainage for the water etc. will be disposed of, as this is not stipulated in the application.

Cllr Trethewey rejoined the meeting.

b) To update on other planning issues:

Planning Application PA23/00819 has been APPROVED by Cornwall Council.

8/24 Highways:

a) To update on the Community Speed Watch.

Elaine Fell (Devon & Cornwall Speed Watch Manager) attended our Annual Parish meeting as a guest speaker on the 19th March and letter of thanks has been sent to Elaine. The annual Speed Watch Conference is on Tuesday 8th October and is open to Community Speed Watch members.

b) To update on the delivery of additional 20mph signage north of the village.

These works have now been completed by Cormac.

c) To update on the proposed 'Parking Restrictions.'

The plans have been submitted to Cornwall Council/Cormac for consideration.

Cllr Gould had declared a non-pecuniary interest on the next item and left the room.

d) To discuss and agree on maintenance of the land/grass verge to the north of the Treworgan View junction, Trispen Hill.

This item was discussed, and it was agreed that we can clear back this section as it falls within our SLA Agreement with Cornwall Council and will help with the visibility of the junction. A quotation from our contractor had been received to carry these works and this will fall within the Council's budget for the year. It was proposed and seconded and therefore,

RESOLVED for Mr Pearson the Council's contractor to arrange for these works to be carried out as soon as possible at the quoted cost of £225.00.

Cllr Gould rejoined the meeting.

9/24 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
PWLB	Loan repayment	£ 2,763.57		£ 2,763.57
Printerland	Ink Toner	£ 270.05	£ 54.01	£ 324.06
Sage UK	Payroll	£ 8.00	£ 1.60	£ 9.60
O2	Mobile Phone	£ 23.57	£ 4.71	£ 28.28
M Pearson	Grass Verges	£ 195.00		£ 195.00
A to Z Supplies (Findel)	Refuse Sacks & Fites	£ 43.13	£ 8.63	£ 51.76
Mrs S Trethewey	Salary Month 12			
Mr M Kendall	Salary Month 12			
Nest	Pension Contributions (March)			
HMRC	HMRC Payment			
Mrs S Trethewey	Expenses	£ 26.00		£ 26.00
St Erme Parish Post	Annual cost	£ 290.00		£ 290.00
St Erme Playing Fields Ltd	Hall Hire (Feb)	£ 44.00		£ 44.00
Mr K Barredell	Reimburse - Seeds Climate Group	£ 95.05		£ 95.05
		£ 5,863.99	£ 68.95	£ 5,932.94

The invoices for payment below were included in the above accounts for payment
St Erme Playing Field Ltd (Hall Hire – March) = £44.00
Cornwall Council (Learning Hub Licence fee) £35.00 + £7.00 VAT = £42.00

Cllr S Jones left the room.

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

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

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

Members had received copies of the receipts and payments against the budget and the bank reconciliations and there were no questions.

Cllr S Jones rejoined the meeting.

Cllr Trethewey, Cllr Gould, and Cllr Hodgkinson declared a non-pecuniary interest in the following agenda item.

Cllr Hodgkinson and Cllr Gould had declared a non-pecuniary interest on the next agenda item but had received a dispensation to discuss and vote on this item.

Cllr Trethewey left the room.

c) To consider and agree on the distribution of grants to parish organisations for 2024/20245 as per the Council's Grant Policy.

This item as discussed at length and the allocations were agreed for the current financial year within the budget set of £4,000 as presented at the Council's Public Precept meeting in November 2023.

The Clerk will inform each organisation of the amount set aside that they can apply for under the conditions of the Council's Grant Policy.

Cllr Trethewey rejoined the meeting.

Cllr P Jones and Cllr Hodgkinson declared a non-pecuniary interest on the next agenda item and left the room.

Cllr Trethewey had declared a non-pecuniary interest but had received a dispensation on this item to discuss and vote on this agenda item.

d) To agree to transfer the Climate donations monies of £442.85 to the St Erme Community Enhancement Group for environment projects.

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

RESOLVED that the sum of £442.85 be transferred to the St Erme Community Enhancement Group with the condition that the monies are used on projects that fit within the Council's Environment Policy and that the monies are ringfenced and shown under a separate header within their accounts for this purpose.

Cllr Hodgkinson and Cllr P Jones rejoined the meeting.

10/24 To receive and adopt the 'Dignity at Work policy.

This policy previously circulated was agreed and it was proposed and seconded with all in favour, and it was therefore,

RESOLVED to adopt the Council's 'Dignity at Work' policy.

11/24 To receive and discuss a draft 'Community Benefit' policy.

The draft policy was discussed, and minor changes were made, and it was agreed to put the reviewed policy forward at the next meeting of the Council to be adopted.

12/24 To receive and agree on the 'Grass Cutting' SLA agreement with Cornwall Council for 2024-2025.

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

RESOLVED to continue the 'Grass Cutting SLA' agreement with Cornwall Council for 2024-2025.

13/24 To review the following:

- **The council's Risk Assessment**

Members reviewed the Council's risk assessment and minor changes were made. The Council and Clerk will continue to review and monitor any risks with Council activities throughout the year.

- **The council's Insurance cover**

Members reviewed their current Insurance Policy, and it was agreed for the clerk to obtain three quotations for the annual renewal due on 1st June 2024 and request a three-year agreement too to be considered at the next meeting of the Council.

- **The council's Grant's Policy**

Members reviewed the Council's Grant Policy, and it was agreed that no changes were required.

14/24 Councillors to report on any meetings attended as representative:

- **St Erme Playing Field Trust (Cllr Hodgkinson).**

Cllr Hodgkinson reported that the soffits and guttering was now going to be renewed on the Community Centre during June. The committee were looking for a new treasurer.

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

Cllr Trethewey reported that the 'Big Help Out' was taking place on 19th May 2024, where the committee will be holding a consultation on the historical finger posts and there will be the opening of the Community Garden.

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

Cllr S Jones stated that the Village Hall committee will be holding an open day and week of events for all ages to celebrate their centenary year. They are looking at getting the floor to be varnished during August.

15/24 To agree the date and time of the Annual meeting to be held on Tuesday 7th May 2024 at the St Erme Community Centre.

The above date and time 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.

SIGNED

CHAIRMAN

DATE

CONFIDENTIAL

CONFIDENTIAL