



The minutes of the meeting held on Tuesday 2nd June 2026 at the St Erme Community Centre.

Those present:

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

In attendance:

Cllr Karen Glasson (Cornwall Councillor) and Sally Trethewey (Clerk).

52/26 To accept apologies.

Apologies were received and accepted from Cllr Hodgkinson.

Cllr Baird was not in attendance.

53/26 Declarations of Interest and Dispensations.

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

Cllr Trethewey declared a pecuniary interest on the following agenda item

21) To agree on overtime for the Clerk for catch up time following annual leave.

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.

54/26 To approve the minutes of the annual meeting held on Tuesday 5th May 2026.

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

RESOLVED that the minutes of the annual meeting held on Tuesday 5th May 2026 be approved as a true record and duly signed.

55/26 Councillors to discuss any matters with Cornwall Councillor if present.

There were no items discussed.

56/26 Clerks update and report.

The clerk reported on the following:

Casual Vacancy: A date has been booked for Saturday 20th June 10.30am to noon at the St Erme Village Hall for a drop-in session.

Luci Issacson- Climate Vision: Members received an update on 'Adaption Reporting Power' and upcoming consultation.

Arts Well: Creative Activities for health and wellbeing were asking for information of local groups that can be added to their database.

Idless Woods: Members were informed that the Forestry Commission will be introducing parking charges at Idless Woods to help with the maintenance costs of the car park.

Visit Truro 2026: Visit Truro 2026 are carrying out a survey.

Sage Payroll: Members were informed that there will be a price increase from July 2026.

Damaged Noticeboard: The noticeboard had been damaged at the top of Eglos Road and required some maintenance . Cllr Trethewey will arrange for this to mended.

Members were informed of all correspondence received and were reminded of forthcoming meeting. and training.

57/26 Planning:

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

- **PA26/03207: Pengelly View, Pengelly Farm, st Erme, Truro**
Construction of replacement front single-storey extension to house and construction of garages with home office (revised design to PA23/04786).

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

RESOLVED to support the application with the following conditions.

- 1) That the proposed garage / home office remains in the curtilage of and tied to the main dwelling house and cannot be sold off as a separate unit.
- 2) That the proposed changes of the garage cannot be converted or used as a holiday let, Air B&B or accommodation of any kind, or used to generate an income.

b) To update on Cornwall Council planning decisions.

PA25/02374: Truthan Manor, Truthan, St Erme – APPROVED

PA26/03591: Eglos Road:- ADVICE GIVEN

c) To receive notification of the following appeal and to agree for the Council's solicitor to respond on behalf of the Council against this appeal.

- **PA25/04749: Land South of 51 Polisken Way, St Erme Permission in principle for up to 3 dwellings. (Appeal Ref: 6008546)**

A copy of the draft letter from Stephens and Scown had been circulated to members and an amendment was made to include that the Council have supported development within the NDP period. This letter has now been sent by recorded delivery to the Planning Inspectorate.

d) Any other planning items:

- **To receive a request from Classic Builders to put forward up to three road names for the Coastline Housing site.**

It was agreed to put forward the already agreed names of Rouses Close, Rouses Way and an additional name of Sunflower Way.

58/26 Highways:

a) To update on the Community Speed Watch.

A session has been set up for Monday morning at Trispen Hill. We still need to try and recruit further members.

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

There was no update.

c) To update on abandoned cars at Chancery Close.

The Clerk arranged a meeting with a representative from Cornwall Housing and LiveWest and Cllr Karen Glasson. It was agreed that notices will be placed on the vehicles to start the process for these to be removed. Cornwall Housing will then look at tidying the area.

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

Most of the works have taken place during the evenings along School Lane and at the top of Eglos Road. No further updates had been received.

The contractor has informed us that they will reinstate the grass verges at the top of Eglos Road, and will re-turf if required. They have offered to donate daffodil bulbs for the community to plant on the verges.

59/26 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	Mobile Phone	£ 11.00	£ 2.20	£ 13.20
Lloyds Bank	Charges	£ 4.25		£ 4.25
Information Commissioner	Annual data Protection Fee	£ 47.00		£ 47.00
O2	Mobile Phone	£ 12.73	£ 2.55	£ 15.28
Mrs S Trethewey	Salary Month 2			
Mr M Kendall	Salary Month 2			
Nest	Pension Contributio (May)			
Mrs S Trethewey	Clerks Expenses	£ 26.00		£ 26.00
Playsafety Ltd	Annual Inspection	£ 202.00	£ 40.40	£ 242.40
Kernowek Gardeners Ltd	Grass Mai (April/May/June)	£ 750.00	£ 150.00	£ 900.00
		£ 2,303.00	£ 195.15	£ 2,498.15

The following invoices had since been received and added to the payments above.

S Erme PFL (Hall Hire May) = £23.00

St Erme Village Hall Committee (Hall Hire Aug to April) = £99.00

Stephens & Scown (Planning appeal response) = £1,620 inc. VAT

The 'Statement of Accounts' above and bank reconciliation were agreed and it was proposed and seconded 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 and there were no questions.

c) To receive and adopt the Council's Annual Report for 2025/2026 and arrange printing.

The Annual Report previously circulated was agreed and it was proposed and seconded and therefore,

RESOLVED that the Annual Report 2025/2026 be approved and for the clerk to arrange the printing through Cornwall Council.

d) To update on the agreed changes to the Council's bank procedures and signatories.
The clerk will continue to look at alternate bank accounts for a separate deposit account.

60/26 To consider the council's 'Internal Audit' report and 'Review the Council's 'Effectiveness of Internal Control's' and address any recommendations.

Members reviewed the 'Effectiveness of Internal Controls' and there were no recommendations made, and members were happy that the internal controls in place are adequate.

61/26 'General Data Protection Regulations' (GDPR):

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

Members carried out the 'Annual Data Protection Report' and reviewed their Privacy Policy. There were no changes required and members and the clerk to attend any training when required.

62/26 To receive the annual play equipment inspection and consider and agree any required work.

The independent annual play inspection report was discussed, and it was agreed to replace the Cradle Seat and order from Wicksteed and to obtain quotations to repair or replace the rotted wood on the Toddler equipment. The St Erme Community Enhancement Group will treat the rust and repaint where required. The council to purchase and supply the materials for this. There were no high-risk areas reported and the Council, will continue to carry out monthly checks on the equipment.

It was therefore,

RESOLVED for the clerk to order a new cradle seat as quoted at £288.96 from Wicksteed and purchase any materials required for treating and painting the rust.

63/26 To receive a request for a grant as per the Council's Grant policy and agree payment.

a) St Erme Cricket Club - £500 towards the cost of a new mobile cricket cage.

Members had received copies of the club's recent accounts and a copy of the invoice as per the Council's Grant Policy. It was agreed to release the £500.00 grant allocated. It was proposed and seconded and therefore,

RESOLVED to grant the sum of £500.00 to the St Erme Cricket Club as per the Council's Grant Policy.

64/26 To receive details of Cornwall Council's Enhanced LMP Scheme for improvements to the public rights of way programme for 2026/2027 and consider applying.

This item was discussed and it was agreed to try and obtain quotations for a boardwalk for the Resugga footpath and a stile at Pengelly woods; to be able to apply.

65/26 To consider replacing or repairing the seat at the bottom of Eglos Road.

The Clerk had received an estimate to carry out work on the seat at the bottom of Eglos Road to replace the wood and point in the crack on the concrete footing on one side. An estimate of £280.00 was received. This was discussed and it was proposed and seconded and therefore,

RESOLVED for Ian Price to carry out the required work for £280.00.

66/26 To receive a report from the Neighbourhood Priority Statement Committee

The committee met on Wednesday and agreed the recommended changes advised by Cornwall Council. Hopefully once this is resubmitted and Cornwall Council format the document and maps, it should be ready for the statutory consultation.

67/26 To receive a report from the Health & Wellbeing Working Group.

It was reported that the council are covered to oversee a 'Walking Group' that is run by the Council, providing that the relevant procedures and risk assessments are carried out. However, an informal 'Walking and Running Group' has been set up which is being run independently from the council.

The H&W Group were looking at setting up a Repair Cafe, which can be registered through Cornwall Council who then covers the insurance under their umbrella. Some more research is required regarding this, before we look at taking this forward.

68/26 Councillors to report on any meetings attended as representative:

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

Cllr Hodgkinson was not present.

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

Cllr Light reported that he was still not receiving a copy of the agenda and minutes for the meetings. It was agreed for the Clerk to write to the Village Hall Committee requesting that Cllr Light received all the necessary correspondence.

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

Cllr Trethewey reported that the Community Garden is working on a smaller scale this year due to two key people who oversee the garden being unable to commit due to health reasons and could do with more volunteers to come forward. However, there will be some produce available and the Polly tunnel has been planted up.

The group are holding the annual garden competition this year with judging in June and may look at holding an open garden event if enough people come forward. They will be planting bulbs in September and carrying out the works to the play equipment during August.

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

There were no updates.

69/26 To agree the date and time of the annual meeting of the Council on Tuesday 7th July 2026.

The above date and time were agreed.

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.

SIGNED

CHAIRPERSON

DATED

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In attendance:

Cllr Karen Glasson (Cornwall Councillor) and Sally Trethewey (Clerk).

70/26 To accept apologies.

Apologies were received and accepted from Cllr Hodgkinson.

Cllr Baird was not in attendance.

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