



The minutes of the meeting held on Tuesday 13th January 2026 at the St Erme Community Centre.

Those present:

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

In attendance:

Mrs Sally Trethewey (Clerk to the Council).

166/25 To accept apologies.

Apologies were received and accepted from Cllr S Jones (attending another meeting) and Cllr Karen Glasson (Cornwall Councillor).

167/25 Declarations of Interest and Dispensations.

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

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

13) To receive a request for a grant as per the Council's Grant policy.

- St Erme Playing Field Trust – To grant £400.00 towards the cost of painting the wood on the outside of the Community Centre.

Cllr Light declared a pecuniary interest on the following item.

6) Planning:

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

- PA25/09300: Predannack, St Erme, Truro
Alterations to the existing bungalow with replacement roof and formation of accommodation within the roof.

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 members of the public present.

168/25 To approve the minutes of the meeting held on Tuesday 2nd December 2025.

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 December 2025 be approved as a true record and duly signed.

169/25 Councillors to discuss any matters with Cornwall Councillor if present.

Cllr Glasson (Cornwall Councillor) was not present.

170/25 Clerks update and report.

The clerk reported on the following-

- **St Erme Cricket Club** had requested an extension to claim their 2025/2026 grant ready for the Council's March meeting – this was agreed.
- **Cornwall Partnership Grants 2025/2026** have now been received.
- **Roseland & Truro CAP Area.**- Members had received an update on the Community Transport & Public Rights of Way Workshop.
- **The NALC Smaller Councils Committee** have shared information and links from the Charities Commission which have been circulated to members.
- **CIL Fund 2026 opens on 16 January** - Cornwall Council will launch its fifth round of Community Infrastructure Levy (CIL) funding and community groups will be able to apply for up to £100,000 to fund infrastructure projects under the theme of 'Connecting Communities'.
- **Casual Vacancy** – Following the 'Public Notice of Right for Election' ' and notification that an election is not required; advertisement for co-option has been published with a response date by 4th February 2026 giving 4 weeks' notice as per the Council's Co-option Policy.

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

171/25 Planning:

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

- **PA25/09032: Glen View, St Erme, Truro**
Application for tree works in a TPO: Removal of two secondary branches and crown reduction on western side to clear side elevation by 1.5m on a Sessile Oak.

Members considered this application and it was proposed and seconded and therefore,

RESOLVED to support the application with no recommendations.

Cllr Light had declared a pecuniary interest on the next item and left the room.

- **PA25/09300: Predannack, St Erme, Truro**
Alterations to the existing bungalow with replacement roof and formation of accommodation within the roof.

Members considered this application and it was proposed and seconded and therefore,

RESOLVED to support the application with no recommendations.

Cllr Light rejoined the meeting.

b) To update on Cornwall Council planning decisions.

No Cornwall Council planning decisions had been received.

c) Other planning items.

- **Call for Sites – Update & Survey**

This will be on the agenda of the March meeting.

172/25 Highways:

a) To update on the Community Speed Watch.

Monitoring from Vision Cornwall has been carried out along School Lane and a couple of people have been caught speeding.

Our mobile speed sign has now been changed to Eglos Road. We need to organise speed watch sessions and try and recruit further members.

b) To discuss the Community Highways Improvement Programme and look at submitting an 'Expression of Interest.'

This was discussed and some minor alterations were made to be agreed at the next meeting ready for submitting the EOI form.

c) To update on abandoned cars and general upkeep of village areas.

This item was discussed at length, and it was agreed to arrange a meeting with someone more senior that deals with Cornwall Housing assets regarding the Chancery Close car park, and other agencies to try and get this issue sorted at this location. The Clerk will ask Cllr Glasson (Cornwall Councillor) to support this and put us in touch with the correct person.

It was agreed to arrange a multi-agency event with the ASB officer for our area to look at the current issues that have been highlighted.

173/25 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
Sage UK	Payroll	£11.00	£2.20	£13.20
Lloyds Bank	Charges	£4.25		£4.25
O2	Mobile Phone	£11.82	£2.36	£14.18
Mrs S Trethewey	Salary Month 9			
Mr M Kendall	Salary Month 9			
Probus Parish Council	Enforcement Officer	£82.16		£82.16
St Erme PFL	Hall Hire - December (3726)	£23.00		£23.00
Cornwall ALC Ltd	Training 28.10.25	£25.00	£5.00	£30.00
Nest	Pension Contributions (December)			
Mrs S Trethewey	Clerks Expenses	£186.00		£186.00
HMRC	HMRC Payment 3rd Qtr.	£542.06		£542.06
Lyreco Uk Ltd	Stationary	£23.45	£4.69	£28.14
Sage UK	Payroll	£11.00	£2.20	£13.20
		£2,373.52	£16.45	£2,389.97

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

RESOLVED that the 'Statement of Accounts' and bank reconciliation be approved as a true record and duly signed. The Clerk will arrange for the payment of invoices.

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

Members had received copies and there were no questions.

c) To receive a report on the Council's Internal Control checks.

Cllr P Jones had carried out the council's internal control checks and reported that there were no issues or concerns highlighted.

d) To agree an auditor to conduct the Council's Internal Independent Examination for the financial year ending 31st March 2026.

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

RESOLVED for Linda Coles to carry out the Council's Independent Examination for year ending 31st March 2026 at a cost of £250.00.

174/25 To receive and consider an 'IT Policy' for the Council.

The draft IT Policy was discussed and some minor amendments made. This policy will be put forward for adoption at the next full Council meeting in March.

175/25 To update on the Council's compliance to 'Assertion10' and agree any required actions.

This item was discussed and the next area to look at is to review our policies and procedures and to check that these are still in compliance with GDPR and carry out accessibility checks on the Council's website.

176/25 To receive and agree the transfer of 'Public Open Space Section106' allocation monies from Cornwall Council.

The s106 monies from the Coastline Housing Development for 'Off Site Public Open Space' had been received and Cornwall Council can now transfer these monies to Town/Parish Council's if the value is below £25,000. It was agreed to accept these monies; towards open space projects as per the s106 agreement.

177/25 To receive and respond to the following consultations:

- **Cornwall Council's 'Public Spaces Protection Order' renewal of their current order from June 2026.**

Members discussed this consultation and there were no comments.

- **Cornwall Bus Travel survey.**

It was agreed that members should respond to this application as individuals.

178/25 To receive a request for a grant as per the Council's Grant policy.

- **St Erme Church – To grant £1,500 towards the cost of maintaining the Church Yard (under Section 137 of the Local Government Act (LGA) 1972).**

This item was discussed and the Clerk confirmed that all the required information had been received. It was proposed and seconded and therefore,

RESOLVED to grant the sum of £1,500 under Section 137 of the Local Government Act (LGA) 1972, to St Erme Church to help with the upkeep of the Church yard as per the Council's Grant Policy.

Due to Cllr Trethewey, Cllr Light and Cllr Hodgkinson registering a non-pecuniary interest on the following agenda item, which would make the Council inquorate it was agreed to move this item to the agenda of the next meeting of the Council in March.

- **St Erme Playing Field Trust – To grant £400.00 towards the cost of painting the wood on the outside of the Community Centre.**

It was agreed to move this item to the agenda of the March meeting.

179/25 To receive a report from the Neighbourhood Priority Statement Committee.

There was no update; the next meeting is scheduled for Monday 19th January 2026.

180/25 Councillors to report on any meetings attended as representative:

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

There had been no meeting to update on.

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

There had been no meeting to update on.

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

There had been no meeting to update on.

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

There had been no meeting to update on.

181/25 To agree the date and time of the Council's next meeting on Tuesday 3rd February 2026.

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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