

# ST GERMANS PARISH COUNCIL

Chairperson: Patricia Pipe Email [patricia.pipe@stgermansparishcouncil.gov.uk](mailto:patricia.pipe@stgermansparishcouncil.gov.uk)  
Clerk: Mrs Emily Young Tel: 07845 130596 Email: [clerk@stgermansparishcouncil.gov.uk](mailto:clerk@stgermansparishcouncil.gov.uk)  
Website – [www.stgermansparishcouncil.gov.uk](http://www.stgermansparishcouncil.gov.uk)

## **Minutes of the Parish Council meeting held at the Eliot hall, St Germans on Monday 29 July 2019 at 7.00pm**

Tideford Ward: Cllr D Carter  
Polbathic Ward: Cllr S Barnes and Cllr R Elliott  
St Germans Ward: Cllr B Skelton and Cllr G Mackeen  
Bethany Ward: Cllr P Pipe and Cllr P Chilton

### **1. Declarations of Interests and Requests for Dispensations** *(a member may not participate in any discussion or vote upon a matter at the meeting in which he/she has a disclosable pecuniary interest).*

- 1.1 To receive declarations of interest from Councillors on items on the agenda
  - 1.2 To receive written requests for dispensations for disclosable pecuniary interests (if any)
  - 1.3 To grant any requests for dispensations as appropriate *(in line with the Council's Code of Conduct 2012)*
- None received.

### **Public Participation for a maximum of 15 minutes** *(for the public to make recommendations, answer questions and give evidence in respect of any items on this agenda. Those present will be minuted).*

No members of the public were present

### **2. Apologies for absence** *(members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting. The members present must decide whether the reason(s) for a member's absence shall be accepted).*

Apologies received from Cllr Witton and Cllr Jesse Foot. Approved by all.

### **3. Approval of Minutes of Meeting held on 24 June 2019** *(to approve the minutes as a correct record)*

It was proposed by Cllr Barnes and seconded by Cllr Skelton that the minutes be approved. All were in favour. The minutes were signed by Cllr Pipe.

### **4. Co-option of Richard Elliott as Councillor for Polbathic Ward**

Richard Elliott made an introduction and it was then proposed by Cllr Barnes to co-opt Richard on to the Council. This was seconded by Cllr Mackeen. Approved by all. The Declaration of Acceptance of Office was signed and Cllr Elliott joined the meeting.

### **5. Councillors Reports** *(to report only)*

- 5.1 Cornwall Councillor Foot – report on all relevant matters – no report received.
- 5.2 Cllr Witton – A38 air quality – Cllr Pipe summarised the meeting that took place on 8<sup>th</sup> July 2019. Cllr Barnes asked the Clerk to clarify on the devices being used and report back.
- 5.3 SARS meeting on 17 July – Cllr Chilton summarised that Polbathic VAS was mentioned and the air pollution in Tideford.
- 5.4 Cllr Gomersall – Alternative to pesticide demonstration event – not in attendance.
- 5.5 Cllr Pipe - F&GP Committee meeting - Cllr Pipe summarised the notes taken from the inquorate meeting and the Clerk is looking in to a new bank account to divide the money up.
- 5.6 Cllr Witton – Port Eliot discussions – Cllr Pipe summarised notes and the lease renewals were discussed. It was felt that a 10year lease is needed in view of the need to invest

in new equipment at Tideford play park. The Clerk to clarify the annual amount for the lease at Tideford as well as the break clause and to then report back for the next meeting.

**6. Matters arising from the previous minutes** (not appearing elsewhere on the agenda, but decisions cannot be made)

**6.2 Highways – ongoing issues**

**6.2.1 Polbathic speed devices** – update – Cllr Barnes said he met with Highways to look at the position. Now looking at the bottom of St Germans B3249 (on the opposite side to the pub). The existing road signs need tidying up as well as the land in this area. Clerk to follow up.

**6.2.2 Tideford – A38**

- **A38 feasibility report** – Cllr Carter proposed to say to extend the 40mph from Kilna Lane to past St Germans exit. To also say that people are unhappy with the dangers of turning right on to the A38. This was seconded by Cllr Barnes. All in favour. Cllr Skelton also proposed that the long-term solution is to have a by-pass for Tideford. Seconded by Cllr Barnes. All in favour.

- **A38 Platooning report** - noted

**6.3 Community Projects as a result of the Community Benefit Contribution relating to the land at Trequite**

**6.3.1** The balance remaining £5779.53 until 31 August 2020 - noted

**6.4 Bus stop application for Bethany**

We are awaiting for confirmation on the timetable for Bethany.

**6.5 Public traffic consultations** – next steps needed

Cllr Pipe and the Clerk summarised the points discussed with Highways. Cllr Witton to follow this up at the next PC meeting.

**6.6 Land below Treland Park**

This is ongoing with Cornwall Council.

**6.7 Bethany chapel + community assets**

Cllrs to let Clerk know of more evidence to how the community used to use the chapel.

**6.8 Dog fouling and bins in Parish**

It was proposed by Cllr Skelton and seconded by Cllr Carter to install 5 new dog poo bins in the Parish. All in favour.

**6.9 Port Eliot lease agreements**

See item 5.6

**6.10 Initiatives to reduce plastic use**

Clerk to look into Surfer's Against Sewerage plastics initiative and report back at the next meeting.

**6.11 Street light pollution**

Noted

**6.12 Cornwall's homelessness strategy consultation**

Noted. No comment.

**6.13 Tree warden**

It was felt that it is not necessary to have a tree warden for St Germans Parish as we have periodic checks by an Arboriculturist.

**6.14 Community led housing presentation**

Clerk to arrange a presentation date/time for the Councillors.

**6.15 New committee members**

It was proposed by Cllr Carter to add Cllr Elliott to Tideford Play Park Committee. This was seconded by Cllr Barnes. All in favour.

It was proposed by Cllr Carter to add Cllr Mackeen to the Finance Committee. This was seconded by Cllr Skelton. All in favour.

#### **6.16 Review of Cornwall Councils Street Trading policy**

The Clerk was asked to reply as follows: greater flexibility on the locations and cheaper rates otherwise there is a risk of losing vital local services – This was proposed by Cllr Skelton and seconded by Cllr Mackeen. All in favour.

#### **6.17 Aspirations for this Parish**

Councillors were asked to put forward aspirations for the Parish. This was discussed and councillors put forward their ideas. It was then agreed to put forward:

To continue to raise awareness of the work carried out by the Parish Council, and to encourage community involvement. To continue to promote the climate change initiative adopted by Cornwall Council and to encourage climate-friendly practices such as more recycling. To support affordable housing when needed for the local community. To protect the environment in our Parish as well as securing and preserving the historic village. It would also be good to have better services, like mains gas for the village of St Germans to avoid using oil and other fuels. This was proposed by Cllr Carter and seconded by Cllr Skelton. All in favour.

#### **6.18 Clerks annual leave**

Noted.

### **7. Playparks**

#### **7.1 St Germans**

Cllr Mackeen did the inspections with no major concerns apart from repainting the metal bin, which the Clerk will arrange. Cllr Witton to do August inspections.

#### **7.2 Tideford + inspections**

Cllr Carter did the last inspections and will continue to do them for August. Cllr Elliott to receive training off Cllr Carter. There are maintenance issues with Tideford and the Clerk has been asked to look at addressing the toddlers area as a priority.

### **8. Burial Ground**

#### **8.1 Actions from Clerks report dated 3<sup>rd</sup> July 2019**

It was proposed by Cllr Mackeen and seconded by Cllr Chilton to update the prices and regulations as recommended in the Clerk's report. The Clerk will also enquire about non-standard requests and report back at the next meeting. All in favour.

### **9. Finance (details for 8.1, 8.2 and 8.3 will be given out at the meeting)**

#### **9.1 To note and approve the current financial position.**

#### **9.1 Current financial position - Bank Reconciliation**

Local Council Name – **St Germans Parish Council**

County - **Cornwall**

Financial period ending 30<sup>th</sup> June 2019

Prepared by: Mrs Emily Young (Parish Clerk)

Date: 25<sup>th</sup> July 2019

**Balance per bank statement as at 30.06.2019**

	£	£
Treasurers Account	162,303.13	162,303.13

**Less:** unpresented cheques as at 30 June 2019

From Treasurers Account only

Cheque numbers:

25-664	Duchy Cemetery's grave topping up invoice no 1680	350.00
33-669	Clerks expenses for June	71.95
35-670	PMP NutTree Invoice no-4729	90.75
36-671	RBL hall hire 24.06.19	30.00
38-672	Litter collector S Dance 21/05-11/06/19	64.00
40-673	CALC burial course for Clerk	150.00
41-674	Eliot hall bus meeting 21.05.19	17.00
42-675	S Wiggett bus shelter cleaning	30.00
43-676	Internal auditor Clive Murphy	295.75
44-677	BH Gardens. Invoice no 769	324.00
45-678	A Dowden tree risk assessment invoice no #93CTC0419	525.00

**(£1,948.45)**

**Net bank balance as at 30 June 2019**

**£160,354.68**

**Balance per Clerks sheet as at 30 June 2019**

**£ 160,354.68**

The bank reconciliation sheet was distributed to all Councillors and Cllr Carter proposed this is approved. This was seconded by Cllr Chilton. All in favour.

**9.2 To authorise payments on the income and expenditure schedule**

<b>Number</b>	<b>Details</b>	<b>Cheque No (if applicable)</b>
9.2.1	Clerk's July 2019 expenses £80.75	679
9.2.2	Clerk's July 2019 salary plus processing fees	D.D
9.2.3	Clerk's Pension £40.00 (£20.00 Parish Council, £20.00 Parish Clerk)	D.D
9.2.4	£90.75 PMP Invoice – Nut Tree for July 2019 edition	680
9.2.5	£68.00 Eliot Hall hire; 4 <sup>th</sup> , 8 <sup>th</sup> , 23 <sup>rd</sup> and 29 <sup>th</sup> July 2019	681
9.2.6	£11.00 Clerk's mobile phone	D.D
9.2.7	£64.00 local litter picking and bin emptying (18 June-9 July 2019)	682
9.2.8	Southern Electric – Tideford lighting £5.84	D.D
9.2.9	CALC Planning introduction course for Clerk £96.00	683
9.2.10	B Harper – grass cutting and path maintenance £630.00	684
9.2.11	Tom Cox – tree work in Treland £60.00	685

9.2.12	Cornwall Council – LMP payment £508.03	Credit
9.2.13	HMRC VAT rebate £4,258.18	Credit
9.2.14	QStore confidential shredding £18.60	686
9.2.15	Cornwall Council new VAS installation in Polbathic £9,009.32 + VAT (£1,801.86). £10,811.18	687
9.2.16	Weed spraying in St Germans £319.20	688
9.2.17	Armstrong Groundworks Ltd – repair to footpath in Treland/Tregalister £1,128.00	689

The income and expenditure schedule was distributed to all Councillors. It was proposed by Cllr Carter and seconded by Cllr Chilton to approve the schedule. All in favour.

**9.3 To schedule a Finance Committee meeting** – this is postponed to the next meeting.

**9.4 New bank accounts** – The Clerk provided details on a Community account with Nat West that is free to use. Cllr Carter proposed that this new account is opened with Nat West and £80,000.00 is transferred in. Seconded by Cllr Chilton. Agreed by all. The clerk will also continue to look into an investment account and report back.

**9.5 Requests for spending**

**9.5.1 £156.00 SLCC annual membership** – Proposed to accept by Cllr Chilton, seconded by Cllr Carter. All in favour.

**9.5.2 £275.00 +VAT CiLCA foundation course with CALC** – Proposed by Cllr Chilton, seconded by Cllr Carter to accept. All in favour.

**9.5.3 £60.00 Parish post box** - Proposed by Cllr Chilton, seconded by Cllr Carter to accept. All in favour.

**9.6 Financial correspondence** – none received.

**10. Planning Applications** (*please view all applications at <http://www.cornwall.gov.uk/environment-and-planning/planning/online-planning-register/>*)

**10.1** The following applications have been received by Cornwall Council:

**10.1.1 PA19/05701 – Port Eliot House, Port Eliot Estate** – Listed building consent for repairs to water damage.

Cllr Barnes proposed this application is supported. Cllr Skelton seconded. All in favour.

**10.1.2 PA19/04938 – The Roost, Treskelly Farm** – Addition of low profile ‘in roof’ all black PV panels on South side of roof and air source heating

Cllr Carter proposed this application is supported. Cllr Chilton seconded. All in favour.

**10.1.3 PA19/05990 – Penquite Cottage, Trerulefoot** – Non-material amendment to change 1<sup>st</sup> floor slate hanging to cement fibre board

The councillors felt this application was a significant change and also cement fibre board is not in keeping with the surrounding buildings along with it being visible from the road. They object. Proposed by Cllr Carter and seconded by Cllr Skelton. All in favour.

**10.1.4 PA19/05458 – Shippen Barn, Tredudwell** – Demolition of Dutch barn and conversion of the adjoining shippen into 3 bedroomed dwelling  
Cllr Carter proposed this application is supported. Cllr Barnes seconded. All in favour.

**10.2 Planning Applications received after publication of this agenda** – none received.

**10.3 Planning Appeals** – Received by the date of this meeting – none received.

**10.4 Planning Decisions**

**10.4.1 PA19/03135 – 54 Lower Fairfield** – Approved 26/06/19 – noted.

**10.4.2 PA19/01707 – Ruins at Catchfrench Manor, Trerulefoot** – Approved 19/06/19 – noted.

**10.4.3 PA19/03840 – Stone Barn at Tredudwell, Blunts** – Approved 02/07/19 – noted.

**10.4.4 PA19/03888 – 38 Eliot Drive, St Germans** – Approved 03/07/19 – noted.

**10.5 Planning Correspondence and Reports**

**10.5.1 Payphone kiosk removal consultation**

Cllr Pipe is going to ask for ideas from the public for keeping the telephone kiosk in Quay Road in the next Nut Tree. The kiosk in Church Road car park will be removed by BT due to a lack of use.

**10.6 Planning matters raised by Members** – none.

**11. Correspondence Received**

**11.1** NALC newsletter – noted.

**11.2** Clerks and Council Direct magazine – noted.

**11.3** CALC news round-up – noted.

**11.4** Training to tackle littering, fly tipping and dog fouling – Clerk to attend.

**11.5** Cornwall Community flood forum training – noted.

**12. Urgent Business raised by Ward members and admitted by the Chair** (Members can raise urgent matters which if admitted, can be discussed and added to the next agenda. Decisions cannot be made until the next meeting.)

Cllr Pipe will do the next Nut Tree entry.

Meeting closed at 9.55pm.

Signed as a true record of the meeting.....  
Chairperson

.....  
Date