St Erme Parish Council

Clerk to the Parish Council
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The minutes of the meeting held on Tuesday 1st September 2026 at the St Erme Community Centre.

Those present:
Cllr Trethewey BEM (Chairperson), Cllr Light (Vice-Chairperson), Cllr Hodgkinson, Cllr P Jones (from 7.35pm) and Cllr S Jones (from 7.35pm).

In attendance:
Sally Trethewey (Clerk).

95/26 To accept apologies.
Apologies were received and accepted from Cllr Karen Glasson (Cornwall Councillor).

Cllr Baird was not in attendance.

96/26 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:
22) To approve overtime for the Clerk.

Cllr Trethewey and Cllr Light declared a non-pecuniary interest on the following agenda item:
14) 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.

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.

97/26 To approve the minutes of the meeting held on Tuesday 7thJuly 2026.
The minutes previously circulated were agreed and it was proposed and seconded and therefore,

RESOLVED to approve the minutes of the meeting held on Tuesday 7th July 2026 as a true record, which were duly signed.

Cllr S Jones and Cllr P Jones joined the meeting.

98/26 Councillors to discuss any matters with Cornwall Councillor if present.
Cllr Glasson had given her apologies.

Cllr Light asked the Clerk to forward the following to Cllr Glasson (Cornwall Councillor).

Cornwall Council's decision to change some of the car parks in Truro to a cashless system is causing problems for some elderly people who may not have a mobile phone or are unable to download and use an APP to pay for their car parking, not everybody is able to pay or understand this system to pay for parking in this way.
How was this consulted on and was consideration given to those that may not be able to use an App to pay for carparking? Is this helping Truro's economy by making it more difficult for some to park?

Cllr Light also stated that he was concerned about the forthcoming A39 maintenance in October regarding the closure and access for residents following the issues with the recent road closure.

99/26 Clerks update and report.
The Clerk reported on the following.

- **Casual Vacancy –** The Council still have one vacancy on the Council and this will be re-advertised again.

- **Notice of Closure Intentions:**
  Location: Road North to Eglos Road (Eglos Road Closure)
  Date: 5th October to 27th November 2026 (24hours)

  Location: St Erme to Nankilly (Rouses Corner to Church Close)
  Date: 17th August to 2nd September 2026 (24 hours)
  Reason: Clean water and foul water connections

- **A39 Road Closure -**
  Date: 3rd August to 8th August 2026.

The clerk reported the issues of access and with some of the contractors working on the entrances to the village. These concerns have been acknowledged by Cornwall Council who have ensured us that our concerns will be investigated.

- **Overgrown Hedge –** The hedge at Eglos Road has been trimmed back slightly, but Cornwall Council have stated that they are not responsible for the hedge and that the landowner is, the Clerk has responded and asked for notice to be served on the landowner to get the hedge cut back fully.

- **St Erme Community Enhancement Group (Community Benefit Fund)** - The group have informed us that the materials will be purchased prior to the end of December, and the education ‘’Bird Box workshop will we held in January, which will be the best time for the bird season – this was acceptable and approved by members.

- **Devon & Cornwall Police –** we had been contacted to introduce Police Officer PC Dan Robbins and PCSO Richard Hill who will be covering our area. They are looking for a room to work from, to complete paperwork to save time having to return to the Truro office each time. It was noted that the parish council do not own a facility that could be used.

- **Email regarding ‘Car Racers’ in the community.** The Council had been informed of issues with racing in the village, the Clerk had advised the resident on how to report this and keep a record of days and times etc. and we can investigate this further if required.

- **St Erme Community Centre** has notified the Council of a price increase for hiring the facility from October.

- **NALC – Salary Pay Increase –** The new salaries have been agreed and accepted by NALC. It was previously agreed for the staff to be backdated with the increase from April 2026; these will be back dated in the September salary.

100/26 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.

PA25/09300: Predannack, St Erme: APPROVED

c) Any other planning items:

The Council had been notified under the 'Local Council Protocol' regarding planning application PA26/02081: Kingsley Developments SW Ltd - Land East of Treview Terrace, Trispen.

Members discussed this and opted for Option 2: To agree to disagree with the officer's recommendation to approve the application with conditions.

It was noted that the planning conditions will include that the maintenance of all the soak-a-aways will be the responsibility of the Management Company alongside the low-level street lighting.

There will not be changes to the junction and entrance of the site.

101/26 Highways:

a) To update on the Community Speed Watch.

There are no updates.

b) To update on abandoned cars at Chancery Close.

The abandoned and untaxed/uninsured vehicles, trailers and boat have now been removed. We are now waiting for Cornwall Housing to tidy the area and install signage.

c) To update on the highways works and road 'Closure Closures.'

Coastline Housing: These works are ongoing and there will be further closures and works over the coming weeks. The full road closures will take place during the school holidays, but some works will be carried out by traffic control during term time.

The contractors 'Itkin' ' have delivered a letter drop to some effected properties. However, we have received complaints from two residents who live to the north side of the road closure and who have stated that they had not been informed of the road closures. This is being investigated by the Clerk and Cllr Glasson (Cornwall Councillor).

Legacy: There will be a further road closure at the bottom of Eglos Road between 5th October and 27th November to connect utilities. The clerk had contacted Cornwall Council 'Street Works' due to concerns on the pressure of traffic along Chaple Road especially at school drop off and pick up times; and questioned if there could be some kind of traffic control along the narrow stretch of road.

A response has been received stating that due to the narrow section of road at this location, there is no other suitable diversion route available. Alternative traffic management measures, such as temporary traffic signals, are not feasible as there is insufficient carriageway width to safely accommodate traffic flow or provide adequate vehicle stacking capacity.

Bus services will follow the same diversion route that was successfully utilised during the most recent road closure, which has already been assessed and agreed with the operator.

Given these constraints, the proposed traffic management arrangement is considered the safest and most practical option for carrying out the works. In addition, the site will be monitored by their inspector throughout the duration of the works to ensure that the traffic management remains appropriate and that any issues are identified and addressed promptly.

102/26 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
St Erme Church	Community Benefit Fund Grant	£ 500.00		**£ 500.00**
Sage UK	Payroll	£ 14.00	£ 2.80	**£ 16.80**
Lloyds Bank	Charges	£ 4.25		**£ 4.25**
O2	Mobile Phone	£ 12.73	£ 2.55	**£ 15.28**
Cornwall ALC Limited	Training (Clerk)	£ 12.50	£ 2.50	**£ 15.00**
Lyreco UK Ltd	New Shredder	£ 380.20	£ 76.04	**£ 456.24**
St Erme PFL	Hall Hire (July - 3920)	£ 23.00		**£ 23.00**
Cornwall ALC Limited	Cornwall Local Council Conference	£ 37.50	£ 7.50	**£ 45.00**
Mrs S Trethewey	Salary Month 4	[redacted]		
Mr M Kendall	Salary Month 4			
Nest	Pension Contribution (July)			
Sage Uk	Payroll	£ 14.00	£ 2.80	**£ 16.80**
Lloyds Bank	Charges	£ 4.25		**£ 4.25**
O2	Mobile Phone	£ 12.73	£ 2.55	**£ 15.28**
A to Z Supplies	Refuse Sacks	£ 41.98	£ 8.40	**£ 50.38**
Vision ICT Ltd	SSL Certificate - Annual Fee	£ 50.00	£ 10.00	**£ 60.00**
Mrs S Trethewey	Salary Month 4	[redacted]		
Mr M Kendall	Salary Month 4			
Nest	Pension Contribution (August)			
Mrs S Trethewey	Expenses	£ 271.59		**£ 271.59**
		£ 3,379.17	£ 115.14	**£ 3,494.31**

The 'Statement of Accounts' above including the bank reconciliation previously circulated 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 the payment of the invoices.

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

There were no questions.

c) Members to discuss items for consideration for the 2027/2028 budget.

Members discussed this item and it was agreed that we should include further provisions for the devolution and transfer of land, consider the additional insurance costs and to add further to the reserves for the council's play equipment, alongside the usual considerations. The Clerk will look at the budget and provide a first draft to be discussed at the next meeting.

d) To consider the CALC Payroll Service for member Council's through Suffolk Association of Local Councils.

Members noted the provision available.

e) To update on the agreed changes to the Council's bank procedures and signatories.

The Clerk and Cllr Light need to meet with Cllr Trethewey to add him to the on-line banking, this has been difficult due to working commitments.

103/26 To agree a new phone sim contract for the Parish Council phone.

This item was discussed and it was agreed to continue with a three-year sim only contract.

104/26 To receive a letter of concern from Redruth Town Council regarding the proposed reduction of staff and services at the University of Exeter's Penryn Campus and the information that CALC has received to understand the situation.

This item was noted.

105/26 Cllr Light has requested that the Council discuss and review the 'Street Lighting' times.

Cllr Light updated the Council on responses from other Council's regarding the 'Switch Off' of the street lighting in different areas. Redruth Town Council are taking this further alongside some other Town Councils; some amendments have been made in some areas with a nighttime economy. It was agreed to see if we receive a letter from other Council's regarding this and to put the item on the agenda of the next meeting.

106/26 To update and approve emergency repairs to the play equipment at the School Playing Field.

A recent inspection of the play equipment has shown that work is required on the surface under the trail roller which has been fenced off for safety. The carousal needs repairing and the safety surface under the swings require repairing or completely resurfaced. The wooden trail on the toddler equipment needs replacing.

It was agreed to obtain quotations to repair the carousal, the mulch safety surface under the roller, the wooden trail, and a quote to repair the surface under the swings. A separate quote for two options to completely resurface with wet pour or mulch.

Once quotations are received members will agree which option will be best and more cost effective.

107/26 To review the following council policies.

- Health & Safety Policy
- Lone Worker Policy
- Safeguarding Policy
- Volunteer Policy

The above policies were reviewed and agreed.

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

It was proposed and seconded for Cllr P Jones to chair the next item.

108/26 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. Cllr P Jones, Cllr S Jones, and Cllr Hodgkinson agreed to make the scarecrow. Members to consider a theme to be agreed at the next meeting.

Cllr Trethewey and Cllr Light rejoined the meeting.

Cllr S Jones left the room

109/26 To receive and respond to Cornwall Council's 'Van Dweller' survey.

There was no comment on this item.

110/26 To receive a report from the Neighbourhood Priority Statement Committee.

The NPS Group have been given approval by Cornwall Council to start the pre-submission statutory six-week consultation.

Members of the Council had previously approved the draft and were happy for the statutory consultation to commence. A copy of which was again sent to all members prior to the start on the consultation. The six week 'Statutory Consultation' commenced on Friday 28th August 2026 and will run until 12th October 2026.

The NPS Steering Group will be holding community consultation events and the consultation will be advertised on the Council's website, noticeboards, Facebook page, Parish Post, NPS Newsletter and through local organisations. The NPS will be sent to all the statutory consultees as per the guidelines from Cornwall Council.

111/26 To receive a report from the Health & Wellbeing Working Group.
The Health & Wellbeing Group will be holding a 'Community Wellbeing Drop In' event at the St Erme Village Hall on Tuesday 22nd September 2026 between 10.00am and noon. We are pleased that several agencies are joining us, such as:- Citizens Advice, the Help to Claim Team, Age Uk, Community Gateway, Chestnut Appeal for Men's Health, Volunteer Cornwall, Community Energy Plus, The Chaos Group and Connect to Work and Community Health, Wellbeing Workers and Work Well, Southwest Waters Community Engagement Team and Mobility Cornwall. Members were encouraged to attend the event.

112/26 Councillors to report on any meetings attended as representative:

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

The committee have organised events for the remaining year. An on-line booking system has now been set up for hiring the venue. The larder was still being used with an average of just under 30 attendees a week. The are carrying out some repairs to the play equipment at Trencreek Park.

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

Cllr Light was unable to attend the last meeting.

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

The community garden has produced some produce, on a reduced level due to a couple of key members being unable to commit fully this year; this will change for next year. Produce has been going to the Community Larder each week. They have been organising their 'Bird Box' workshop scheduled for January. The group have applied for funding for additional water butts for their shed. There will be a film night in September – called 'No Seas, No Trees.'

Cllr S Jones rejoined the meeting.

- **Cormac Summer Workshop (Cllr P Jones)**

Cllr P Jones and Cllr S Jones did not attend.

- **Police Liaison Group (Cllr P Jones)**

Cllr P Jones did not attend.

113/26 To agree the date and time of the next meeting of the Council on Tuesday 6th October 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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