

ST EWE PARISH COUNCIL **DRAFT MINUTES**

Annual Meeting followed by the Ordinary Meeting
MONDAY 15 MAY 2023 at St Ewe Village Hall at 8.00 pm

PRESENT:

Councillors: Will Richards (Chairman), John Dickinson (Vice-chairman), Peter Cox, Kevin Davis, Mick Howell, Janet Lockyer, Peter Shannon, Terrye Teverson.

ALSO PRESENT:

Clerk to the Parish, Mrs Christine Wilson, Ward Member Cllr Michael Bunney, and nine Members of the Public.

ABSENT:

Jenna Fuggles and Philip Vellenoweth

ABBREVIATIONS:

Councillors' names – abbreviated with their initials. CC – Cornwall Council. CAP – Community Area Partnership. LMP – Local Maintenance Partnership. PC – Parish Council. SECAG – St Ewe Climate Action Group. *** indicates consultee comments for planning applications decided by the PC; formal submission is delegated to the Clerk.

MINUTES:

The meeting began at 8.00 pm immediately after the Annual Parish Meeting.

23/1 Election of the Chair.

The council **ELECTED** (proposed JL, 2nd PC) Cllr Will Richards as Chairman of the Parish Council and Cllr Richards signed his Declaration of Acceptance of Office.

23/2 Election of the Vice-chair

The council **ELECTED** (proposed PS, 2nd TT) Cllr John Dickinson as Vice-chairman of the Parish Council and Cllr Dickinson signed his Declaration of Acceptance of Office.

23/3 Apologies

Apologies were received from JF and PV.

23/4 Declarations of interest or requests for dispensation.

None for the Annual Meeting.

23/5 Appointments

A Lead Councillor — Footpaths & Bridleways.

It was **RESOLVED** to appoint Cllr John Dickinson.

B Lead Councillors — Defibrillator.

It was **RESOLVED** to appoint Cllr Will Richards and Cllr Peter Cox.

C Lead Councillor — Village Hall committee.

It was **RESOLVED** to appoint Cllr Jenna Fuggles.

D Parish Council Representative — St Ewe Climate Action Group (SECAG).

It was **RESOLVED** to appoint Cllr Terrye Teverson.

E Parish Council Representative — Cornwall Association of Local Councils (CALC).

It was **RESOLVED** to appoint Cllr Will Richards.

F Parish Council Representative — St Ewe Affordable Housing Ltd (SE AHL).

It was **RESOLVED** to appoint Cllr Kevin Davis.

Two members of the public left the meeting.

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| G | Parish Council Representatives — St Austell, Mevagissey, St Blazey Fowey & Lostwithiel CAP (Community Area Partnership).
It was RESOLVED to appoint Cllr Janet Lockyer and Cllr Peter Cox.
No one knows exactly what role the new large CAP will play, but it was agreed that at least two councillors should be familiar with St Ewe's CAP so that the parish will not miss out on any initiatives or funding available to the CAPs.
18 Parishes in this CAP are: St Ewe, Mevagissey, Grampound with Creed, St Mewan, Pentewan Valley, St Austell Bay, St Austell, Carlyon, St Blaise, Tywardreath & Par, Fowey, St Sampson, St Veep, Lanlivery, Lostwithiel, St Winnow, Boconnoc, Braddock |
| H | Parish Council Representative — Advocate Scheme- Cornwall & Devon Police.
It was RESOLVED to appoint Cllr Mick Howell. |
| I | Parish Council Employment Panel.
It was RESOLVED to appoint Cllr Will Richards, Cllr Peter Cox and Cllr Janet Lockyer. |
| J | St Ewe Relief in Need Charity, trustees for term 2022-2026.
Three 'Nominative Trustees' were appointed at the 2022 Annual Parish Council Meeting and are: Cllr Peter Cox, John Collins, and Martin Wheeley. These three 'Nominative Trustees' may co-opt two further trustees, or 'Co-optative Trustees'. |
| K | Bank signatories were CONFIRMED as Cllr Will Richards, Cllr John Dickinson, Cllr Janet Lockyer and the Clerk. |
| L | The councillors responsible for the posting on the notice boards are: PC for St Ewe; JL for Polmassick; PS for Kestle. |

23/6 Parish Council Meeting Dates

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| A | Ordinary Meeting dates for the 2023-24 municipal year will continue as before; that is, the second Monday at 7.00 pm in the odd months, meeting at the Village Hall — 10 Jul, 11 Sep, 13 Nov, 8 Jan, 11 Mar, 13 May. |
| B | The next Annual Meeting of the Parish Council: 13 May 2024 |

IN CONTINUATION

MINUTES OF THE ORDINARY PARISH COUNCIL MEETING:

23/7 Declarations of interest or requests for dispensation.

None for the Ordinary Meeting.

23/8 Public Session

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| A | The agent for Tremem Barn, PA22/11425, read a formal statement concerning the new documents, particularly a more detailed structural report. These had been sent to the parish council in March and the council sent new comments to the case officer from its March meeting. However, the case officer is now formally requesting further comments.
Councillors and members of the public voiced their concerns that the decision on this application seems to have been unreasonably delayed because of the submission of new documents. It was pointed out that the correct or incorrect procedure within the Planning Authority is a separate issue and that it is now the council's job to submit |
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further comments, considering again the information in the new documents and responses from members of the public.

The clerk read a letter from a group of neighbours to this property requesting that the parish council continue to object to the application.

The discussion and vote on this item was moved to this point in the meeting. See the decision at Minute 23/14.C.ii.

The other planning was moved to this point of the meeting (see the decision for PA23/01937 The Smithy at Minute 23/14.C.i), after which two members of the public left the meeting.

- B A member of the public requested the council look into improvements to the parish's footpaths to encourage walking and riding rather than car use. WR suggested that this is a topic for SECAG.

23/9 Meetings and governance

- A The council **RESOLVED** (proposed KD, 2nd PC) that the minutes, as read, of the meeting on 13 March 2023 were a true and correct record and they were duly signed.

Four members of the public left the meeting.

23/10 Reports

- A Report on Actions. The clerk was unable to report on actions this month because of major computer problems but will update the council at the next meeting.
- B MH reported on the latest Devon & Cornwall Police Notices which did not affect the parish directly. See the Annual Parish Meeting minutes for the annual police report.
- C Ward Member Michael Bunney's report to the Parish. See the Annual Parish Meeting minutes.
- D TT reported on the planting of wildflowers in the verges. It is the second year of a 3-year programme which is showing modest but promising results. A Cornish slate has been chosen for the Queen's Jubilee Tree marker. There have been no new projects that would require a meeting of SECAG; however, TT mentioned a grant with up to £5K of match funding for 'green' projects.

23/11 Considerations

- A It was **AGREED** that the preliminary information received at the Annual Parish Meeting about a possible housing project where the previous application (**PA21/08050** | Outline application with some matters reserved for rural exception site for up to nine dwellings and associated landscaping works | Land North East Of Glebe Cottage St Ewe PL26 6EY) which was dismissed at appeal (APP/D0840/W/22/3302876), should be discussed again in depth at a well-publicised meeting to engage with the community.

Cllr Bunney made his apologies and left the meeting.

- B The council **RESOLVED** (proposed JD, 2nd WR) that the 2002 Jubilee bench at Polmassick should be renewed with parish council funds. JD and WR will coordinate the work.
- C The council **RESOLVED** (proposed PC, 2nd JD) to accept the Grass Cutting Agreement with Cornwall Council for the verges around St Ewe village and to approve the renewal of last year's cutting schedule.
- D NOTICBOARDS. The council is very grateful to the person who has renovated the Kestle

noticeboard and made it as good as new. Thank you very much! The council **RESOLVED** that the noticeboard in Polmassick is falling apart and dangerous and will be removed. There has been no response to the parish council's question about whether the noticeboard in Polmassick was useful to residents and therefore there was no proposal to replace the Polmassick noticeboard. A volunteer has offered to fix the St Ewe noticeboard, so it was further **RESOLVED** to provide the materials at reasonable cost.

23/12 Year-end Accounts

A	2022/23 YEAR-END FINANCIAL DOCUMENTS. The council reviewed the YE documents prepared by the Clerk as Responsible Financial Officer and previously circulated, including the Clerk's Financial Briefing Note, the Budget/Precept, the year-end Asset Schedule, Bank Reconciliation, Cash Flow and Budget Comparison, the Community Infrastructure Levy Report, the Aura Turbine Fund Report, Notice for the period for the exercise of public rights, the complete AGAR with the Explanation of Variances and the Explanation of Reserves, the List of Payments and the Budget Comparison Chart. These documents will be on the parish council website by 30 June 2023.
B	RESERVES. The council RESOLVED to approve the allocation of reserves for the end of 2022/23 and the beginning of the 2023/24 fiscal year: Contingency Reserve £2,560.84; Election Reserve £3,345.00; Community Infrastructure Levy (CIL) £3,260.35; Climate Action Group Projects £40.62; Transparency Fund 2018-19 £109.40; Aura Wind Turbine Fund £2,684.12; St Ewe Defibrillator £400.04; Emergency Fund £169.50; Noticeboard reserve £1,209.33.
C	TRANSPARENCY CODE. The council RESOLVED to confirm the council's adherence to the Transparency Code for Smaller Councils which ensures that key council documents are publicly available on the council's website.
D	WEBSITE. The council RESOLVED to approve the documents for posting on the website: The 2022/23 Financial Report, 2022/23 CIL Report, 2022/23 List of Payments and 2022/23 Budget v Payments Chart.
E	INTERNAL AUDITOR'S REPORT. The council RECEIVED and NOTED the internal auditor's report which will be available on the website and which did not require any action.
F	AGAR (Section 1) ANNUAL GOVERNANCE STATEMENT. The council RESOLVED to answer each Governance Statement in the affirmative.
G	AGAR (Section 2) ACCOUNTING STATEMENTS. The council RESOLVED to approve the Accounting Statements. It further RESOLVED to approve the Bank Reconciliation, the Explanation of Variances –Box 6 and the Explanation of Year-end Reserves for the 2022/23 fiscal year.
H	AGAR CERTIFICATE OF EXEMPTION. The council RESOLVED (proposed KD, 2 nd JL) to approve the Certificate of Exemption which, in accordance with Section 9 of the Local Audit (Smaller Authorities) Regulations 2015, exempts the council from a 'limited assurance' review, at a savings of £210. All required AGAR and other accounting documents will be made available to the public on the council's website.
I	PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS. The council CONFIRMED the dates for the period for the exercise of public rights as set by the Clerk: Monday 05 June 2023 until Friday 14 July 2023 inclusive. Notice will be posted on the noticeboards and the website at the page <i>Council Accounts</i> .
J	SIGNATURES. The council RESOLVED to authorise the Chair's signature on the AGAR

Sections 1 & 2 and on the Cert. of Exemption, duly countersigned by the Clerk.

23/13 Finance

A	The council RESOLVED (proposed PC, 2nd JD) to grant £700 for the maintenance of All Saints churchyard.																						
B	The council RESOLVED (proposed PC, 2nd JD) to grant £300 toward the publication costs of the Tower & Spire magazine.																						
C	The council RESOLVED (proposed PC, 2nd JD) to grant £500 for the maintenance of the Village Hall and further RESOLVED (proposed PC, 2nd JD) to grant £500 from the Community Infrastructure Levy (CIL) toward the purchase of a new cooker for the Village Hall. The cooker will cost just over £1000.																						
D	The council RESOLVED (proposed WR, 2nd PC) to continue its annual membership in CALC (Cornwall Assoc. of Local Council) at a cost of £271.65 + VAT, as their advice to and advocacy for local councils helps St Ewe in particular and the county as a whole.																						
E	The council RESOLVED (proposed WR, 2nd JD) to renew its insurance, the 2 nd year of a 3-year long term agreement, at £414.32.																						
F	<p>The council AUTHORISED payments for month totalling £3,944.70 (proposed WR, 2nd TT).</p> <table> <tr> <th>Description</th><th>Amount with VAT</th></tr> <tr> <td>Clerk salary & expenses</td><td>£548.28</td></tr> <tr> <td>HMRC clerk</td><td>£126.00</td></tr> <tr> <td>Insurance, 2nd year of 3-year agreement</td><td>£414.32</td></tr> <tr> <td>CALC subscription</td><td>£319.10</td></tr> <tr> <td>Internal Audit</td><td>£125.00</td></tr> <tr> <td>Grant, maintenance of Churchyard, All Saints</td><td>£700.00</td></tr> <tr> <td>Grant, publication of Tower & Spire</td><td>£300.00</td></tr> <tr> <td>Grant, Village Hall maintenance</td><td>£500.00</td></tr> <tr> <td>Grant, Village Hall new cooker</td><td>£500.00</td></tr> <tr> <td>Village Hall room hire through Mar'23</td><td>£412.00</td></tr> </table>	Description	Amount with VAT	Clerk salary & expenses	£548.28	HMRC clerk	£126.00	Insurance, 2nd year of 3-year agreement	£414.32	CALC subscription	£319.10	Internal Audit	£125.00	Grant, maintenance of Churchyard, All Saints	£700.00	Grant, publication of Tower & Spire	£300.00	Grant, Village Hall maintenance	£500.00	Grant, Village Hall new cooker	£500.00	Village Hall room hire through Mar'23	£412.00
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23/14 Planning

A	Planning Correspondence. The council AGREED to send a letter to the heads of the Planning Authority with a copy to the Ward Member about the delayed decision regarding Tremen Barn. The controversy over this development has lasted over 12 months and has put undue stress and hardship on the applicants and the community.
B	Of note.
	<p>i. PA23/01437 Listed Building Consent:- Fit a 150mm diameter balanced flue through the outside wall to enable a LPG Stovax Vogue gas stove to be installed into the main living room of the property The Grooms House The Stables Pentewan St Austell PL26 6EN</p> <p>After consultation, no councillor requested an extension for consultee comments and the clerk submitted the following to the case officer on 11 April:</p> <p>*** St Ewe Parish Council has NO COMMENT on this application and will leave the decision to the expertise of the conservation officers.</p>
C	Applications for consultee comments.
	<p>i. PA23/01937 Change of use of holiday let to dwelling The Smithy St Ewe St</p>

Austell Cornwall PL26 6ES.

The council did not see significant changes to the documents from the previous application considered by the council in July and November 2021 (PA21/05173). After lengthy discussion the council **RESOLVED** (proposed JD, 2nd PC) to submit the following consultee comments:

*** St Ewe Parish Council continues to OBJECT to this application. The Smithy is an awkward unsustainable property because it has contravened previous planning permission which prohibited 'extensions including porches and oil tanks'. The Parish Council has asked that Enforcement look at the extensions as contravening previous permissions. The Agent states that it conforms with Policy 7, Section 3: *Reuse of suitably constructed redundant, disused or historic buildings that are considered appropriate to retain and would lead to an enhancement to the immediate setting. The building to be converted should have an existing lawful residential or nonresidential use and be ten years old or greater.* However, the Parish Council maintains that the extensions of the original Smithy are not lawful. The Smithy currently contravenes planning policy. The Agent also quotes Policy 7 Section 1. *Replacement dwellings broadly comparable to the size, scale and bulk of the dwelling being replaced and of an appropriate scale and character to their location.* The Parish Council maintains that CURRENTLY the dwelling is NOT 'of an appropriate scale and character' to its location. Extensions without planning permission have blocked the area which could have been used to extend parking because in practice residential use would require parking for 2-3 cars. Interestingly, the photograph in the agent's Planning Statement of 'The Smithy' (page 4) points directly to the small plot of land in front of the property, which is not owned by The Smithy, and which is used for access to the neighbouring properties. The current use of this property is awkward for its neighbours wishing to gain access to their own houses and parking spaces. If the Local Planning Authority grants residential permission to The Smithy in its current form, the parking and access for all these properties – abutting a relatively fast road – will never be resolved and would support an unsustainable situation.

ii. **PA22/11425 | Conversion of barn to dwellinghouse | Tremen Barn Tregony Truro Cornwall TR2 5SJ.**

The council discussed the application at length and considered representations from neighbours to the development (see Minute 23/8.A). The council **RESOLVED** (proposed JD, 2nd PS) to submit the following consultee comments:

*** This week St Ewe Parish Council heard and discussed a presentation by the Agent for this application which highlighted the new supporting documents. The Council also considered comments from parishioners about the new documents.

St Ewe Parish Council continues to OBJECT to this application. The existing walls were found dilapidated and unsuitable for conversion in 1988 and in 2014. The Planning Authority's 2014 refusal was strongly supported by the Planning Inspectorate in 2015 on the grounds that the walls are unsuitable for conversion, and it is therefore a development in the open countryside.

The Parish Council is not qualified to assess the applicant's Structural Report, which is not independent, but the council requests that it be considered by a Structural Engineer from Cornwall Council because the estimated percentage of rebuild ("11% of the total wall area"; page 5) appears to be optimistic, and does not appear to take into consideration the building of a completely new section of wall, nor that some

existing walling is not part of the building's roofed area, nor does the report seem to consider the absence of a roof.

The Parish Council has followed the development of this property closely for the last 12 months. It was consulted in February 2023; more documents were sent by the agent and the Council commented to the case officer again in March. There is now a new public consultation with the same documents the Council commented on in March. For over a year this development has significantly disrupted the neighbouring properties and caused the wildlife there to flee. For the amenity of the area, for the peace of mind of all concerned, including the applicants, and for the reputation of the Planning Authority, a decision on this application should not be delayed any further.

23/15 Highways & Flooding

A member of the public highlighted the problems regarding the drain at Edge Corner and the drain at Polmassick Cottage. The council asks Cllr Bunney to chase these.

23/16 Assets – reports and maintenance

A Footpaths and verges. Nothing to report.

B Telephone Kiosks. Nothing to report.

C Website. Nothing to report.

23/17 Parish Matters – reports

A SE AHL (St Ewe Affordable Housing Limited). Will be invited to the next meeting to discuss housing need in the parish.

B Village Hall. Nothing to report.

23/18 Correspondence & Invitations

Because of a complete computer failure, Clerk's Notes were not completed this month, but there will be a bumper Notes for the next meeting, and in the meanwhile, the clerk will send an informal version.

23/19 Business for the next meeting

Discussion of housing need in St Ewe Parish. Update on the St Ewe noticeboard and the bench at Polmassick.

23/20 Second Public Session for feedback from the public

None.

23/21 Dates of next meetings.

A Ordinary Meeting 10 July 2023, 7.00 pm at St Ewe Village Hall.

B An extraordinary meeting may be called by the Chair to decide on Planning or other business if needed. An agenda would be posted 3 clear days before.

The meeting closed at 9.55 pm and the Chairman thanked everyone for attending.

Mrs C Wilson ~ Parish Clerk ~ 30 May 2023

SIGNED:

THESE ARE DRAFT MINUTES.

Chair of meeting: _____ Date: _____