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**The minutes of the meeting held on Tuesday 14<sup>th</sup> April 2026 at the St Erme Community Centre.**

**Those present:**

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

**1/26 To accept apologies.**

Apologies were received and accepted from Cllr Trethewey (due to work commitments), Cllr S Jones (attending the Roseland and Truro CAP meeting) and Cllr Karen Glasson – Cornwall Councillor (attending the Roseland and Truro CAP meeting)

**2/26 Declarations of Interest and Dispensations.**

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

Cllr Hodgkinson, Cllr Light and Cllr P Jones declared a non-pecuniary interest on the following agenda items:

18) To consider and agree on the distribution of grants to parish organisations for 2026/2027 as per the Council's Grant Policy.

19) To consider and agree on the distribution of the Community Benefit Fund (2026) applications.

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

It was agreed for a dispensation for Cllr Hodgkinson, Cllr Light and Cllr P Jones due to 'without the dispensation the number of persons unable to participate in the transaction of business would be so great as to impede the transaction of business', and 'the dispensation is in the interests of persons living in the authority's area'. It was proposed and seconded and therefore,

**RESOLVED that a dispensation is granted for Cllr Hodgkinson, Cllr Light and Cllr P Jones for agenda items 18 and 19 as above.**

**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.

**3/26 To approve the minutes of the meeting held on Tuesday 3<sup>rd</sup> March 2026.**

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

**RESOLVED that the minutes of the meeting held on Tuesday 3<sup>rd</sup> March 2026 be approved as a true record and duly signed.**

**4/26 Councillors to discuss any matters with Cornwall Councillor if present.**

Cllr Glasson was not present, and the Clerk read out an update on the mobile library provision at St Erme.

Cornwall Council are looking to extend the reach of libraries such that the mobile library service is delivered in a different way or closed, phased over two years. There is no plan to reduce what is

currently in service with regards to Probus and St Erme in the near future. Cllr Glasson stated that she will keep look out for any changes and asked the community to let her know if they hear of anything too.

**5/26 Clerks update and report.**

The clerk reported on the following:-

**Casual Vacancy** – There has been no interest in the vacancy, and this will be readvertised.

**O2 Notification** – The Council have been notified that their mobile phone costs will increase by 3.8% RPI plus 3.96%.

**Steph Good (Our Watch Cornwall – Neighbourhood Watch):** Have stated that they will support the Council becoming an affiliated member.

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

**6/26 Planning:**

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

No planning applications had been received.

**b) To update on Cornwall Council planning decisions**

PA25/09709: 10 Cherry Tree Close, St Erme, Truro – APPROVED

PA26/00011: Land North of Pencoose Barns, St Erme - APPROVED

**c) Other planning items.**

There were no other planning items

**7/26 Highways:**

**a) To update on the Community Speed Watch.**

We have received no new interest to join the Community Speedwatch. We can now hopefully carry out some sessions with the better weather and lighter evenings.

**b) To update on the Community Highways Improvement Programme and the submission of the 'Expression of Interest.'**

The EOI had been submitted, and we have now been asked to forward a copy of our draft plan/map of our proposals.

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

There is no further update.

**d) To update on the highways works and road 'Closure Intention' for School Lane.**

Cllr Hodgkinson, Cllr Light and the Clerk met with Jo Harley (Coastline Housing), two members from Classic Builders and the contractor (Iktin Solutions Ltd) carrying out the utilities infrastructure who is responsible for the road closures.

Our concerns with the proposed road closure and safety of pedestrians and road users using the diversion route during this time was discussed. The contractors had not driven the diversion route prior to this meeting and Cllr Hodgkinson took them to show our concerns and issues. They agreed that this is not ideal but there is no alternative. It was agreed by all that it would be safer and less disruptive if the road closure could be moved forward to the school Easter holidays when there would be much less traffic.

It was agreed that a letter/leaflet to be delivered to Trevella Vean, Church Close, Tower Road, Chancery Close and all the TR4 9BW postcode to inform residents of the road closure and diversion route. This is to be organised by the contractor and a copy forwarded to the Clerk.

Classic Builders were reminded that the layby needed clearing, and they agreed that this will be carried out the following day.

As of Wed 8<sup>th</sup> April, works on Phase 3 had yet to commence and no letter had been sent out, the Clerk has a copy of the letter which was due to be delivered to the properties mentioned above on 31<sup>st</sup> March 2026. The Clerk has contacted Coastline Housing for an update on this, and we are waiting a reply.

**8/26 Finance:**

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

St Erme Playing Field Trust	Grant	£400.00		<b>£400.00</b>
St Erme Cricket Club	Grant	£400.00		<b>£400.00</b>
St Erme Community Enhancement Group	Grant	£275.00		<b>£275.00</b>
St Erme Village Hall Committee	Community Benefit Fund Grant 2025	£775.00		<b>£775.00</b>
Lloyds Bank	Charges	£4.25		<b>£4.25</b>
Sage UK	Payroll	£11.00	£2.20	<b>£13.20</b>
O2	Mobile Phone	£11.82	£2.36	<b>£14.18</b>
St Erme Playing Fields Ltd	Hall Hire (Feb - Inv 3768)	£23.00		<b>£23.00</b>
St Erme Parish Post	PC Newsletter	£286.00		<b>£286.00</b>
Printerland	Ink Toner	£190.64	£38.13	<b>£228.77</b>
GLS Educational Supplies	Refuse Sacks & Stationary	£38.83	£7.77	<b>£46.60</b>
Mrs S Trethewey	Salary Month 12			
Mr M Kendall	Salary Month 12			
Nest	Pension Contribution (March)			
HMRC	HMRC Final Qtr			
Sage UK	Payroll	£11.00	£2.20	<b>£13.20</b>
Mrs S Trethewey	Clerks Expenses	£26.00		<b>£26.00</b>
St Erme Playing Fields Ltd	Hall Hire (March x 2 & Catering)	£127.25	£16.25	<b>£143.50</b>
Vision ICT Ltd	Hosted Email Addressess 2026	£140.00	£28.00	<b>£168.00</b>
Vision ICT Ltd	Website MOT	£145.00	£29.00	<b>£174.00</b>
		£4,709.82	£125.91	<b>£4,835.73</b>

The ‘Statement of Accounts’ above 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 payment of invoices.**

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

There were no questions from members.

**9/26 To receive Cornwall Council’s ‘Public Realm Improvement and Reintroduction of Weeds Treatments’ and to consider if we wish to opt-out and manage our own weed treatments as per their required standards.**

This item was discussed and it was agreed that the request by Cornwall Council was short notice. Those Council’s that wished not to use Glyphosate as a treatment had little time to look for an alternative and be able to submit the requested information to Cornwall Council within the deadline time given. Members stated that as we already carry out our own weed treatments which had been previously agreed we would not be able to opt out at this time. It was agreed if required that our own

contractor would carry out weed treatments on the areas that are not covered by Cornwall Council and this will be reviewed in August/September.

**10/26 To receive and consider the ‘Chargeable Cleansing of the Council’s Litter Bin Emptying’ and agree to sign the ‘Terms and Condition’ contract for Cornwall Council to continue with this service in 2026/2027.**

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

**RESOLVED to sign the contract for Cornwall Council to empty one bin on behalf of the Council at a cost of £407.36pa.**

**11/26 To receive and consider Cornwall Council’s Grass Cutting SLA Agreement for 2026/2027.**

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

**RESOLVED to renew the Grass Cutting Service Level Agreement with Cornwall Council for 2026/2027.**

**12/26 To update on the Council’s compliance to ‘Assertion10’ and receive Vision ICT’s ‘Accessibility Website/MOT’ report.**

Members had received the website ‘MOT Accessibility’ report and there were no items highlighted that were not compliant with ‘Assertion 10’. There are some recommendations to consider when adding new information to the website going forward. A copy of the report is available to view on the website. Members are happy that we are fully compliant with ‘Assertion 10’.

**13/26 To receive and agree on a quotation from ElanCity for replacement batteries for the Council’s mobile speed cameras.**

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

**RESOLVED to purchase four replacement batteries from Elancity for the Council’s mobile speed camera at a cost of £309.84**

**14/26 To update on the Council’s FPN Enforcement Officer’s contract with Probus Parish Council and agree to share the training costs for a new officer.**

This item was discussed and it was agreed in principle subject to receiving relevant costings that the Council will share the cost of training a new FPN Enforcement Officer with Probus Parish Council.

**15/26 To receive and consider an email from Luci Isaacson BEM (Climate Vision) regarding supporting an open letter sent to MP’s regarding practical climate resilience for Communities**

This item was discussed and it was agreed to send an email in support of Luci Isaacson’s letter to MP’s regarding practical climate resilience for communities.

**16/26 To receive and respond to Cornwall Council’s ‘Cornwall Culture Strategy’ consultation**

It was agreed that members respond to this consultation as individuals if they wish.

**17/26 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. These will require updating once the devolution and transfer of land have been completed.

- **The council’s Insurance cover**

Members reviewed their current Insurance Policy, and no changes were required. The current policy is about to commence the third year of three-year agreement. This will need to be reviewed and updated once the devolution and transfer of land have been completed.

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

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

- **The Council's Model Publication Scheme.**

This document was updated and the Clerk will see if any further information can be added to the Council's website and update as required.

**Cllr Hodgkinson, Cllr Light and Cllr P Jones had all declared a non-pecuniary interest on the next two agenda items.**

**A dispensation had been granted for all three members to discuss and vote on the next two agenda items as the council would have been inquorate and unable to make a decision.**

**18/26 To consider and agree on the distribution of grants to parish organisations for 2026/2027 as per the Council's Grant Policy.**

It was agreed that the grant amounts below are set aside for the following organisations to be claimed as per the Council's Grant Policy.

St Erme Church £1500.00, St Erme Silver Circle £350.00, St Erme Playing Field Trust £500.00, St Erme Cricket Club £500.00 and to carry forward the St Erme & Trispen Support Fund £275.00, and the St Erme Community Enhancement Group £300.

**19/26 To consider and agree on the distribution of the Community Benefit Fund (2026) applications.**

Community organisations recently presented their application bids at the Council's Annual Parish meeting in March. All relevant requested information and documents had been received for each application as per the Council's Community Benefit Fund Policy.

- **St Erme Playing Field Trust:**

Members had received a copy of the application, and the Clerk had received copies of the Committees minutes in relation to the application, copies of their latest accounts and draft costings for the works.

Members discussed this item, and it was proposed and seconded and therefore,

**RESOLVED to grant the sum of £7,000 to the St Erme Playing Field Trust towards the cost of 'Improving Recycling and Waste Collection to include Community Involvement and Education', as per the Council's Community Benefit Fund Policy.**

- **St Erme Church**

Members had received a copy of the application, and the Clerk had received copies of the Committees minutes in relation to the application, copies of their latest accounts and draft costings for the works.

Members discussed this item, and it was proposed and seconded and therefore,

**RESOLVED to grant the sum of 500.00 to the St Erme Church towards the 'Churchyard Tree Review', as per the Council's Community Benefit Fund Policy.**

- **St Erme Community Enhancement Group**

Members had received a copy of the application, and the Clerk had received copies of the Committees minutes in relation to the application, copies of their latest accounts and draft costings for the works.

Members discussed this item, and it was proposed and seconded and therefore,

**RESOLVED to grant the sum of £600.00 to the St Erme Community Enhancement Group towards the cost of their ' Homes for our Bird Population' project, as per the Council's Community Benefit Fund Policy.**

- **St Erme Cricket Club**

Members had received a copy of the application, and the Clerk had received copies of the Committees minutes in relation to the application, copies of their latest accounts and draft costings for the works.

Members discussed this item, and it was proposed and seconded and therefore,

**RESOLVED to grant the sum of £5,000.00 to the St Erme Cricket Club towards the cost of 'Renovations of the Outfield at Castle Field' as per the Council's Community Benefit Fund Policy.**

**20/26 To receive a report from the Neighbourhood Priority Statement Committee.**

The draft St Erme NPS has been formally submitted to Cornwall Council for checking and comments prior to the formal statutory consultation. We are waiting to hear back.

**21/26 To receive a report from the Health & Wellbeing Working Group.**

Members of the group attended the Three Spires and Lander Medical practices Health & Wellbeing event in February and were able to talk to stall holders and get some contact details for advice and possible attendance at events.

The group have decided to hold their own Health & Wellbeing event possibly in September and invite stall holders and see if the community supports and attends the event before looking at holding more similar events.

They are looking to advertise for interested members of the community with skills to offer and attend a 'Repair Café' on a bimonthly basis and to see if anyone would informally run a Walking Group in the village.

The 'Community Connection's' booklet will be printed shortly, some changes are being made on request of some organisations, once this is completed the booklet will go to print.

They have launched a 'Connecting Community' newsletter that will be shared on Facebook and in the St Erme Parish Post, with updated volunteering opportunities. Local organisations are invited to put forward items to include.

**22/26 Councillors to report on any meetings attended as a representative:**

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

Cllr Light had not attended their last meeting and did not receive a copy of the minutes and agenda. It was agreed for the Clerk to contact the Committee and request that the agenda and minutes are forwarded to the parish council representative a week before the scheduled meeting.

- **St Erme Community Enhancement Group**

The community compost scheme was well supported, and the committee covered their costs with a slight profit which will go towards the Community Garden. The group were waiting to hear back regarding a grant for the 'Historical Finger Post' project.

They will be looking at carrying out weeding and maintenance of the village flower beds in the next few weeks.

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

The club have installed the new seating around the field, with the monies received from the parish council grant. They were looking at live streaming their matches this season and their roller will need replacing.



**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.