



# ST AGNES PARISH COUNCIL

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## Full Council meeting – 6<sup>th</sup> February 2023

Minutes of the meeting of St Agnes Parish Council as above, held at Parish Rooms, St Agnes, TR5 0TL, 19:15.

**Present:** Cllrs Rodda (Chair), Clark (Vice Chair), Barrow, Bradbury, D Brown, G Brown, Bunt, Caddy, Kimberley, Ripper, Watson, Woolcott.

**Absent:** Cllr Davies, Nason.

**In attendance:** L Dunkley, Clerk; Cwll Cllr Mitchell.

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### 193/22 Apologies for absence.

**RECEIVED** from Cllr Davies, Nason.

### 194/22 Declarations of interest/Requests for dispensation. None.

### 195/22 Public Participation. None.

### 196/22 Cornwall Councillors' reports.

Cwll Cllr Mitchell reported concern by a local resident regarding the timings of the charging periods at Trelawny Rd car park. The car park working group are still reviewing and recommendations will come to a future Council meeting. Modular housing is needed for 700 people across Cornwall, though only one family is in need in St Agnes Parish. Cwll Cllr Mitchell will liaise with potential site owners. There is a planned symposium at the MMI on 28<sup>th</sup> February (10:00-17:00) – John Warner, Senior Housing Officer at CC and other partners such as DWP representatives in attendance. Tim Farron (ex Lib Dem leader) has developed a 7-point plan to combat damage caused by the proliferation of second homes – further information forthcoming.

Cllr Clark has liaised with Cwll Cllr Arthur, and he had nothing to report. Cllr Clark further added that there was housing need for Ukrainian families that have been hosted within local households so far.

Cornwall Council Out of hours car parking charging changes are causing concern. Cllr D Brown asked how the Council should feed in to the consultation. **Officers to place on February E&P agenda.**

### 197/22 Council meeting minutes: 5<sup>th</sup> December 2022

**RESOLVED** that the minutes of the [meeting](#) the Council having been previously circulated, be taken as read, approved and signed. Cllrs Clark/Barrow. 11 in favour, 1 abstained: Cllr Kimberley. No matters arising **NOTED**.

### 198/22 Council meeting minutes: 23<sup>rd</sup> January 2023

**RESOLVED** that the minutes of the [meeting](#) the Council having been previously circulated, be taken as read, approved and signed. Cllrs Watson/G Brown. 10 in favour, 2 abstained: Cllrs Bradbury, Kimberley. No matters arising **NOTED**.

### 199/22 Committee meeting minutes

**NOTED** the minutes and resolutions therein of the Committee meetings as below:

- Environment & Property Committee – [9<sup>th</sup> January 2023](#) (draft)
- Planning Committee – [19<sup>th</sup> December 2022](#); [23<sup>rd</sup> January 2023](#) (draft)
- Human Resources Committee – [10<sup>th</sup> January 2023](#) (draft)

### **200/22 Schedule of Payments**

**RESOLVED** to approve as above. Cllrs Clark/Barrow. Unanimous. **RECEIVED** a [budget report](#).

### **201/22 Internal Control 2022/23 Quarter 3**

**RECEIVED** [as above](#). **APPOINTED** Cllrs Clark and Kimberley to undertake checks in April for 2022/23 Quarter 4. **Clerk to coordinate**.

### **202/22 Bi-monthly Library reports**

**RECEIVED** written reports from the [Library Manager](#) and the [Children's and Community Outreach Assistant](#). **RECEIVED** a [recommendation](#) on setting commission for sales of items through the library and to **RESOLVED** to set commission at 22% for sales under £20 and 28% for sales of £20 and over. Cllrs Watson/Ripper. Unanimous. **Officers to enact**. Thanks were given to both officers for their detailed reports.

### **203/22 Trelawny Rd car park building lease to Cornwall Council**

**RECEIVED** [correspondence](#) as above to terminate. **RESOLVED** to terminate the lease on 1<sup>st</sup> April 2023. Cllrs D Brown/Ripper. Unanimous. **Clerk to respond**.

### **204/22 Car park pay and display machines maintenance contract**

**RESOLVED** to select the [option](#) for the silver maintenance contract. Cllrs Ripper/Barrow. Unanimous. **Officers to respond**.

### **205/22 Salt bin provision**

**CONSIDERED** the provision of salt bins across the Parish ([1](#), [2](#)). **RESOLVED** to take no action at this time. Cllrs D Brown/Barrow. Unanimous.

### **206/22 Draft lease with St Agnes Museum**

**CONSIDERED** the content of a new draft lease with St Agnes Museum ([1](#), [2](#)). **RESOLVED** to approve the content subject to agreement by the St Agnes Museum. Cllrs Clark/Woolcott. Unanimous. **E&P Manager to pursue**.

### **207/22 Bollards on the highway near Mithian School**

**RECEIVED** a verbal report from Cllr Watson, who gave full details on the context of parking issues at Mithian School, notably at collection time. The issue stems from an expansion of the School in 2005 but without additional parking to accommodate the increase in pupil numbers. There are no safe walking or cycling routes/access to the school, so each child must be driven. Mithian School approached a local farmer in 2006 to obtain land for a small car park, and they currently pay a peppercorn rent for this. Due to legal restrictions and size limitations it remains that around 45 cars per day must park on the verge of the main road to drop off and collect children. Though this has not caused traffic jams in the past, it is not an ideal situation from a safety perspective. The introduction of bollards along the verge has worsened the safety and congestion matter, and the proposal to install them was objected to by School Governors, parents, and the headteacher. Cllr Watson has raised concerns with the Highways Manager though it is reported that there is little appetite, and no funds, from them to help alleviate the situation. Cllr Watson is working with the School to draw up a plan for additional off road parking, though funding needs will be significant and are as yet unmet. **RESOLVED** to write to the Highways Department to express dissatisfaction that key stakeholders (governors, parents, headteacher) were not listened to regarding the installation of bollards. Cllrs Rodda/Barrow. Unanimous. **Clerk to draft letter; Cllr Watson to continue to pursue solutions with Mithian School**.

### **208/22 Coronation of King Charles III**

**CONSIDERED** the Council's involvement in any commemorative events. Blackwater are holding a "picnic in the park" on Sunday 7<sup>th</sup> May. The MMI, Chamber of Commerce, Silver Band and St Agnes Singers are all interested in a potential event in St Agnes. Cllr Barrow will investigate Porthtowan planned activities. Cllr D Brown suggested a commemorative volunteering community event (an expression made by the King). Mt Hawke are planning a simple party on the Green.

The Council felt it is not appropriate to spend on items such as commemorative mugs – though some sort of permanent structure or item could potentially be installed at the Platinum Paddock, for example. **CLlr Clark to liaise across community groups to gather information. E&P Committee to discuss.**

**209/22 Update: Emergency centres and Emergency Plan**

**RECEIVED** as above from the working group. The draft Emergency Plan is now with Cornwall Council for comment.

**210/22 Items for Bolster magazine**

**RECEIVED** suggested items: Coronation plans amongst the community. Full colour article on Platinum Paddock. Welcome to new Cllr.

**211/22 Notification of meeting/Suggested items for agenda: 6<sup>th</sup> March 2023**

**NOTED:** Committee membership, Coronation, Emergency Plan.

**212/22 Reports from Council representatives**

**NOTED** the following reports:

- Blackwater Village Trust – planned activities include the litter pick, tree planting in the park, Passmore Edwards celebrations, Spring Show, Coronation big lunch party. Lithium drilling is currently happening and causing some concern. The play area has new equipment being installed.
- Mount Hawke Millennium Green – the playground safety inspection has been received and the list of risks is being worked through by the group.

**213/22 Public Bodies (Admissions to Meetings) Act 1960.** None.

Meeting closed at 20:40.

### Appendix A: SCHEDULE OF PAYMENTS

Atlas Tree Services	Essential tree work (to S. Chestnut) in Garden of Rest. Clerk	£370.00
Steve Opie Plumbing	Fit water heater at the library. Clerk	£330.00
C Callaway	Travel expenses incurred - First Aid training (16th & 17th January)	£25.92
Kernowek Gardeners	Open spaces cutting - August (x1 cut), Sept (x2), Oct (x2), Nov (x1)	£1,980.00
Kestrel Guards Ltd	Annual keyholding premium for all sites to 30/11/2023	£262.26
Printout Printing Servs	x2 Erection of Memorial Permit books & x2 Burial Receipt books. Clerk	£48.00
Crest Medical Ltd	First aid kit full refill supplies for office and library. Clerk	PAID £57.50
B E White	Budget preparation work for 2023/24 budget & precept, per contract	£645.00
Brazier Ext. Cleaning	Window cleaning at Parish Rooms, library and public WC sites, per contract	£95.00
Clive Kalber	Cemetery maintenance and grave digging - January 2023	£1,910.00
C Belsito	Vehicle mileage - Library community outreach work undertaken in January	£17.01
IPS Group (UK) Ltd	Card transaction fees for parking meters + secure wireless data - Jan 2023	£95.10
Staffing costs	Total expenditure - February 2023	£25,602.41

PETTY CASH RECORD      January 2023 total - £28.86

LIBRARY TAKINGS      January 2023 - £108.29

#### RECEIPTS

Car park card pymnts	195 card payment transactions- Trelawny Rd C/P parking meters - Jan 2023	£533.00
RingGo (Park Now Ltd)	Income from car park pay & display charging via RingGo app - January 2023	£393.31
M Carveth	Interment of ashes	£350.00
Dignity Funerals	Burial (non-parishioner)	£1,650.00
Beaconsfield C'ttee	Donation	£900.00
D Lovering Funerals	Single depth burial	£1,100.00
Tresise & Baldwin	Memorial inscription	£30.00
Haven Insurance	Insurance claim (Chiverton bus shelter) refund of excess from other party	£250.00