

## ST GERMANS PARISH COUNCIL

### MINUTES OF THE MEETING OF ST GERMANS PARISH COUNCIL HELD ON MONDAY, 24 JUNE 2024 IN THE ELLIOTT HALL, ST GERMANS AT 6.30PM.

**Present:**

**Tideford Ward:** Cllr. A Hodge (Vice Chairman)  
**St Germans Ward:** Cllrs. N Witton, R Eliot, B Skelton.  
**Polbathic Ward:** Cllr. S Barnes  
**Bethany Ward:** Cllrs. P Pipe, P Chilton.

**Also attending:** Mrs J Hoskin (Parish Clerk)  
Mr J True (candidate for parish council vacancy)

**1.. Chairman to open the meeting and introduce the candidate for co-option (agenda item 13).**

The Chairman opened the meeting and invited Mr True to introduce himself and outline his application to join the parish council.

At this point of the meeting the council agreed to bring forward agenda item 12 (Parish Council vacancies).

It was proposed by Cllr Hodge, seconded by Cllr Skelton and unanimously agreed to accept Mr True's application and co-opt him as a Councillor for the St Germans ward. Mr True was thanked for his application and interest in becoming a Councillor.

Mr True joined the meeting and signed his "Declaration of Acceptance of Office". The Clerk will provide a copy of the Good Councillors Guide and the members Interest form.

**2. Apologies for absence.** None.

**3. Declarations of interest relating to matters on the agenda.** None declared at this stage of the meeting.

**4. To approve the Minutes of the Parish Council meeting held on Monday, 27 May 2024.** The minutes of the meeting held on the 27 May 2024 were approved and signed by the Chairman; proposed by Cllr Eliot, seconded by Cllr Chilton and unanimously agreed.

**5. Report from Cornwall Councillor Kate Ewert.** No report for this meeting. Cllr Ewert's monthly report will be circulated to Councillors, once received.

**6. Planning applications – to discuss and vote whether or not to approve:-**

a) **PA24/03383 Fairfield House, St Germans – Proposed double garage.** Support, proposed by Cllr Witton, seconded by Cllr Skelton and unanimously agreed.

b) **PA24/03621 Keepers Cottage, Cutmere, Tideford – Demolition of existing conservatory / sun room and workshop and construction of a single storey extension.** Support, proposed by Cllr Hodge, seconded by Cllr Chilton and unanimously agreed.

**7. Cornwall Council Planning decisions and reports to be noted:**

a) **PA23/10372 Tyhanner, Old Road, Polbathic –** Erection of a 2 bedroom holiday let lodge. Awaiting a decision.

b) **PA24/01169 Broadacre Developments, Trerulefoot** – Development of a new storage building and associated parking and set down areas. **Refused.**

c) **PA24/02992 4 Cuddenbeake Terrace, Quay Road, St Germans** – Revised householder planning application for 1 off-road parking space (following refused application PA23/00119). **Approved.**

**8. Planning Enforcement matters.** The Clerk was waiting for an enforcement reference number for Marea Barn.

## 9. Finance

**i) to note and approve current financial position on all accounts.** The bank reconciliation was circulated by the Clerk and bank account balances were confirmed by the Chairman.

**ii) to approve and authorise the payment of accounts, as circulated.** It was proposed by Cllr Hodge, seconded by Cllr Skelton and unanimously agreed the accounts be approved and payments authorised.

Method	Payee	Details	Nett	Vat	Total
BACS	J Hoskin & HMRC	Salary & PAYE	1034.05		1034.05
BACS	Tamar Accounting	Monthly fee	20.00	4.00	24.00
Cheque	Parish Magazine Printing	Nut Tree June 2024	184.16		184.16
Cheque	LJC Bookkeeping Services	Audit 2023/2024	225.00		225.00
Direct debit	SSE	Tideford lighting May 24	70.68	3.53	74.21

**iii) to approve the 2023/2024 audited accounts, and complete the AGAR forms and statement.** It was proposed by Cllr Hodge, seconded by Cllr Skelton and unanimously agreed to approve the 2023/2024 audited accounts and the completion of the AGAR forms and statements. The auditors report was noted. The Clerk distributed the “public rights notice” for the parish notice boards.

**vi) To consider a grant application request from The Creative Gym (Winter Hub Art Club).** It was agreed that further information from the organisation was required before the application could be considered. The Clerk will request this.

**v) To approve signatories for the new bank account.** Cllr Witton offered to assist the Clerk with completing the new bank account form. It was agreed Cllrs. Pipe, Witton and Barnes be the authorised signatories on the account.

**10. Burial Ground – to receive an update on the burial ground.** The grass needed to be cut. Nothing further to report.

**11. Nut Tree – report for the next parish magazine.** Cllrs. Pipe and Witton had met with Steve, the new editor. The Clerk will submit a report for the August / September edition. Cllr True will write the report for the October edition.

**12. Parish Council Vacancies – response to the advertised vacancies for the following parish wards - Tideford (2) and Polbathic (1) St Germans (1) and co-option.** Discussed under Item 1 of this meeting. The vacancy on the St Germans ward had now been filled.

**13. Church Road, Tideford – update from Cllr Witton.** Cllr Witton had written to Mr Will Glassup (Cormac) and awaited a reply.

**14. Consultation on the 20mph limit for St Germans – response on the consultation.** No response received.

**15. Parish Council Policies – to authorise the Clerk, Cllr Witton and any other Councillor to review and update the council’s policies and report back.** The Clerk and Cllr Witton will review and update the Financial Regulations and report back to the council.

**16. Playparks :- to identify and approve any matters requiring attention.**

i) **St Germans. To include the trees on the boundary hedge.** Cllr Witton reported no issues although it was noted that over time some shrinkage had developed on the surfacing to the roundabout. The signs will be cleaned.

ii) **Tideford** – Cllr Hodge reported everything was okay at the Tideford park. The contractor had not yet carried out the work to the gate. Cllr Hodge will carry out the inspection in July and Cllr Skelton will take on the August inspections.

**17. Parish Councillor reports - Safe 38:** - Cllr Hodge reported the meeting had been carried over owing to the general election hustings event.

**18. Defibrillator replacement – update following the last meeting.** Having agreed at the last meeting the maintenance of the four parish defibrillators be taken on by Duchy Defibrillator should the SW Ambulance Trust be unable to continue; this had now been confirmed. The council approved Duchy Defibrillators costs of £190 per defibrillator, per year. proposed by Cllr Skelton, seconded by Cllr Barnes and unanimously agreed. Cllr True offered to look at alternative options for the future.

**19. Parish Marquee – update on the storage of the marquee and loan for local events.** The marquee was being stored at the sailing club who were happy to manage its’ usage. Cllr Hodge offered to speak to a lady wanting to use the marquee for an event in the summer. The council confirmed that anyone using the marquee did so at their own risk. The council did not own the parish marquee and took no responsibility for it.

**20. Footpaths – review of the footpaths and maintenance. To include Longfield.** The footpath work carried out by the council was discussed; and it was noted the parish council were not responsible for trimming the overgrown section at Longfield.

**21. Tideford Post Office – to note the revised opening times from 1<sup>st</sup> July 2024.** The post office continued to open on a Wednesday morning but for a reduced period from 10.45am until 11.45am.

**22. Matters arising from previous decisions, and any urgent matters (which cannot be voted on) at the discretion of the chair. Items for the next agenda.**

- **Polbathic.** Cllr Barnes mentioned the speed of traffic travelling through Polbathic, in particular via Sunnyside. Cllr Hodge confirmed the recent Torpoint Twisters meeting organised by Sheviocck Parish Council had requested the Polbathic speed data information. Cllr Witton to check if the speed advisory sign is still in place. It was also noted the long grass coming from the Sunnyside junction by the garage prevented a clear visibility for drivers.

- **Polbathic – Woodland Walk development.** A question was raised about the provision of children’s play areas for the building of up to 19 homes on this site. Cllr Witton confirmed the parish council had been consulted and this will be provided within the development area.
- **The Quay, St Germans** – It was confirmed the fencing was the responsibility of Cornwall Council who possibly had no funding to repair it.

**23. Correspondence – to be noted. To consider an email about improving the safety of lithium batteries (used in e-bikes and scooters) and their disposal.** Noted.

**24. Date of next Parish Council meeting** – the next meeting will be held on Monday 29 July 2024 at The RBL Hall, Tideford.

The following meeting will be held on Monday, 2 September 2024 at Polbathic Hall.

**25. To close the meeting.** There being no further business the meeting closed at 7.50pm

Dated. 29<sup>th</sup> July 2024

Signed.