



The minutes of the meeting held on Tuesday 2nd September 2025 at the St Erme Community Centre.

Those present:

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

In attendance:

Mrs S Trethewey (Clerk), Rheya Baird and Michael McGinnes.

90/25 To accept apologies.

Apologies were received and accepted from Cllr Glasson.

91/25 Declarations of Interest and Dispensations.

a) Councillors to disclose any declarations of interests on any agenda items.

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

- 12) To receive an email from the 'St Erme Playing Field Trust to entre a Scarecrow for the villages annual 'Scarecrow' festivities to help raise funds for the villages Christmas lights.
- 13) To receive a request from Trispen & St Erme Funday Committee to release grant funding for the following:
 - £275.00 allocated towards the entertainment for the 2025 fun Day (2024/2025 funding carried forward).
 - £359.96 allocated towards three new gazebos (2025/2026 funding).

Cllr Trethewey and Cllr Hodgkinson declared a non-pecuniary interest on the following agenda item.

- 11) To receive a request from the St Erme Community Enhancement Group for support on their funding bid for the 'Historical Finger Posts.'

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

Part 2 Confidential

- 20) To approve 18 hours overtime for the Clerk for holiday catch up time and additional meetings.

b) 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 items

92/25 To approve the minutes of the extraordinary meeting held on Tuesday 19th August 2025.

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

RESOLVED that the minutes of the extraordinary meeting held on Tuesday 19th August 2025 be approved as a true record and duly signed.

93/25 Councillors to discuss any matters with Cornwall Councillor if present.

The Clerk will forward the following to Cllr Glasson:

Cllr Light wished to mention that he felt that Cormac's communication had been poor regarding the A39 closure and we need to try and make sure this does not happen again in the future.

Cllr Light stated that he has tried to report additional abandoned vehicles through the Council's website, and it showed a system error that comes up preventing submitting the report.

Cllr Trethewey asked if we have had any further update on reducing the speed limit along the A39 outside the village and can this be followed up again.

94/25 Clerks update and report.

The clerk reported on the following.

Correspondence: An email had been received and responded to regarding 'Accessibility in the Parish.'

Road Closures: We have been informed of the following road closures.

Trispen Hill to SW of St Erme to A39 on 29th August between 9.30am and 3.30pm

Road: Carland Cross to Buckshead – Highway Preservation Treatment
1st September - 2 weeks (between 7.00pm to 6.00am) Monday to Friday.

Road: Carland Cross to Union Hill – annual gully maintenance.
20th October 2025 to 24th October 2025 (7.00pm to 6.00am)

Devon & Cornwall Community Watch Association – Members had received information on the 'Feel Safe Scheme.'

Peninsula Transport £100K Rural Mobility Fund – Members were informed of the 'Rural Mobility Pilot Scheme' funding.

Roseland & Truro Community Area Partnership – notification that Helen Nicholson is changing roles and that a recruitment process is taking place for a replacement officer for our area.

PROW – Report of overgrown path for 321/5/1, opposite the Village Hall and on 321/13/1 West of the A39 at the junction leading to Killigrew. These have been responded to.

NALC Pay Increase 2025/2026 – Notification has been received of pay increase. Staff to be backdated to April 2025 as previously agreed.

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

95/25 Planning:

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

There was no planning applications considered.

b) To update on Cornwall Council planning decisions.

There were no items to update.

c) Other planning items.

- **Planning Hearing Appeal for PA23/02629 (Downing Ltd – Solar Farm on land adj. to Trewaters)**

We had been informed that the Planning Hearing Appeal for PA23/02629 (Downing Ltd – Solar Farm on land adj. to Trewaters) will be held on Tuesday 16th September 2025 at the St Erme Community Centre from 10.00am.

The Council's additional comments have been submitted.

- **Planning Appeal (Written representations) APP/B0840/W/25/3370952 (PA25/01496)**

We have been notified of the following Appeal -

Land to the West of Truthan Manor, Truthan, St Erme: Prior Approval for conversion of barn to dwelling (Class Q)

96/ 25 Highways:

a) To update on the Community Speed Watch.

The Community Speed Watch Area meeting will be held at the St Erme Community Centre on 14th October 2025 at 10.00am. Two Community Speed Watch sessions took place during July.

b) To update on the abandoned cars at the Chancery Close car park.

A site meeting has been arranged and Cllr Light, the Clerk and Cllr Karen Glasson (Cornwall Council) will attend.

97/25 Finance:

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

Name	Details of payment	Cost	VAT	Total
O2	Mobile Phone	£ 11.82	£ 2.36	£ 14.18
Vision ICT Ltd	SSL Certificate	£ 50.00	£ 10.00	£ 60.00
Mrs S Trethewey	Salary Month 5			
Mr M Kendall	Salary Month 5			
Nest	Pension Contributions (August)			
Mrs S Trethewey	Clerks Expenses	£ 26.00		£ 26.00
Ato Z Supplies	Refuse Sacks and Stationary	£ 54.78	£ 10.96	£ 65.74
St Erme Village Hall	Hall Hire (May/July)	£ 48.00		£ 48.00
Probus Parish Council	Environmental Enforcement Officer	£ 556.92		£ 556.92
		£ 2,120.56	£ 23.32	£ 2,143.88

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

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

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

There were no questions.

c) To receive the 'Notice of Conclusion of Audit and 'Annual Governance & Accountability Return' for y/e 31st March 2025.

Members were informed that the 'Notice of Conclusion of Audit and Annual Governance & Accountability Return' for y/e 31st March 2025 had been received and there were no items highlighted. The Clerk will arrange for the relevant notices to be displayed.

d) Members to discuss items for consideration for the 2026/2027 budget.

Members discussed items to be included in next year's budget, and the Clerk will provide a draft budget for the next meeting.

98/25 Public Rights of Way.

a) To receive and respond to Cornwall Council's 'Rights of Way Improvement Plan (RoWIP)' Survey.

It was agreed for members to respond to this survey as individuals.

b) To receive and consider an 'Enhanced LMP Grant for 2025/2026

This item was discussed, and it was agreed to look at applying towards repairing the granite stiles on the footpath opposite the St Erme Village Hall, and a replacement fence adjacent to the allotment garden. It was agreed to look at providing a boardwalk on the Resugga footpath where it is quite wet/boggy.

The Clerk will look at acquiring quotations for these works to apply for the grant.

99/25 To review the Council 'Document Retention Policy.'

The reviewed 'Document Retention' policy was agreed, and it was proposed and seconded and therefore

RESOLVED to adopt the revised Council's 'Document Retention' Policy.

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

It was proposed and seconded for Cllr Light to Chair the next agenda item.

100/25 To receive a request from the St Erme Community Enhancement Group for support on their funding bid for the 'Historical Finger Posts'.

This item was discussed, and it was agreed to respond with a letter of support for the St Erme Community Enhancement funding bid.

Cllr Trethewey had declared a non-pecuniary interest on the next item and remained out of the room. Cllr Light had declared a non-pecuniary interest on the next agenda item and left the room.

Cllr Hodgkinson rejoined the meeting and chaired the next item.

101/25 To receive an email from the 'St Erme Playing Field Trust to entre a Scarecrow for the villages annual 'Scarecrow' festivities to help raise funds for the villages Christmas lights.

This item was discussed, and it was agreed that we should take part in the scarecrow competition and will think of a theme to be agreed at the next meeting.

Cllr Trethewey and Cllr Light had declared a non-pecuniary interest on the next agenda item and remained out of the room.

102/25 To receive a request from Trispen & St Erme Funday Committee to release grant funding for the following:

- **£275.00 allocated towards the entertainment for the 2025 fun Day (2024/2025 funding carried forward).**
- **£359.96 allocated towards three new gazebos (2025/2026 funding).**

The clerk confirmed that copies of invoices and audited accounts had been received. This item was discussed, and it was proposed and seconded and therefore,

RESOLVED to grant the sum of £275.00 and £359.96 to the Trispen & St Erme Funday Committee as per the council's Grant Policy.

Cllr Trethewey and Cllr Light rejoined the meeting.

103/25 To receive a report from the Neighbourhood Priority Statement (NPS) Committee.

Members had received a copy of the minutes of the last NPS meeting. The group had carried out a short survey with businesses in the parish and held a drop in event.

They group were now drafting up the NPS following the community consultation. Once drafted the group will be looking at holding a further consultation in October/November. They are looking at the St Erme Village Design Statement to see if this document will need updating.

104/25 Councillors to report on any meetings attended as representative:

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

Cllr Hodgkinson stated that the refurbishment of the lounge bar area had now been completed. They are looking at replacing the taps in the toilets and that the heat pump had now been fixed.

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

Cllr Light reported that the Village Hall are looking at holding a Remembrance Service with St Erme Church and will have refreshments and a history display back at the Village Hall following the service.

The committee have agreed that they will not be replacing the fence but will be making repairs to the existing one instead.

They are looking at alternative suppliers for their electric as currently the standing charge exceeds the usage charge.

- **St Erme Cricket Club (Cllr P Jones)**

Cllr P Jones reported that the 1st team had been relegated this season, and the club will be relooking at their team structure. The club are looking at purchasing a new roller and are looking at available funding.

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.

Each applicant that has applied for the position of Parish Councillor to introduce themselves to members, give information on their background and experience and explain why they wish to join St Erme Parish Council.

The meeting then reopened to the public.

105/25 To Co-opt to fill vacancies on the Parish Council.

Members voted by ballot and it was therefore

RESOLVED that Rheya Baird and Michael McGinnes are co-opted onto St Erme Parish Council. The Clerk will arrange for the "Declaration of Office" to be signed.

106/25 To agree the date and time of the next meeting of the Council on Tuesday 7th October 2025.

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.

The minutes of the meeting held on Tuesday 2nd September 2025 at the St Erme Community Centre.

PART 2 - CONFIDENTIAL

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.