



The minutes of the meeting held on Tuesday 3rd September 2024 at the St Erme Community Centre.

Those present:

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

In attendance:

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

77/24 To accept apologies.

Apologies were received and accepted from Cllr Light (holiday) and Cllr Barnes (work commitments). Cllr Glasson sent apologies as she will be late to the meeting.

78/24 Declarations of Interest in items on the agenda

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

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

7) Planning:

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

- PA24/05649: 56 Killigrew Gardens, St Erme, Truro

The installation of an air source heat pump unit at the rear of the property within 1m of the neighbouring boundary.

- PA24/05643: 2 Truthan View, Trispen, Truro

Single storey rear extension with first floor side extension over garage.

- PA24/06334: Pell Mena, St Erme, Truro

Removal of the existing rear conservatory and detached garage and the construction of a two storey rear replacement extension and single storey side extension with associated landscaping.

The clerk declared an interest on Planning Application PA24/06334.

79/24 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.

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 questions or comments from the members of the public present.

80/24 To approve the minutes of the meeting held on Tuesday 2nd July 2024.

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

RESOLVED that the minutes of the meeting held on Tuesday 2nd July 2024 be approved as a true record and duly signed.

81/24 Councillors to discuss any matters with Cornwall Councillor if present.

It was agreed to forward this item to later in the meeting when Cllr Glasson is present.

82/24 Clerks update and report.

The clerk updated on the following:

Cornwall Council: Consultation *DRAFT revised 'Statement of Principles – Gambling Act 2005'*

Members had previously been forwarded a copy and there were no comments.

Cornwall Council: Notification of roads Closures intention

Members were informed of the following:

- St Erme to Nankilly, St Erme: 7th October 2024 (9.30am to 3.30pm).
- A39 Carland Cross to Union Hill, Truro: 21st Oct to 25th Oct (7.00pm to 06.00am)

Damaged Noticeboard: The noticeboard at the top of Eglos Road requires maintenance and is unable to be used.

Rural Villages Service Group Subscription – This subscription had been previously agreed at the last meeting, and on receipt of further information the minimum subscription is for two years as it is required to give twelve months' notice. Members agreed to the two-year subscription be paid and reviewed annually.

Mobile Phone Contract: Notification on the changes to the council's phone contract had been received. It was agreed to change to a sim only contract as the phone was still in good condition. The cost will be £11.00 plus VAT per month. This will commence on 9th September 2024.

St Erme Community Centre: Members were informed of an increase in hire charges of the Community Centre starting from October.

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

Cllr Trethewey had declared a non-pecuniary interest on the following agenda items and left the room.

Cllr Hodgkinson chaired the next items.

83/24 Planning:

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

- **PA24/05649: 56 Killigrew Gardens, St Erme, Truro**

The installation of an air source heat pump unit at the rear of the property within 1m of the neighbouring boundary.

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

RESOLVED to support this application with no recommendations.

Cllr Trethewey remained out of the room.

- **PA24/05643: 2 Truthan View, Trispen, Truro**

Single storey rear extension with first floor side extension over garage.

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

RESOLVED to support this application with no recommendations.

The clerk had declared an interest and left the room and Cllr Trethewey remained out of the room.

- **PA24/06334: Pell Mena, St Erme, Truro**

Removal of the existing rear conservatory and detached garage and the construction of a two-storey rear replacement extension and single storey side extension with associated landscaping.

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

RESOLVED to support this application with no recommendations.

The Clerk and Cllr Trethewey rejoined the meeting and stood back in as Chairperson.

Cllr Glasson (Cornwall Councillor) joined the meeting.

b) To update on Cornwall Council planning decisions.:

- **PA24/04237: 47 Truthan View, Trispen – APPROVED**

Members were informed of the above Cornwall Council planning decision.

c) Other planning updates:

- **Briefing Note: Proposed changes to the NPPF**

Members had been informed about the proposed changes to the NPPF, there were no comments.

84/24 Councillors to discuss any matters with Cornwall Councillor if present.

Cllr Trethewey stated that the 'No Mow May' was not working in some areas and the grass in places has not been cut since May. He felt that there are areas within the built-up housing estates where the grassed areas are a recreational area and should be maintained and not included in the 'No Mow May' scheme. Since the programme started these areas do not have any wildflowers.

Cllr Glasson said that she will look into this and asked the Clerk to forward emails sent to Cornwall Council regarding this.

85/24 Highways:

a) To update on the Community Speed Watch.

Cllr Hodgkinson reported that the Clerk met with Elaine Fell (Community Speed Watch Manager) regarding new 'Body Worn Camera's.'

During July, the group held two sessions at Eglos Road (South) where 10 vehicles were recorded doing more than 20mph and have been entered onto the system. Nine of these were in one session between 7.30am and 8.30am.

b) To update on items regarding the Public Rights of Way.

The Clerk had reported the overgrown hedge along PROW's Number (321/11/1) to the Countryside Access Team who forwarded this to Cornwall Highways who have responded stating that they have checked the area and that there is no immediate safety hazard at the time and will monitor it. The Clerk to forward any correspondence to Cllr Glasson.

c) To update on the flooding issues at Trispen Hill.

Cllr Glasson had forwarded the following update on the recent activity at the site.

'The recent activity has been the finalising of the survey work; this has been to enable a design for the repairs to be created that will be fit for purpose.'

d) To update with regards to the signage on the A30 Chiverton to Carland Cross.

A response from Cornwall Council and National Highways had been received stating that there will be no additional signage to signpost vehicles to the village and to the crematorium.

Cllr Glasson stated that she will take this up with the Portfolio Holder to at least look at getting signage for the Crematorium.

e) To update and discuss Cornwall Council's grass maintenance of the verges.

This item was discussed and addressed under Minute No 84/24.

86/24 Finance:

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

To be approved at the meeting held on Tuesday 3rd September 2024				
Name	Details of payment	Cost	VAT	Total
Sage UK	Payroll	£ 8.00	£ 1.60	£ 9.60
O2	Mobile Phone	£ 25.64	£ 5.13	£ 30.77
Cornwall Council	Annual Report - Printing	£ 53.29		£ 53.29
SWPSI	Wet Pour safety surface repairs	£ 475.00	£ 95.00	£ 570.00
St Erme PFL	Hall Hire - June	£ 20.00		£ 20.00
M Pearson	Grass Verges - July	£ 195.00		£ 195.00
SWPSI	Rubber Mulch Safety Surface	£ 1,600.00	£ 320.00	£ 1,920.00
Mrs S Trethewey	Salary Month 4			
Mr M Kendall	Salary Month 4			
Nest	Pension Contributions (July)			
Sage UK	Expenses	£ 10.00	£ 2.00	£ 12.00
O2	Mobile Phone	£ 25.64	£ 5.13	£ 30.77
Vision ICT	Website SSL Certificates	£ 50.00	£ 10.00	£ 60.00
British Heart Foundation	Defib Batteries	£ 65.00	£ 13.00	£ 78.00
Lyreco UK Ltd	Stationary	£ 29.97	£ 5.99	£ 35.96
M Pearson	Grass Verges - August	£ 195.00		£ 195.00
Mrs S Trethewey	Salary Month 5			
Mr M Kendall	Salary Month 5			
PWLB	Loan Repayment	£ 2,715.02		£ 2,715.02
Nest	Pension Contributions (August)			
Mrs S Trethewey	Expenses	£ 141.99		£ 141.99
BDO LLP	Limited Assurance Review Fee	£ 315.00	£ 63.00	£ 378.00
St Erme PFL	Hall Hire - July/August	£ 41.40		£ 41.40
St Erme Village Hall	Grant - Centenary Celebrations	£ 250.00		£ 250.00
		£ 8,548.87	£ 520.85	£ 9,069.72

Members had received copies of the 'Statement of Accounts' and payments. 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 and for the invoices to be paid.

- 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 update on the Council's on-line banking procedures in line with the new 'Financial Regulations.'

The agreed on-line banking signatories had been added and the Clerk was waiting for an update from the bank. The Clerk will chase this up.

- d) To receive the 'Notice of Conclusion of Audit' for year ending 31st March 2024.

The 'Notification of Conclusion of Audit' for year ending 31st March 2024 had been received and there were no items highlighted or comments recorded. The notice and relevant information will be displayed in the council's noticeboard and website by the designated date.

- e) Members to discuss items for consideration for the 2025/2026 budget.

Members discussed this and put forward items to be considered in the draft budget, which will be discussed at the next meeting of the Council.

f) To receive a report from Cllr Gould for the internal control checks.

Cllr Gould reported that he had carried out the 'Internal Control' checks and that there were no items of concern highlighted.

87/24 To receive and adopt the Council's Financial Regulations.

The draft 'Financial Regulation's' previously circulated were agreed and it was proposed and seconded and therefore,

RESOLVED that the Financial Regulations to be adopted.

88/24 To consider and agree the works required to include in the Council's fixed quotations for grass verges, weed treatments and Public Rights of Way from 1st April 2025 for a three-year contract and agree costs of advertisement.

This item was discussed, and it was agreed to ask for fixed quotations from at least three contractors for a three-year contract for the maintenance of the above areas, there were no changes required to the previous contract.

89/24 To agree the disposal of the Council's filing cabinet.

This item was discussed, and it was agreed that the Clerk can dispose of the old filing cabinet as it was no longer required. The Clerk will update the asst register.

90/24 To update on the 'Health & Wellbeing' meeting held in August and agree to set up a working party and the contents and printing of a community survey.

Cllr Trethewey reported that the meeting was well attended with representatives from local organisations. There are at least five people that would like to join a 'Working Party' (WP), plus Cllr Trethewey as the Parish Council representative, and Cllr Glasson (Cornwall Councillor). They will look to meet late September. 'Terms of Reference' for the group will need to be considered.

It was agreed that the Group can produce a 'Community Survey,' to be delivered to every household in the Parish.

Members need to consider including a budget for 'Health & Wellbeing' in the 2025/2026 budget.

One of the key areas to look at first is the recruitment and retainment of volunteers to join committees and officers' roles. Volunteer Cornwall have agreed to attend a WP meeting.

91/24 To arrange the organisation of the Council's Scarecrow for the villages annual 'Scarecrow' festivities to help raise funds for the villages Christmas lights.

A number of suggestions were put forward including a 'fishing scarecrow.' This will be confirmed, along with other ideas to be considered at the next meeting.

92/24 To receive reports from the Council's Environment Enforcement Officer.

Members had received a report and some of the worst areas for dog fouling seemed to be along Eglos Road, the footpath between Eglos Road and Trispen Hill at the top of the Burrington estate, Chaple Road and the footpath opposite the Village Hall.

The littering around the village was mainly takeaway cartons.

93/24 Councillors to report on any meetings attended as representative:

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

Cllr Hodgkinson said that they had met, but there was not anything to report from the meeting.

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

Cllr Gould reported that they have been organising the centenary celebrations. Members will be carrying out maintenance to the hedges, guttering and hall floor. They need to review how their refuse from the Village Hall is disposed of too.

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

Cllr Trethewey reported that the event with the Truro Nourish Hub went well with over 85 people attending. Food was used from the Community Larder and the Community Garden and St Piran Pork had donated the pork for the event. There were things that can be looked at further, if and they decide to hold a future event. More demonstration of the recipes would be good. It had been reported that people have since been to the Community Larder to collect the ingredients to have a go at the recipes from the event.

The group had finished painting the railings by the old schoolhouse and will look at putting an additional coat on in the spring.

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

Cllr Gould was unable to attend the last meeting.

Cllr S Jones left the room.

94/24 To agree the date and time of the next meeting of the Council on Tuesday 1st October 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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SIGNED _____ **CHAIRPERSON** _____ **DATED** _____