



28<sup>th</sup> October 2020

**REPORT**

**Please see below the report in relation to the remote meeting of St Erme Parish Council to be held on Tuesday 3<sup>rd</sup> November 2020.**

The press and members of the public are able to view the agenda and this report on the council's website at [www.stermeparishcouncil.org.uk](http://www.stermeparishcouncil.org.uk) and forward any views or comments to be considered by e-mail to [clerk@stermeparishcouncil.org.uk](mailto:clerk@stermeparishcouncil.org.uk) by 12.00noon on **Tuesday 3<sup>rd</sup> November 2020**.

If you would like to join the remote meeting via Zoom, please request the link from the clerk before the deadline above.

**This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public.**

- 1) To accept apologies
- 2) **Declarations of Interest in items on the Agenda**
  - a) Councillors to disclose any declarations of interests on any agenda items.
- 3) **Dispensations**
  - a) Member/s to request a dispensation for an item on the agenda that has just become apparent at this meeting.

#### **Agenda Item 4**

- 4) To approve the following minutes of the remote full council meeting held on Tuesday 6<sup>th</sup> October 2020 via zoom

**Please see a copy of the draft minutes on the council's website at [www.stermeaparishcouncil.org.uk](http://www.stermeaparishcouncil.org.uk)**

#### **Public Participation (15 minutes)**

The public are given 15 minutes to discuss any item **on the agenda**, each member of the public can speak for 3 minutes after this period the members of the public may stay at the meeting but will not be able to comment or participate.

- 5) Councillors to discuss any matters with Cornwall Councillor if present

#### **Agenda Item 6**

- 6) **Clerk's update and report –**

**Duke of Edinburgh Award –** Litter Picking volunteering

**Damage to Public Rights of Way signage –** opposite St Erme Village Hall

**Road Sweeper –** 16<sup>th</sup> October 2020

#### **TRAINING EVENTS, INVITATIONS & MEETINGS**

##### **Remembrance Day Open Air Service**

Sunday 8<sup>th</sup> November 2020 at 2.00pm

##### **St Erme Parish Council's Public Precept meeting:**

Tuesday 17<sup>th</sup> November 2020 to be held via Zoom at 7.30pm

##### **Truro & Roseland Community Network meeting:**

Tuesday 17<sup>th</sup> November 2020 to be held via Microsoft Teams at 7.00pm  
(Cllr Trethewey & Cllr S Jones)

##### **Code of Conduct Training:**

Thursday 3<sup>rd</sup> December 2020 to be held via Microsoft Teams between 10.00am to 12pm  
(Cllr Hodgkinson)

## **Agenda Item 7**

### **7) Planning: -**

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

- **PA20/08546, Pengelly View, Pengelly Farm, St Erme, Truro**  
Proposed extended rear balcony and covered boot area
- **PA20/08571, Predannack, St Erme, Truro**  
Single storey extension and remodel

These applications can be viewed from the link below;

[http://www.stermparishcouncil.org.uk/Planning\\_18401.aspx](http://www.stermparishcouncil.org.uk/Planning_18401.aspx)

As of the 28.10.20 no representations to Cornwall Council or to the Parish Council have been received.

### **b) Update on planning issues:**

- **Update on Cornwall Council planning decisions**
- **Burringtons' development -**  
The clerk and chairman to update on the time schedule of the completion of the remaining highways and landscaping works of the site

## **AGENDA Item 8**

### **8) Highways:**

#### **a) To update on the CNA Highways Scheme submission for St Erme**

There are currently no further updates on this item.

#### **b) To update on the 'Highways Environment' scheme and response received from Cornwall Council regarding maintenance of the open spaces with in the built-up areas**

Cornwall Council have responded and are happy to discuss and agree areas of recreational use that we feel will require additional cutting prior to next season.

#### **c) To receive a letter from a resident to consider installing 'Speed Recognition' signs along Chapel Road/School Lane that could be used at different locations.**

#### **d) To update on the flooding at the bottom of Trispen Hill**

We have been informed that the works are in the system for consideration against similar requests. We have been advised to contact 03001234222 for temporary flood signs as incidences occur, as this would help evidence the need in getting the works prioritised

## **Agenda Item 9**

### **9) To update on the St Erme Emergency Plan response to COVID 19 and support of the community.**

An advert has gone into the St Erme Parish Post due to be delivered this week, highlighting how the residents can seek help and advice and to remind the community about the St Erme Community Larder.

The 'St Erme Community Larder' is supporting in the region of 80 individuals and this will be ongoing. There has been a slight increase over the last couple of weeks for support.

## Agenda Item 10

### 10) Finance:

- a) To receive and approve the previously agreed 'Statement of Accounts for October/November 2020' as a true record and agree any additional invoices for payment-

The 'Statement of Accounts' for October/November 2020 are as follows:

| Statement of Payments and Accounts to be approved on 3rd November 2020 |                    |                  |         |            |              |                 |              |             |                  |
|--|--------------------|------------------|---------|------------|--------------|-----------------|--------------|-------------|------------------|
| Previously approved by email   |                    |                  |         |            |              |                 |              |             |                  |
| Name   | Details of payment | Cost             | VAT     | Total      | Delegated by | Paid by         | Agreed by/at | Action Date | Meeting Approved |
| M Pearson  | Grass Maintenance  | £ 230.00         |         | £ 230.00   | Clerk        | On-line payment | Delegation   | 15.10.20    | 03.10.20         |
| Sage UK  | Payroll            | £ 7.00           | £ 1.40  | £ 8.40     | Members      | Direct Debit    | E-mail       | 14.10.20    | 03.10.20         |
| o2   | Mobile Phone       | £ 11.81          | £ 2.36  | £ 14.17    | Members      | Direct Debit    | E-mail       | 24.10.20    | 03.10.20         |
| Mrs S Trethewey  | Salary Month 7     |                  |         |            | Members      | On-line payment | E-mail       | 30.10.20    | 03.10.20         |
| Mr G Brunsdon  | Salary Month 7     |                  |         |            | Members      | On-line payment | E-mail       | 30.10.20    | 03.10.20         |
|  |                    |                  |         | £ 1,681.29 |              |                 |              |             | 03.10.20         |
| To be approved at the meeting held on Tuesday 3rd November 2020        |                    |                  |         |            |              |                 |              |             |                  |
| Name   | Details of payment | Cost             | VAT     | Total      | Delegated by | Paid by         | Agreed by/at | Action Date | Meeting Approved |
| Mrs S Trethewey  | Expenses           | £ 18.00          |         | £ 18.00    |              | On-line payment | Members      | 04.10.20    | 03.10.20         |
| South West Sweepers Ltd  | Road Sweeper       | £ 275.00         | £ 55.00 | £ 330.00   | Clerk        | On-line payment | Members      | 04.10.20    | 03.10.20         |
| Printerland  | Ink Toner          | £ 213.14         | £ 42.63 | £ 255.77   | Clerk        | On-line payment | Members      | 04.10.20    | 03.10.20         |
| M Pearson  | Tree Maintenance   | £ 135.00         |         | £ 135.00   |              | On-line payment | Members      | 04.10.20    | 03.10.20         |
| M Pearson  | LMP Maintenance    | £ 450.00         |         | £ 450.00   |              | On-line payment | Members      | 04.10.20    | 03.10.20         |
| St Erme Cricket Club   | Grant              | £ 500.00         |         | £ 500.00   |              | On-line payment | Members      | 04.10.20    | 03.10.20         |
|  |                    |                  |         | £ 1,688.77 |              |                 |              |             |                  |
| Deposit Account  | £                  | 26,910.94        |         |            |              |                 |              |             |                  |
| Current Account  | £                  | 41,640.79        |         |            |              |                 |              |             |                  |
| <b>Total</b>   | <b>£</b>           | <b>68,551.73</b> |         |            |              |                 |              |             |                  |
| <b>O/S Cheques</b>   | <b>-£</b>          | <b>30.00</b>     |         |            |              |                 |              |             |                  |
| <b>Bank Balance 30.09.20</b>   | <b>£</b>           | <b>68,521.73</b> |         |            |              |                 |              |             |                  |
| <b>Payments made Oct/Nov</b>   | <b>-£</b>          | <b>4,552.15</b>  |         |            |              |                 |              |             |                  |
| <b>Total</b>   | <b>£</b>           | <b>63,969.58</b> |         |            |              |                 |              |             |                  |

## **10) Finance:**

### **b) To agree the draft precept for y/e 31<sup>st</sup> March 2022 to be presented for consultation at the Precept meeting being held on Tuesday 17<sup>th</sup> November 2020 via Zoom**

Members to agree the draft budget previously circulated

It was agreed at the last meeting to hold a public consultation event via Zoom, for parishioners to have an opportunity to have a say on the council's proposals. The format is as follows:

- Advertise the meeting locally in the parish on social media, the council's website, and noticeboards
- Parishioners will be invited to join the meeting to put across their views or will be able to access the draft proposed budget on the council's website and forward any comments to the council prior to the meeting.
- Cllr Trethewey will take the presentation

## **Agenda Item 11**

### **11) To receive and consider grant requests as per the Council's Policy:**

The following requests have been received:

- St Erme Church: £1,500 towards the maintenance of the Church yard

The amounts have been previously allocated to these grants and a formal request to release the monies has been received from the organisation with copies of invoices and up to date accounts as per the Council's Grant Policy.

## **Agenda Item 12**

### **12) To adopt the following and policies:**

- Enforcement Procedures and Environmental Crime Policy
- Body Worn Video Camera Policy
- Lone Worker Policy
- Safeguarding Policy
- Whistleblowing Policy

## **Agenda Item 13**

### **13) To receive and consider taking part in the Cornwall Council's "We're Watching You" Anti-Dog Fouling Campaign**

## **Agenda item 14**

### **14) Members to report on any meetings or training attended as representatives:**

- Local Planning Conference (Cllr P Jones to report)

**CONFIDENTIAL**

**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.