

**Minutes of the Meeting of St Just in Roseland Parish Council held on Monday 4<sup>th</sup> August 2025 in the REC Hut, St Mawes. The meeting commenced at 7.00pm.**

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

**Also present:** J German (Cornwall Councillor), 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 – Cllr Fordham (Item 15 – Personnel)
- 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:**

The Parish Council sponsored one place on the recent trip on the tall ship Helen Mary, as part of the Offshore Sailing Programme of the Roseland Youth Sailing Trust. The place had to be taken by a resident of the parish, between 16 and 18 years old. The trip is now concluded, and the person sponsored addressed the meeting about the experience. He had a great time, and responded so well to the experience that he has been asked to return for the trip next year as a Watch Officer. The Parish Council was thanked for providing the funds for such an amazing opportunity.

**4. Confirmation of the minutes of the Parish Council Meeting held on 7<sup>th</sup> July 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:**

Missing Fingerpost in St Just in Roseland

There has been no further information about the reason for the disappearance. Cllr German reported that Cornwall Council have agreed to replace the sign like for like, and thanks were offered to a resident for constructing an excellent temporary replacement so quickly. Clerk to send letter of thanks.

Scuba/Snorkel pop-up on Summers Beach

As requested, more detailed information has been obtained about this venture, following a meeting between the business owner, Cllr Giles and the Clerk. The pop-up will offer snorkel starter lessons to people 12 years and over from Summers Beach this summer, keeping inside the swimming buoys, on days when the tide is favourable. All necessary kit will be brought on the day and taken away at the end of the session. All licences and insurances are in place. Cllr Andrew proposed that the pop-up should be granted permission and allowed to proceed. Seconded by Cllr Hare-Scott. All in favour.

Summers Beach Steps

The Administrator reported that the repairs to the Steps have finally been completed.

Hedgecutting – Lower Castle Road and Newton Road

These hedges have been cut. Following a concern noted by a member of the public about the condition of the wall on the bend up by the Castle following the cut, this has been inspected by Cllrs Giles and Salter, who reported that any appearance of damage would be repaired by vegetation growing back. In their opinion, there was no need for any further repair. Thanks had been received from residents following both areas of hedgecutting.

Percuil View Parking

Following a request from a resident to clarify the parking situation on Percuil View, it was confirmed that as an unclassified road it had no parking restrictions.

New Car Park Machines

Due to unforeseen issues with the electricity supply in the car park, the new car park machines have not been installed as planned. The Clerk is in talks with Cornwall Council to resolve the issue.

St Mawes Co-responders – support letter

The Clerk confirmed that a letter had been sent from the Parish Council to South West Ambulance Service following their decision to terminate the Fire and Rescue Service co-responder partnership, expressing support for the continuance of the scheme. The letter has been acknowledged and a full response has been promised.

#### Barclays Bank Building – email to Management Company

A response has been received, however it was not felt that it has addressed the Parish Council's concern about the unsightly and deteriorating external appearance of the building, and the consequent effect on the street scene. Clerk to send another email requesting further clarification.

#### Hillhead – Middle bench

This has been added to the bench asset list.

### 5. Cornwall Councillor Report

- Cllr German confirmed that Cornwall Council has received the grants from the Government for installation of electric car charging points, the lead time being approximately 18 months. It was requested that Cllr German confirm that St Mawes is on the list.
- There has been no further progress on the policing situation on the Roseland following the closure of the Tregony Police Station. Cllr German is pursuing the situation.
- Just for information, Cllr German reported that there is to be another consultation on pharmacy contracts throughout Cornwall. St Mawes Pharmacy has a different contract due to its location, so shouldn't be affected.

### 6. Clerks Report

- The Clerk reported on the situation that occurred with a number of homeless people in St Mawes two weeks ago. This has now been resolved, and the people relocated following an incident involving the emergency services. Cllr Giles thanked the Clerk and Administrator for clearing up the campsite in the Coppice.
- Code of Conduct Training for Councillors will take place in the Millennium Room. Date to be agreed.

### 7. External Committees & Local Representatives

None reported.

### 8. Correspondence

#### Flashing decorative lights around the Parish – email received

An email has been received requesting that decorative fairy lights around the parish be static not flashing, due to neurodivergent and epileptic concerns. The lights in question had been on the Memorial Hall the previous February. Cllr Baylis confirmed that the lights should have been static, and these will be in future. However the councillors did note that it would not be possible for all decorative lights around the parish to be static, such as the harbour lights, and the Christmas tree lights, as all wishes must be taken into consideration. It was also noted that these lights are the responsibility of the Harbour Lights Committee.

### 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 July	£33,725.01
Salaries for July	£6,094.01
Income shown as received during July	£43,104.20

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

The car park income for July was noted.

	Pay & Display	Pay & Display	Permits	Permits	Total
	Monthly	Cumulative	Monthly	Cumulative	Cumulative
July - 24	35,002.85	114,399.10	600.00	38,207.33	152,606.43
July - 25	34,206.60	99,463.10	3,480.00	40,246.70	139,709.80
<b>July 2025 comparable with 2024</b>	-796.25	-14,936.00	2,880.00	2,039.37	-12,896.63

This includes £34,703.60 (gross) taken on card payments.

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

- Planning Meeting on Monday 14<sup>th</sup> July – no recommendations
- Finance Meeting held on Monday 28<sup>th</sup> July
  - i. Cllr Baylis reported that the meeting had discussed the current level of earmarked reserves, and it was agreed to realign them per the internal auditors' recommendations.
  - ii. A request for a grant to fund the annual St Mawes Primary School trip to London in the summer of 2026 had been received, and the Finance Committee were awaiting the necessary paperwork.
  - iii. Financial policies are under review, and will be discussed at the meeting of the Finance Committee in October.
- Car Park Meeting held on Monday 28<sup>th</sup> July
  - i. Cllr Salter reported that the Car Park Committee had requested that the Clerk contact the liaison for the Fishermen's Cage in the Car Park about its future use, as it is looking very untidy and unsightly, and it appears that it is only being used as a dump.
  - ii. The Car Park vegetation in various areas is overgrown and unsightly. Clerk to meet with the contractor to action.
  - iii. The Gig Club needs to tidy up the surplus materials around the new Gig Shed to release parking spaces. Cllr Giles to action.
  - iv. The Car Park Reserved Spaces Policy is due to be reviewed in October.
- Millennium Room Management Committee meeting held on Wednesday 30<sup>th</sup> July

Cllr Andrew reported that the Committee had held a meeting regarding the request by the Heritage Group to have some storage and exhibition space in the Millennium Rooms building, and that a proposal had been put forward to take to full Council to reduce the size of the car park office, and have a connecting door into the Roseland Visitor Centre to allow an exhibition space. It was felt that there would be a benefit for all and create an extra interest for visitors, and that there would be an option for joint working with our regular volunteers. Another option was available to the group but this was dismissed at this time, in favour of exploring this option.

A storage area would also be required in the store cupboard next to the cleaning cupboard.

A discussion was held in which all councillors expressed their views. A concern was noted that the needs of the other groups who rent storage space in the building should still be met, and that the car park office is used to complete financial transactions, hold meetings and acts as a storage area for vital equipment relating to the car park. The door separating the two rooms would need to be lockable to comply with our regulations and insurance. In the space being discussed, there is a lot of electrical cabling, pipes and fire equipment which needs to be accessible.

It was noted that this could be an opportunity to rethink the layout and use of the Millennium Rooms as a whole.

Cllr Marchant proposed that an architect with experience in creating community spaces should be engaged to assess the building and draw up plans for consideration. Seconded by Cllr Andrew. All in favour.

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

### Return of Helen Mary – Roseland Youth Sailing Trust

See public participation.

### Update on current Council policies

A review of all the Council policies is underway.

### Update on Parish Council website

The administrator is updating the Parish Council website.

### Request for bin by St Mawes toilets/bus stop

A discussion was held about the necessity for a bin on the wall of the St Mawes Toilets by the bus stop. It was noted that there are three bins within 20 yards. Cllr Goldsmith proposed that a bin should be installed. Seconded by Cllr Williams. The vote was five for, six against, therefore the proposal was rejected.

### Request for bench/bus stop in St Just in Roseland

Cllrs Giles and Salter noted that they had measured the area and noted the measurements required for a bench. They felt that a plank bench would fit into the proposed bench site, as a bench with a back would take up too much space. Cllr Salter proposed that the Clerk should contact the owner of the property next to the possible site for a bench to involve them in the decision, and inform them of the necessity to cut back the vegetation from their property which is growing over possible bench site. Seconded by Cllr Marchant. All in favour.

### Polvarth Road phone box

The Heritage Group have two phone box exhibition spaces in St Mawes, and have decided that the footfall around the box on Polvarth Road is no longer enough to make it worthwhile. They have requested that the Parish Council

take it back. It was decided that after some necessary alterations, it could be repurposed as a second hand books mini library, the same as the one in St Just in Roseland.

#### Car Parking at St Mawes Castle and placement of the defibrillator

An email has been received from the Castle Manager, confirming that the top and bottom car parks would continue to be locked when the Castle is closed, due to difficulties caused by campers and litter. The manager has appealed for local volunteers who would be willing to take responsibility for opening and closing the car parks after this time, but no-one has come forward, and it was agreed that it would be a heavy responsibility for a volunteer. Concerns have been raised that the views from the car parks are a great draw for visitors and sailing enthusiasts alike, and that they are no longer available to anyone after 5.00pm.

It was noted that the Parish Council had offered to pay for a height restrictor for the bottom car park to lessen the problem with camper vans. Clerk/Administrator to contact Castle manager about this again.

The other major concern is that with the top car park closed, it is difficult to access the defibrillator, as there is nowhere to park safely, at a time when speed is of the essence. There is no other place at that end of the village that is suitable. Clerk/Administrator to pursue the matter with English Heritage.

#### St Mawes Carnival Fun Run

Clerk to send letter to the Carnival Committee, noting concerns about the Health and Safety issues caused by the Fun Run on August 4<sup>th</sup>.

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

- Planning Meeting to be held on Monday 11<sup>th</sup> August 2025 @ 6.00 pm in the REC Hut, St Mawes
- Road Closure - Road Closure Order - Tuesday 12th August - 9.30am to 3.30pm  
Cabling works - The Square, St Mawes

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

None

#### **CONFIDENTIAL**

#### **14. Enforcement**

#### **15. Personnel Issues**

**There being no further business, the meeting closed at 8.45pm.**

The next meeting is on Monday 1<sup>st</sup> September 2025 at 7.00 pm in the Millennium Room, St Mawes.

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