

**MINUTES OF THE MEETING OF ST GERMANS PARISH COUNCIL HELD ON MONDAY 25<sup>TH</sup> SEPTEMBER 2023 IN THE ELLIOT HALL, ST GERMANS AT 6.30PM.**

**Present:**

**Tideford Ward:** Councillor A Hodge.  
**St Germans Ward:** Councillor N Witton.  
**Polbathic Ward:** Councillor S Barnes.  
**Bethany Ward:** Councillors P Pipe (Chair) and P Chilton.

**Also attending:** Mrs J Hoskin (Parish Clerk)  
Cornwall Councillor Kate Ewert.

**Public Forum:** There were no members of the public present.

**1.. Apologies for absence** were received and accepted from Cllrs. B Skelton, R Elliot.

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

**3. To approve the minutes of the parish council meeting held on Monday, 21<sup>st</sup> August 2023.** The minutes of the meeting held on the 21<sup>st</sup> August 2023 were approved and signed by the Chairman; proposed by Cllr Hodge, seconded by Cllr Barnes and unanimously agreed.

**4. Report from Cornwall Councillor Kate Ewert.** Cllr Ewert presented her report, as circulated. Cllr Ewert also spoke about housing in St Germans, issues around social behaviour and the criteria for housing allocations.

Local matters related to the parking arrangements for a recent event at Port Eliot Estate. Cllr Ewert offered to arrange a meeting with the organiser and the parish council for future events. It was agreed that Cllrs. Pipe, Hodge and Witton attend.

A report of high noise levels by members of the public visiting the Eliot Arms had also been addressed, and Cllr Witton had also spoken to the Environmental Health Officer.

Delays to the A38 road improvements were also discussed and it was hoped that temporary measures would be applied in the form of average speed cameras and improved road markings. The roll out of the "20mph is plenty" speed restriction across Cornwall was progressing through areas of county.

Cllr Witton enquired about a date for the next Air Quality meeting. This was not known.

Cllr Barnes reported that the black and white reflector posts at Polbathic between the garage and Sunnyside restricted visibility for drivers. The overgrown grass verges and hedges between Trerulefoot and the junction with Barn Hill were noted.

(Cllr Ewert left the meeting at 6.55pm)

**5. Planning applications – to discuss the following application.**

- a) **PA23/06998 - 2 The Gatehouse, Port Eliot Estate, Church Street, St Germans – Retrospective Listed Building Consent for three ventilation holes (approx. 100cm2 in total) have been advanced through an internal wall to a internal courtyard. These works were necessary to be compliant with part L of the building regs and necessary to provide basic amenity to persons within the property.** Support, proposed by Cllr Pipe seconded by Cllr Hodge and unanimously agreed.

**6. Planning decisions and reports to be noted.**

- a) **Nothing to report.** Noted.

## 7. Finance.

- I. **to note and approve current financial position on all accounts.** The Clerk had completed the bank reconciliation.
- II. **to approve and authorise the payment of accounts, as circulated.** It was proposed by Cllr Hodge, seconded by Cllr Barnes and unanimously agreed the accounts be approved and paid.

Method	Payee	Details	Nett	Vat	Total
BACS	J Hoskin	Salary & HMRC	1158.25		1158.25
BACS	Tamar Accounting	Monthly fee	20.00	4.00	24.00
Cheque	S L Lester	St Germans phone box	435.00		435.00
Cheque	Cornwall Council August	Legal fees Tideford lease	212.40	42.48	254.88
Cheque	A Cradick & Son	Topsoil for cemetery	100.00	20.00	120.00
Cheque	J Hoskin	2 signs for cemetery gate	14.98		14.98
Cheque	BDO LLP	2022/2023 audit	420.00	84.00	504.00
Cheque	B H Gardens	Grass and maintenance	1300.00	260.00	1560.00
Cheque	Savills	Tideford play area 23/24	100.00		100.00
Cheque	AJ GIBL Gallagher	Insurance renewal	2077.33		2077.33
Direct Debit	SSE June / July/ August	Tideford street lighting	13.69	0.68	14.37

- III. **update on the Nationwide application.** The Clerk to contact with Nationwide for an update on the application for an account.
- IV. **to confirm the date for the finance meeting.** Date confirmed.
- V. **Insurance review – revised schedule.** The amendments had been made to the insurance policy.
- VI. **proposals for the purchasing of a safe for the parish councils civic regalia.** Item deferred. Cllr Witton to check on sizes and availability.

## 8. Policy documents – update on the review of the Health & Safety and Lone Working Policies.

Cllrs. Hodge, Barnes and Witton had met and recommended no changes to the current health and safety policy. The lone working document to be reviewed.

## 9. Burial Ground – to receive a report from the burial committee and approve any work requiring attention; to include grass cutting, boundary hedges, signage, markers and green waste bins.

**Update on the work to raise the memorial stones.** The burial committee had met on site and recommended the grass be cut more frequently and collected hoping that over time the surface would return to a lawn type appearance. The contractors' quotation for this work was accepted; proposed by Cllr Chilton, seconded by Cllr Barnes and unanimously agreed. Once the height of the grass has been reduced the monumental mason could start work to raise the sunken memorial stones.

The contractor will also be asked to repair the fencing around the cremated remains plots and carry out necessary work to the shelter. Councillors also agreed to improve the signage. The Clerk had obtained signs saying "please shut the gate". Maintenance work was required to the notice board. Cllr Chilton was happy to oversee this work.

## 10. Play Parks – to identify and approve any matters requiring attention.

**St Germans** – Nothing to report. Cllr Elliot will carry out the next inspections.

**Tideford – to report on the completion of the lease.** Cllr Hodge reported the lease had been signed. Cllr Hodge had contacted the play equipment company to repair the eyebolt on the rope ladder, still under the warranty agreement. Cllr Hodge will continue with the inspections. The bark surfacing material under the roundabout had been disturbed.

**Treland cleaning update. Lease or freehold of land.** Cllr Witton to speak to the contractor about cutting outside the boundary fence. The most suitable and cost-effective method for cleaning continued to be investigated.

**11. Nut Tree – report for the next parish magazine. Feedback from committee on the request from Landrake to contribute articles in the magazine.** Cllr Pipe reported on the committee meeting that discussed a request from Landrake to contribute articles for the magazine. Landrake Parish Council would be required to financially contribute to the increased costs to produce a larger magazine and would need to arrange distribution in their own parish. The meeting resolved to allow Landrake PC time to consider this and report back to the group.

**12. Overgrown hedges around the parish – letter to residents and note work required by landowners / tenants.** Councillors agreed that an article be published in the Nut Tree magazine in the hope that landowners / tenants would take note and cut back their overgrown hedges. Areas will be monitored and the council agreed to issue a letter reminding them of their responsibilities, if needed.

**13. Matters arising from previous decisions, and any urgent matters (which cannot be voted on) at the discretion of the chair.** No matters reported.

**14. Parish Council vacancy (Tideford Ward) – to note Cornwall Council notices have been displayed and the election or co-option process following the electors rights period.** Noted. The Clerk will produce the co-option notices if no election is called.

**15. Bethany Chapel – update on the future of the building.** The Clerk had made enquiries with the Saltash and Liskeard Methodist Circuits trying to make contact with the gentleman who had previously discussed the future of the chapel with the parish council. Enquiries to continue.

**16. Polbathic corn seed drill – to consider a location for the keeping of this historic implement.** The parish council were unable to help with this enquiry, but suggested the writer of the email contacts the developer of the Brenton housing site.

**17. Parish Council reports**

**i) Safe A38 – Cllr Hodge** reported on the meeting held on the 20<sup>th</sup> September. National Highways were speaking to Cornwall Council about installing average speed cameras from Carkeel to Trerulefoot. The Cornwall Council portfolio holder for transport (Cllr Richard Holden) will be kept informed. New campaign signs were being made. The next meeting was scheduled for the 15<sup>th</sup> November.

**18. Correspondence – to be noted.**

**19. Date of the next Parish Council meeting –** the next meeting will be held on Monday, 30<sup>th</sup> October 2023 at Tideford RBL and will commence at 6.30pm with 15 minutes public forum, if required.

**20. To close the meeting.** There being no further business the meeting closed at 8.00pm