



The minutes of the meeting held on Tuesday 4th June 2024 at the St Erme Community Centre.

Those present:

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

In attendance:

Cllr Karen Glasson (Cornwall Councillor).

Cllr Light took the minutes of the meeting in the absence of the Clerk.

39/24 To accept apologies.

Apologies were received and accepted from Nick Cooper (Costain Ltd), Cllr Barnes (work commitments) and Sally Trethewey – Clerk (unwell).

40/24 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:

19) Staff / Employment.

- b) Cllr Gould to update on advice received regarding the Clerks gratuity/pension contributions and to formally agree payment to the 'Clerk's' NEST Pension.

41/24 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.

42/24 Nick Cooper (Costain Ltd) - To give an update of the scheduled opening of the new dualling of the A30.

Nick Cooper had given his apologies.

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.

43/24 To approve the minutes of the annual meeting held on Tuesday 7th May 2024.

The minutes previously circulate were agreed and it was proposed and seconded, and it was therefore,

RESOLVED that the minutes of the annual meeting held on Tuesday 7th May 2024 be approved as a true record and duly signed.

44/24 Councillors to discuss any matters with Cornwall Councillor if present.

Cllr Light raised the issue with Cllr Glasson regarding the parking in Truro which will be made worse now the Moorfield car park has had to be partially closed. Cllr Trethewey discussed the viability of making a temporary car park at Pydar House in the meantime.

45/24 Clerks update and report.

The Clerk had forwarded the following report.:

- The clerk has purchased two 'No Dog' signs to replace the damaged ones on the School Playing Field gates at a cost of £19.45, to be re-imbursed.
- It was reported that damage has been caused to the safety surface under the swings at the School Playing field through vandalism, this has been reported to the police. It was agreed to obtain quotations for repair and for complete renewal to be considered at the next meeting. Harras safety fencing has been put around the area for safety for a one-off cost of £50.00 to the Trispen & St Erme Funday.
- Members have received a copy of a letter sent out to several households by Cornwall Council regarding information on new household rubbish and recycling collection points. There have been some initial problems with the changes, and it was agreed for Clerk too report these issues.
- Members had received advice from NALC regarding – 'Publicity during the Pre-Election Period.'
- The Council's 'Civility & Respect Pledge' has now been entered onto the SLCC Civility & Respect site.
- Members have received a copy of the new 'Good Councillor Guide.'

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

46/24 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.**

PA24/01840: Land Adjacent to Castle Cottage: APPROVED WITH CONDITIONS

PA24/02096: The Caravan, land adjacent to Pengelly Cottage: APPROVED WITH CONDITIONS

47/24 Highways:

- a) To update and discuss the costings received for the proposed 'Parking Restrictions.'**

Members discussed the quotation received from Corserv Ltd to carry out the 'Statutory Consultations' for the TRO for the parking restrictions scheme and it was agreed that due to the high costings quoted that it would be best to put this on hold. If highways funding is available in 2025, we would put the scheme forward for funding to help with the costs.

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

Cllr Hodgkinson updated that they had held two sessions in the last month with two vehicles that have been reported at the site to the north of the village. Cllr Hodgkinson will arrange further sessions.

48/24 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
Zurich	Annual Insurance Fee	£ 1,036.18		£ 1,036.18
Sage UK	Payroll	£ 8.00	£ 1.60	£ 9.60
O2	Mobile Phone	£ 25.64	£ 5.13	£ 30.77
Mrs S Trethewey	Salary Month 2			
Mr M Kendall	Salary Month 2			
Nest	Pension Contributions (May)			
Mrs S Trethewey	Expenses	£ 42.21	£ 3.24	£ 45.45
Corserv Solutions Ltd	Highways Signage and Installation	£ 860.44	£ 172.09	£ 1,032.53
		£ 2,263.27	£ 182.06	£ 2,445.33

The 'Statement of Accounts' previously circulated were agreed and 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 payment of the invoices.

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

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

c) To receive and adopt the Council's Annual Report for 2023/2024 and arrange printing.

The 'Annual Report for 2023/2024' previously circulated was agreed and it was proposed and seconded and therefore,

RESOLVED to adopt the Council's Annual Report for 2023/2024 and for the Clerk to arrange printing through Cornwall Council at a cost of £53.29.

49/24 To receive a quotation and approve the replacement of a damaged cradle swing at the School Playing Field.

This item was discussed, and it was agreed and therefore,

RESOLVED to purchase a new cradle seat from Wicksteed at a cost of £149.19.

50/24 To receive the new 'NALC Model Financial Regulations 2024' and to review the Council's Financial Regulations with the new recommendations and update where required.

Members discussed NALC's new Model Financial Regulations 2024 and it was agreed to put forward the draft recommendations for adoption at the next meeting.

51/24 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 'Internal Audit' and that all risks had been considered and it was agreed to review the Council's On-Line banking procedures at the next meeting of the Council in line with the new Financial Regulations.

52/24 'General Data Protection Regulations' (GDPR):

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

It was agreed to forward this agenda item to the next meeting.

53/24 To discuss looking into developing a Community Plan in partnership with Parish Organisations for the 'Health & Wellbeing' of the community.

Cllr Trethewey stated that following the last Roseland & Truro Community Area Partnership meeting they talked about 'Health & Wellbeing' in communities, and that it would be good to look at this in more detail to see what we could offer to our community for the benefit for our parishioners. It was felt that this was a good idea and for Cllr Hodgkinson and Cllr Trethewey to take this forward and ask the Clerk to arrange a meeting to invite representatives from Parish Organisations to see if we can take this forward.

54/24 To consider and agree to purchase the 13th Edition of Arnold-Bakers 'Local Council Administration' book, at a cost of £137.00 and the 'Clerk's Manual 2023 at a cost of £47.50.

This item was discussed, and it was agreed and therefore,

RESOLVED to purchase both the books from the Society of Local Council Clerks at a total cost of £184.50 plus delivery.

55/24 Councillors to report on any meetings attended as representative:

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

Cllr Hodgkinson stated that the new facias and guttering was being carried out on the Community Centre this month. They now have a new treasurer for the Playing Field Trust.

- **St Erme Village Hall (Cllr Gould)**

Cllr Gould attended the AGM and the officer roles had been filled. He reported that the committee talked about their forthcoming centenary celebrations.

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

Cllr Trethewey reported that they had fifteen people turn up for the 'Big Help Out, who carried out litter picking, cleaned guttering, filled potholes, and did some weeding. About twenty people turned up for the opening of the Community Garden.

At their next meeting they are going to look at holding a food demonstration evening in the Autumn.

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

Cllr Gould was unable to attend their last meeting but had a copy of their minutes.

56/24 To agree the date and time of the next meeting of the Council on Tuesday 2nd July 2024.

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

CHAIRPERSON

DATED

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