

**Minutes of the Meeting of St Just in Roseland Parish Council held on Monday 7<sup>th</sup> July 2025 in the Millennium Room, St Mawes. The meeting commenced at 7.00pm.**

**Councillors Present:** R Giles (Chair), K Ives, E Andrew, K Warren, C Williams, P Salter, R Baylis, P Hare-Scott, A Fordham, A Marchant, S Goldsmith

**Also present:** J German (Cornwall Council), H Couch (Parish Clerk), R Fordham (Parish Administrator) and three members of the public.

**1. To accept apologies for absence:** None

**2. Declaration of Interest:**

- a) Disclosable Pecuniary Interest – None declared
- b) Non-Registerable Interest – None declared
- c) Of gifts to the value of more than £25 - None declared
- d) To consider requests for dispensation on items on the agenda – None declared

**3. Public Participation:**

St Mawes Fire Station – Co-Responder Issue

The Watch Manager of St Mawes Community Fire Station addressed the meeting about the decision by the South West Ambulance Service to terminate the Fire and Rescue Service co-responder partnership with the Ambulance Service, and continue only with volunteer community first responders, due to financial constraints. St Mawes Fire Station is the most remote fire station in Cornwall, and the importance of having the four trained personnel close at hand in an emergency situation cannot be overstated and has been proved many times.

The councillors also appreciated the chance to view the two fire trucks before the start of the meeting, and to talk to the crew.

**4. Confirmation of the minutes of the Parish Council Meeting held on 2<sup>nd</sup> June 2025.**

The Council **RESOLVED**, by a show of hands by those who had attended that the said minutes be approved. All in favour and they were duly signed by the Chairman.

**Matters arising:**

Update on Tavern Beach Fence

The fence has now been reduced in height. The Clerk stressed that if further instances of criminal damage should take place, it will result in police involvement.

Update – Tredenham Road Traffic Consultation

The Administrator will clarify positioning of existing and proposed signage.

Update on Parish Footpaths

Due to the hot and wet weather recently, vegetation has grown very fast on many footpaths around the parish. The Clerk stressed that the contractor is cutting according to the schedule, but noted that there had been a misunderstanding about the one and two cut policy, which has now been rectified. It was noted that the contractor had tried twice to cut the footpath from Freshwater Boatyard to Priory Corner but had not been allowed to park on both occasions.

Update on Roseland Youth Sailing Trust regarding Parish Council sponsorship

Thanks from the successful candidate for a place aboard the 2025 offshore sailing expedition were noted. The Parish Council sponsor one place on the expedition for a candidate, who must be a resident in St Just in Roseland Parish.

**5. Cornwall Councillor Report**

Following the report from St Mawes Community Fire Station, Cllr German noted that he has asked for data on response times to emergency calls.

Cllr German has requested clarity on the issue of the closure of Tregony Police Station from Devon and Cornwall Police, and requested Parish Council support on the issue, as the Government is prioritising neighbourhood policing. It was agreed to write a letter to re-iterate the importance of policing on the Roseland.

Cllr German confirmed that he is on the committee of Cornwall Council Natural Landscape Trust and noted that there are several projects being discussed.

A councillor raised the issue of a Cornwall Housing property in Harbour View that has been vacant for six months. Cllr German confirmed that he has raised the issue of this particular property, and the wider issue of empty properties lying vacant, with Cornwall Housing, and that discussions are ongoing.

**6. Clerks Report**

The clerk has attended Rialtas online training (accounting software for Parish Councils) in June and July, and also the SLCC (Society of Local Council Clerks) Devon and Cornwall meeting in May.

Discussions are ongoing with the Head of Localism for Cornwall Council regarding the wooded area to the west of St Mawes Car Park.

The Clerk has assisted the police with a traffic incident in St Mawes Car Park, using our CCTV footage.

Code of Conduct training – July 10<sup>th</sup>: As the Millennium Room isn't available for this training, the Clerk confirmed that she will download the session and arrange a suitable time for all councillors to attend.

## **7. External Committees & Local Representatives**

### Heritage Group Proposal

Cllr Williams outlined a proposal to make changes to the ground floor of the Millennium Rooms building and reallocate the space to form a joint Visitor Centre/Heritage Group exhibition space. The idea was well-received by the councillors but the proposal needed more investigation to understand the options available. Cllr Fordham proposed that the Millennium Rooms Management Committee should investigate options available and come back to Full Parish Council for a decision. Seconded by Cllr Hare-Scott. All in favour. Administrator to table a meeting of the Millennium Rooms Management Committee to begin discussions.

### Recreation Ground

Cllr Williams requested an update on the legal proceedings of the possible transfer of ownership of St Mawes Recreation ground to the Parish Council. Clerk to action.

### Gerrans and St Mawes Football Club

Cllr Ives reported that the building works were progressing well.

## **8. Correspondence**

### Missing heritage finger post in St Just

The Clerk has received emails from a concerned resident regarding the missing finger post. She confirmed that a crime number has logged by the police, although it was felt that the chances of the post re-appearing may be minimal. The importance of replacing the sign was noted and will be actioned; however it was agreed that in the meantime a temporary sign should be installed (construction to be decided) due to the many visitors to St Just in Roseland Church and Gardens. Clerk to check insurance cover and contact St Just in Roseland Church.

### Possible closure of Tregony Police Station

See Cornwall Councillor's Report

### Possible amendment to Parish Ward Boundary

The possibility of moving the internal ward boundary between St Mawes and St Just in Roseland Wards has been raised, as there are currently eight residents who are closer to the polling station in St Mawes, but who due to the boundary change now have to vote in St Just in Roseland. Cllr Baylis proposed that the Clerk should investigate the cost and processes of a Community Governance Review for the next meeting. Seconded by Cllr Warren. All in favour.

### Condition of former Barclays Bank building in St Mawes

Cllr Fordham had been approached by a resident concerned about the deteriorating condition of the former Barclays Bank building along the front in St Mawes, which has been unoccupied for many years. General concern was noted by the councillors, and it was agreed that a letter should be sent to the management company strongly expressing this concern and requesting a progress report.

### Possible scuba/snorkel pop up on Summers Beach

The Council has received a request from Karleyth Diving Ltd to run a series of pop ups on Summers Beach during the summer period, offering try dives and snorkelling lessons, together with beach cleans. Whilst supportive in principle, it was agreed that further information about equipment, processes and safety issues should be requested before proceeding further. Clerk to action.

## **9. Accounts and Finance**

The Council was asked to note the following payments:

The Bacs were approved	£0
Direct Debits/Debit Card/ Standing Orders shown as paid in June	£19,318.13
Salaries for June	£7,562.71
Income shown as received during June	£46,305.05

Approval of the payments of accounts was proposed by Cllr Baylis and seconded by Cllr Hare-Scott. All in favour by a show of hands. **RESOLVED** by the Council.

The car park income for June was noted.

	Pay & Display	Pay & Display	Permits	Permits	Total
	Monthly	Cumulative	Monthly	Cumulative	Cumulative
June - 24	32,225.90	79,396.25	744.00	37,607.33	117,003.58
June - 25	32,687.00	67,711.10	1,350.00	36,766.70	104,477.80
<b>June 2025 comparable with 2024</b>	461.10	-11,685.15	606.00	-840.63	-12,525.78

This includes £29,692.40 (gross) taken on card payments.

#### Housing Needs Survey

The Clerk confirmed that SMART (St Mawes Affordable Regeneration Team) have submitted a request for the Parish Council to cover the cost of the proposed Housing Needs Survey to illustrate the local overall picture of housing need in the parish as part of the Way Forward Initiative's Community Led Housing Scheme. Cllr Fordham proposed the motion to cover the £797.34 cost, seconded by Cllr Andrew. All in favour.

The Parish Council had also been requested to give their view on the content of the survey – it was decided to schedule a separate meeting to discuss this as soon as possible, as the proposed closing date of the survey was the end of September.

#### **10. To note Committee Meetings held since last Full Parish Council Meeting and discuss recommendations:**

- Planning Meeting on Monday 9<sup>th</sup> June – cancelled due to no plans
- Personnel Meeting on Monday 30<sup>th</sup> June:
  - i. To adopt Code of Conduct
  - ii. To adopt Standing Orders

Cllr Warren proposed that the Parish Council should adopt both the Code of Conduct and the Standing Orders. Seconded by Cllr Fordham. All in favour. Hard copies of both policies will be distributed to all councillors and updated on the website. Councillors were advised to read the new updated policies.

#### **11. Parish Issues/Concerns**

##### Parish Emergency Plan

The Emergency Plan has been accepted by the Emergency Management Team at Cornwall Council. Cllr Giles proposed a vote of thanks to the administrator for the compilation of the Plan.

##### Summers Beach Steps

Work restarted on the revetment on Summers Beach on 7<sup>th</sup> July and will continue to 11<sup>th</sup> July.

##### Railings in St Mawes Disabled Toilet

New support railings have been ordered for the disabled toilet, as the current ones have deteriorated and are rusting. Parish Council handyman to install.

##### Hedgecutting – Upper Castle Road and Newton Road

A contractor has been instructed to cut these hedging areas by the end of July. Councillors also highlighted various areas of the parish where vegetation needs to be cut back including Hillhead, Sam's Bank and Harbour View. The difficulty of dealing with this issue where homeowners are not dealing with overgrown vegetation on their property was highlighted and it was agreed to send letters asking owners to work with the Parish Council to keep roads and pavements clear. However, it was noted that it might be expedient for the Parish Council to take the initiative in some instances and organise cutting.

##### St Mawes Co-Responders

The Parish Council agreed that this service is vital and will provide letters of support to the local MP, the Ambulance Service, and Cornwall's Chief Fire Officer.

##### Community Speedwatch

Discussions about forming a volunteer group are ongoing

##### New Car Park Machines

The delivery of the machines is scheduled for Wednesday 9<sup>th</sup> July. Installation date to be confirmed.

##### Gig Club Shed – St Mawes Car Park

This will be completed and opened by the weekend of 12<sup>th</sup>/13<sup>th</sup> July.

Percuil View Parking

Administrator to chase Highways/Environment Team

Hillhead Bench

Administrator to check condition and action.

**12. Future Meeting dates and road closures:**

- Planning Meeting to be held on Monday 14<sup>th</sup> July 2025 @ 6.00 pm in the Millennium Room
- Personnel Meeting to be held on Monday 21<sup>st</sup> July @ 5.15pm in the Millennium Room
- Finance Meeting to be held on Monday 28<sup>th</sup> July @ 5.30pm in the Millennium Room
- Car Park Meeting to be held on Monday 28<sup>th</sup> July @ 6.15pm in the Millennium Room

**13. Any other business that the Chairman considers to be of urgency**

None

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**14. Enforcement – None**

**15. Personnel Issues - None**

**There being no further business, the meeting closed at 8.50pm**

The next meeting is on Monday 4<sup>th</sup> August 2025 at 7.00 pm in the St Mawes REC Hut.

**Signed as a true record.....Chairman**