

# ST GERMANS PARISH COUNCIL

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## **Minutes of the May Annual Council meeting held at the Polbathic hall on Monday 23<sup>rd</sup> May 2022 at 6.30pm**

### **Present**

Tideford Ward: Cllr A Hodge & Cllr N Griffin  
Polbathic Ward: Cllr S Barnes  
St Germans Ward: Cllr B Skelton & Cllr N Witton  
Bethany Ward: Cllr P Chilton and Cllr P Pipe

**05.22/1 Election of Chairman and signing of Declaration of Acceptance of Office of Chairman** – Cllr Hodge proposed Cllr Pipe, seconded by Cllr Barnes. Agreed by all. Cllr Pipe signed the declaration of acceptance of office of chairman.

**05.22/2 Election of Vice Chairman** – Cllr Pipe proposed Cllr Hodge, seconded by Cllr Chilton. Agreed by all.

### **05.22/3 Apologies for absence**

Apologies sent by Cllr Stroud for being on holiday. Cllr Ewert was at another meeting and Cllr Elliott was unwell. Accepted by all.

### **05.22/4 Approval of the Minutes of the April Parish Council meeting held on Tuesday 3 May 2022**

It was proposed by Cllr Chilton to approve the minutes. Seconded by Cllr Griffin. Agreed by all.

### **05.22/5 Declarations of Interests and Request 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 To receive declarations of interest from Councillors on items on the agenda
- /2 To receive written requests for dispensations for disclosable pecuniary interests *(for which a motion must be passed)*
- /3 To grant any requests for dispensations as appropriate

**None received.**

### **05.22/6 Public Participation for a maximum of 15 minutes in total** *(for the public to comment only on the items below. Anything else please email the clerk)*

There were 3 members of the public present initially with 1 arriving later.

Mr Laugharne came to speak about possibly erecting a statue of the late Sir John Eliot, born in 1592; who was a prominent MP for St Germans who opposed Charles I. He died standing up for democracy. On March 3<sup>rd</sup> 2029 it will be the 400<sup>th</sup> anniversary of the speech he made to Parliament.

Would the Parish Council support the idea in principle?

St Germans recreation committee came to give an update on the recreation ground. They have managed to secure £2,700 in grant money from the Cornwall community foundation. The idea of owning their own ride on lawn mower is not feasible for insurance reasons. They have work needing to be done on some trees and they are hoping Port Eliot may assist. They

have put a working party in place to carry out some fence repairs. The skate park interest appears to have gone quiet.

Would the Parish Council pay for the grass cutting effective June to October (inclusive?)

**3 members of the public left the meeting.**

**1 member of the public arrived.**

**05.22/7 Election of member representatives to various Committees, working groups, action groups, etc.**

**Finance and General Purposes committee**

Cllr Witton, Cllr Skelton, Cllr R Elliott and Cllr Pipe

**Proposed by Cllr Barnes, seconded by Cllr Chilton. Agreed by all.**

**Burial Ground committee**

Cllr Elliott, Cllr Barnes and Cllr Chilton

**Proposed by Cllr Skelton, seconded by Cllr Witton. Agreed by all.**

**Play Park committee**

**St Germans** - Cllr Witton and Cllr Elliott

**Proposed by Cllr Chilton, seconded by Cllr Barnes. Agreed by all.**

**Tideford** - Cllr Skelton and Cllr Hodge

**Proposed by Cllr Chilton, seconded by Cllr Barnes. Agreed by all.**

**Employment committee**

Cllr Stroud, Cllr Griffin, Cllr Witton and Cllr Skelton

**Proposed by Cllr Hodge (with Cllr Pipe returning to the committee) but Cllr Griffin opposed proposing this committee and counter proposed a suspension of the committee until employment committee issues are resolved. Seconded by Cllr Witton. 6 in support with 1 abstention.**

**Data Protection and Technology Group**

Cllr Witton, Cllr Hodge and Cllr Elliott

**Proposed by Cllr Chilton, seconded by Cllr Barnes. Agreed by all.**

**Planning**

All Councillors

**Proposed by Cllr Barnes, seconded by Cllr Hodge. Agreed by all.**

**Working groups, etc**

**Climate action**

Cllr Griffin and Cllr Stroud

**Proposed by Cllr Chilton, seconded by Cllr Barnes. Agreed by all.**

**Emergency plan**

Cllr Griffin, Cllr Witton and Cllr Hodge

**Proposed by Cllr Skelton, seconded by Cllr Barnes. Agreed by all.**

### **Neighbourhood plan**

**Proposed by Cllr Griffin, seconded by Cllr Barnes. Agreed by all.**

Cllr Griffin asked to attend NALC training on this area for £38.93, this was not supported.

**SARS – Cllr Barnes, Cllr Hodge and Cllr Chilton**

**Proposed by Cllr Skelton, seconded by Cllr Witton. Agreed by all.**

**Nut Tree – Cllr Pipe, Cllr Griffin and Cllr Witton**

**Proposed by Cllr Hodge, seconded by Cllr Skelton. Agreed by all.**

**Cornwall gateway community network panel – Cllr Witton (voted rep) & Cllr Hodge**

**Proposed by Cllr Barnes, seconded by Cllr Chilton. Agreed by all.**

**Rame Cluster meetings – Cllr Griffin and Cllr Hodge.**

**Proposed by Cllr Witton, seconded by Cllr Chilton. Agreed by all.**

**Transport users group – Cllr Skelton and Cllr Hodge**

**Proposed by Cllr Witton, seconded by Cllr Chilton. Agreed by all.**

**Port Eliot working group – All councillors**

**Proposed by Cllr Barnes, seconded by Cllr Chilton. Agreed by all.**

**Tideford air quality working group – Cllr Hodge, Cllr Witton and Cllr Barnes**

**Proposed by Cllr Skelton, seconded by Cllr Chilton. Agreed by all.**

### **05.22/8 Cornwall Councillor Kate Ewert – April report previously circulated by email Cornwall Council**

The big debate over a directly elected Mayor for Cornwall continues, as it stands we are hearing lots of rumour and whispers but no solid facts on what is on offer to make the case for changing the governance of Cornwall. The CEO of Cornwall Council, Kate Kennally, is leading negotiations with the Government department over our "wish list" for devolution, this will continue over the summer months. It will be interesting to see the nuts and bolts of the deal when it comes back to us, but the general feeling amongst residents that I speak to is that it isn't particularly a welcome idea.

I was delighted to join other Cornwall Councillors at New County Hall at the end of April for our first ever Youth Council meeting. This involved our newly elected Members of Youth Parliament for Cornwall leading volunteers from across the Duchy, between the ages of 10 and 21, in the first steps of establishing a Youth Council. The passion, intellect and commitment on show from these young people was really inspiring and I look forward to watching this grow and supporting the Young People as we move forward.

I am still working closely with the Rame Peninsula Public Transport User Group over the cuts to our services in the area - it seems that services across the border areas of Cornwall have been cut quite drastically, we are told these are 'anomalies' and I am working closely with other Cornwall Councillors at this end of Cornwall to try and get a resolution to these 'anomalies'.

Myself and other Cornwall Cllrs from the Cornwall Gateway community network area met with representatives of Cornwall Housing during April, it was a stark meeting with the senior team that took over last year. They have been completely honest in the failures of Cornwall Housing in the past, and have a clear plan to bring our housing stock back up to standard -

but were clear that this is not going to be a quick process. With this in mind, it was a shame that at Full Council, the Council voted to go back on the long-standing previous commitment to work towards votes for 16 & 17 year olds.

I am pleased to be able to report that my Community Chest is open for grants again this year, we have been allocated £3000 each to spend on community projects and I welcome applications from anyone who may be interested and looking for funding. There are criteria that need to be met, but it is a pretty accessible form of small funding so please do get in touch if you would like to apply - or let your residents know if there is a project, they would like support with!

In St Germans and Tideford I am delighted to report that the air filtration units will be being installed in all 14 properties in the next week. Full training is being given to the residents and it is hoped that this will make a huge difference to the people of Tideford that have been suffering with air quality issues for far too long.

**05.22/9 Planning Applications** (please view all applications at <http://www.cornwall.gov.uk/environment-and-planning/planning/online-planning-register/>)

**1/ Application PA22/03071**

**Location** Criffle Farm Tideford Saltash Cornwall PL12 5JU

**Proposal** Prior approval for conversion of an agricultural building into two residential dwellings (for information purposes only)

**This application was withdrawn on 18 May 2022.**

**2/ Application PA22/02944**

**Location:** Bechers, Tideford Cross

**Proposal:** Remodelling, alterations and two storey rear extension with variation of condition 2 of decision notice PA20/08824 dated 17/12/2020.

**Cllr Chilton proposed this application is objected to due to over-development. Seconded by Cllr Barnes. 4 voted in support of the motion. 2 abstentions and 1 opposed the motion. The proposal is carried.**

**3/ Application PA22/04216**

**Proposal** Single storey rear extension.

**Location** 1 Mill Road Tideford Cornwall PL12 5JN

**Grid Ref** 234694 / 59678

**Cllr Skelton proposed supporting this application. Seconded by Cllr Barnes. All in favour.**

**05.22/10 Planning Applications received after publication of this agenda**

**1/ Application PA22/04292**

**Proposal** Demolition and rebuild of previously approved barn (under application PA21/05979 - Conversion of existing building, previously used as a dwelling, for residential purposes to include front and rear extension)

**Location** The Cottage Penquite Farm Trerulefoot Saltash

**Cllr Skelton proposed support, seconded by Cllr Barnes. All in favour.**

**2/ Application PA22/03100**

**Application PA22/03100**

**Proposal** Proposed extension to store

**Location** Marae Barn St Germans Saltash Cornwall

**It was felt that a site visit is needed and due to the timescales and the next meeting the**

**Councillors who attend the site meeting will be given delegated authority in consultation with the Clerk to then make the response on behalf of the council. This was proposed by Cllr Skelton and seconded by Cllr Chilton. All in favour.**

**05.22/11 Planning Appeals**

None received.

**05.22/12 Planning decisions**

None received.

**05.22/13 Planning Correspondence and Reports**

**05.22/14 Planning matters raised by councillors - None**

**05.22/15 Finance**

**/1 Annual Governance Statement (Section 1) and the Annual Accounts, the Return for the year ended 31.03.2022 (Section 2)**

**Section 1** - The Parish Council is responsible for ensuring that there is a sound system of internal control, including the preparation of the accounting statements which are in accordance with the Accounts and Audit Regulations.

Section 1 of the AGAR was given to the Chair and she offered it to all councillors at the meeting.

**Cllr Hodge proposed Section 1 is approved. Seconded by Cllr Chilton. Agreed by all.**

**/2 Section 2 – Approval of Accounting Statements 2021/22**

The accounts have been audited by our internal auditor, Clive Murphy, who has found the record keeping of good quality and everything in good order.

Copies of the accounts were sent to all councillors before this meeting. The Clerk reported that the Lloyds Treasurers bank account has been reconciled to the cash book as at 31.03.2022 and that the balance at that date was £20,323.56. Nat West = £80,000.00, Lloyds Savings = £40,006.31 and The Cambridge Building Society £80,000.00. Totalling £210,329.87 (see box 7 in Section 2). Section 2 of the AGAR was given to the Chair who offered it to all councillors at the meeting.

**Cllr Witton proposed that the Parish Council approve Section 2 of the Accounting Statements for 2021/22. This was seconded by Cllr Barnes and agreed by all.**

Cllr Pipe and the Clerk will sign Section 1 of the Annual Governance Statement.

Cllr Pipe and the RFO will sign Section 2 of the Annual Governance Statement.

Following signing the annual return will be submitted to PKF Littlejohn LLP (external auditor).

**/2 To note & approve the current financial position on all accounts**

**Current financial position - Bank Reconciliation for Lloyds Treasurers account**

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

County - **Cornwall**

Financial period ending 30 April 2022

Prepared by: Mrs Emily Young (Parish Clerk)

Date: 18 May 2022



Less: unpresented cheques as at 30 April 2022

From current account only

Cheque number	Details	Amount
No cheques		(£0.00)

Net bank balance as at 30 April 2022

£80,000.00

Balance per Clerks sheet as at 30 April 22

£80,000.00

The bank reconciliations were distributed to all councillors. Cllr Griffin proposed these are all approved. This was seconded by Cllr Chilton. All in favour.

**/3 To authorise payments on the income & expenditure schedule for this month**

EXPENDITURE Date	Details	Gross (£)	VAT (£)	Nett (£)	Cheque No
23.05.2022	Clerk's May 2022 expenses	£69.00	Nil	£69.00	000830
16.05.22	Clerk's May 2022 salary+ processing fees				D.D
16.05.22	Clerk's Pension				D.D
22.05.22	£11.00 Clerk's mobile	£11.00	£1.83	£9.17	D.D
15.05.22	Southern Electric – Tideford lighting	£6.68	.31p	£6.37	D.D
23.05.22	Polbathic hall hire 23.05.22	£25.00	Nil	£25.00	000831
23.05.22	Eliot hall hire 18.05.22	£17.00	Nil	£17.00	000832
27.05.22	Biffa annual dog bin emptying invoice	£2153.40	£358.90	£1794.50	D.D
23.05.22	PE lease April 2022 legal fees. Inv 8100257618	£191.70	£31.95	£159.75	000833
23.05.22	Annual rent for St Germans Rec (Port Eliot) Jan-Dec 2022	£400.00	Nil	£400.00	000834

**INCOME**

Date	Details	Amount(£)
27.04.22	Memorial tablet for Marchant	£84.00

The expenditure and income schedule was distributed to all councillors. Councillor Chilton proposed this is approved. Seconded by Cllr Griffin. Agreed by all.

/4 To approve an extra £3.71 on last months' Clerks pension – Proposed by Councillor Griffin to approve. Seconded by Cllr Chilton. Agreed by all.

**/5 Presentation of the accounts for the year ended 31.03.2022 (Clerk)** – Year end schedule circulated to all councillors. Councillor Hodge proposed approval. Seconded by Cllr Barnes. Agreed by all.

**/6 St Germans Recreation ground grass cutting and other requests** – It was proposed by Cllr Skelton to support monthly grass cutting from June to October inclusive at a rate of £120.00 per cut. Seconded by Cllr Barnes. Agreed by all.

#### **05.22/16 Request for spending**

**/1 Tom Cox tree work in Treland area £280.00+VAT** – Proposed approval by Cllr Witton, seconded by Cllr Barnes. Agreed by all.

**/2 CALC membership renewal** – Cllr Witton proposed joining both CALC and South West Councils for the next year at a total of £1,015.06+Vat. Seconded by Cllr Barnes. Agreed by all.

**/3 Walnut tree quotation (Millennium gardens)** – Arborist quotation of £169.85 to be accepted by Cllr Hodge seconded by Cllr Witton agreed by all.

**/4 Office chair** – Cllr Witton to lend Clerk a temporary office chair. Clerk to source a permanent office chair for purchase approval at next meeting.

#### **05.22/17 Burial ground**

**/1 Memorial tablet re-positioning** – Noted.

**/2 The estate of Joan Luxton deceased** – Clerk to query burial ground to receive.

#### **05.22/18 Matters arising from the previous decisions of the council\Clerks report**

*(problems or questions from a previous decision of the council that need to be mentioned. No decisions made.)*

**None**

#### **05.22/19 Highways**

**/1 A38** – Cllr Hodge said by the end of June National Highways proposal should be known. Letter to be drafted by Cllr Hodge and sent to MP Sheryll Murray.

**/2 Church Street closure order** – 23 May – 1 June – Noted.

**/3 Signs for Bethany** – Cllr Witton to visit the site with Cllr Chilton, write to Will Glassup of Cormac and if not approved to write an EOI for the Gateway Highways scheme.

**05.22/20 Civility and respect proposal** – Proposed by Cllr Griffin to append to existing Code of Conduct but Cllr Witton proposed this is put off until Cornwall Council adopt. Seconded by Cllr Barnes.

**05.22/21 South West Water** – Cllr Witton has spoken to the parishioner. Cllr Witton to draft an FOI letter and liaise with the Clerk. Cllr Skelton seconded. All in favour.

**05.22/22 New timesheet** – Circulated by Cllr Griffin. Cllr Witton proposed leaving this to the employment committee (currently suspended). Seconded by Cllr Barnes.

#### **1 member of the public left the meeting.**

**05.22/23 Lease renewals with Port Eliot** – No further update.

**05.22/24 Nut Tree** – Cllr Pipe to do Julys entry.

**05.22/25 Jubilee coins** – No Councillors available to present the coins to the school children so the Clerk was nominated by Cllr Chilton. Seconded by Barnes agreed by all.

**05.22/26 Landmark tree planting** – Proposed by Cllr Griffin; Clerk to look at singular tree application. Cllr Griffin to investigate larger number of trees and report back.

~~**05.22/27 Civility and respect project**~~ – (duplicated by mistake. See 05.22/20 above)

**05.22/28 Polbathic bus shelter** – Cllr Witton proposed the Parish Council conducts a project



plan. Cllr Barnes seconded. Agreed by all.

**05.22/29 John Eliot statue** – It was proposed by Cllr Skelton to support the statue in principle. Seconded by Cllr Witton. Agreed by all.

**05.22/30 Boconnoc steam rally** – Clerk to check if licensing is needed for the steam rally? If a license is needed then it was felt the usual conditions to the license was needed, for example all traffic should be directed via the cricket pitch entrance.

**05.22/31 Parish Councillor reports** – *reports circulated does anyone have points or questions to raise?*

**/1 Safe38** - Cllr Hodge

At the meeting held at Tideford RBL ON 18/05/22, the chairman welcomed everyone and accepted apologies for absence.

Recent traffic accidents were discussed and it was reported the chair had reported two incidents of motorists crossing double white lines which resulted in prosecution. In February 2022, 270 incidents were reported with 86% resulting in positive action taking place.

The treasurer reported there was £283.71 in the bank and was given £42 in collections by Linda Davidson. The treasurer will be writing to the Clerk requesting a donation. The chairman of Menheniot Parish Council said they could give small donations as unable to give larger amounts until November.

There is to be an article in the Cornish Times outlining Safe 38 strategy and encouraging local people to write to their local councillors and MP regarding proposed new routes which are to be announced in June.

It is hoped to have a stand/marquee at the Liskeard show on 9th July. We have been asked if it is possible to use our marquee for that day.

**/2 SARS** – Cllr Chilton and Cllr Hodge

Recent SARS meeting held on 9/05/22 at 19:30 in Saltash Guildhall

Chairman Derek Holly opened the meeting welcoming everyone and accepted apologies for absences.

There was no police report but it has been reported that there were to be more PCSO's for Cornwall. Corkscrew will be resurfacing Fore St. At night over 3 weeks at the end of June.

Cllr Hodge gave an update on Safe 38 and issues in Tideford regarding pedestrian crossing, air pollution and Polbathic regarding speeding. Urged to contact local officials reference proposed new road layout.

Hilary Frank said there is a new person in charge of Speed watch (Elaine Fell) Hilary took Pauline and Nicola's emails to contact them regarding volunteering. (At this meeting Cllr Griffin said she did not volunteer for this).

Reports on local issues were given by Landulph; Landrake; Botus & Hatt; New Road (Saltash); and Saltash town.

Next meeting is 25/07/22

**05.22/32 Any urgent matter to be raised at the discretion of the Chair – this cannot be voted upon**

(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.)

**None.**

**05.22/33 Playparks**

**/1 St Germans** – Cllr Elliott to carry on with the weekly inspections.

**/2 Tideford** – Cllr Skelton reported fence uprights on driveway are rotten. Grass needs cutting. Cllr Hodge to let Clerk know about items to get quotes for future repair.

**05.22/34 CIL payment - Balance £2,143.56** Expires 7 May 2025. To be used to support the development of the local council’s area, or any part of that area, by funding: a) the provision, improvement, replacement, operation or maintenance of infrastructure: or b) anything else that is concerned with addressing the demands that development places on an area. (CIL Regulation 59C). **Noted.**

**05.22/35 Correspondence**

**/1 The Rural Bulletin – noted.**

**/2 Climate Change event – noted.**

**Meeting closed at 8:57pm.**

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

.....  
Date