

Minutes of the Meeting of St Just in Roseland Parish Council held on Monday 3rd November 2025 in the Millennium Room, St Mawes. The meeting commenced at 7.00pm.

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

Also present: H Couch (Parish Clerk), R Fordham (Parish Administrator) and one member of the public

As Cllr Giles was absent, Cllr Fordham as Vice Chair took the meeting.

1. To accept apologies for absence: Cllrs Giles, Merchant and Cornwall Councillor Julian German

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:

A member of the public expressed concern about plant vehicles used in the village projects loading and unloading in front of the Arcade, which blocks the view and could impact trade. It was confirmed that this particular instance was for the essential National Grid works currently ongoing in the village, and unavoidable, but the concern was noted. Clerk and Administrator to monitor the situation and liaise with the appropriate company if necessary. The administrator to check that an appropriate skip licence is in force for the skips currently outside the Ship and Castle.

A separate concern was also noted about workmen parking in the village and taking up spaces outside the St Mawes shops. It was confirmed that Sureflow, the main contractor, have paid for 10 parking spaces at the top of the main car park, so the Clerk and Administrator will liaise with the site manager to try and alleviate any problems with parking on Kings Road.

4. Confirmation of the minutes of the Parish Council Meeting held on 6th October 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: None

5. Cornwall Councillor Report

Cllr German sent his apologies, but offered to take any questions through the Clerk. None arising.

6. Clerks Report

The Clerk noted that there had been many calls about the proposed planned electricity power outage, which has now been postponed to November 15th.

It was confirmed that the Parish Office is working closely with the builders and workmen in the village to alleviate traffic and parking problems.

The planning application for the Gig Club is due to be heard by the Cornwall Council Planning Committee on November 17th. Cllr Fordham will be speaking on behalf of the Parish Council.

The Clerk confirmed that she is working with South West Water about a leakage allowance.

The litter picking station for Summers Beach has arrived and will be placed shortly.

There is general concern in the village about the poor service from Royal Mail. Deliveries are irregular or non-existent. The Clerk will contact our Member of Parliament. Examples include medical appointments being missed which is unacceptable.

The Clerk and Cllr Andrew attended the annual St Just Feast Day at St Just in Roseland Church, which was a lovely celebration of the parish, well-attended by many of the local organisations.

7. External Committees & Local Representatives

Councillor Code of Conduct training took place on October 13th, attended by Cllrs Salter, Fordham, Warren, Ives, Williams, Hare-Scott, Baylis and Andrew. Clerk to send a link for councillors who were unable to attend.

Cllr Baylis gave an update from the Roseland Community Land Trust on the proposed Community Led Housing Development on St Mawes School playing field.

Cllr Williams attended the tenth anniversary of the Roseland Youth Sailing Trust at the Hotel Tresanton. A councillor will also attend the event commemorating this year's Roseland Youth Sailing Trust Tall Ship voyage on the Helen Mary, a place on which was sponsored by the Parish Council.

8. Correspondence - None

9. Accounts and Finance

The Council was asked to note the following payments:

The Bacs were approved	£ 1,342.00
Direct Debits/Debit Card/ Standing Orders shown as paid in October	£27,319.44
Salaries for October	£ 8,070.17
Income shown as received during October	£41,293.29

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

The car park income for October was noted.

	Pay & Display	Pay & Display	Permits	Permits	Total
	Monthly	Cumulative	Monthly	Cumulative	Cumulative
Oct - 24	16,684.00	207,777.95	2,800.00	41,007.33	248,785.28
Oct - 25	15,992.15	200,468.55	4,300.00	45,146.70	245,615.25
Oct 2025 comparable with 2024	-691.85	-7,309.40	1,500.00	4,139.37	-3,170.03

This includes £15,381.40 (gross) taken on card payments.

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

- Planning Meeting on 13th October – an update was given on PA25/03808 – Roseland Gig and Rowing Club (see Clerk's Report)
- Car Park Meeting on 14th October:

Recommendation for approval:

- i. Allocate 14 spaces in the top car park for hotel parking – 7 for Idle Rocks, and 7 for Ship and Castle, at the cost of £1000 per space. Approval proposed by Cllr Salter and seconded by Cllr Williams. All in favour.
- Personnel Meeting on 20th October – no recommendations
 - Finance Meeting on 27th October

Recommendations for approval:

- i. £300.00 donation to the Royal British Legion. Approval proposed by Cllr Baylis, seconded by Cllr Warren. All in favour.
- ii. St Mawes and St Just Heritage Group to be offered the former cleaning cupboard in the Millennium Room for storage for an annual fee of £100.00, date to be agreed. Approval proposed by Cllr Hare-Scott, seconded by Cllr Goldsmith. Seven in favour. Cllrs Fordham and Goldsmith abstained.

Cllr Baylis noted that the Roseland Centre will close for the winter and hope to relaunch in the spring. The need for a marketing manager was highlighted.

11. Policies for Adoption

- Financial regulations
- Car park reserved parking policy and procedures
- Grant application form
- Grant funding policy
- Internal audit policy
- Complaints policy and procedure
- Vexatious or unreasonably persistent complaints policy
- Social media policy

All policies were recommended for approval, as they had been discussed at length at the various committee meetings. Proposed by Cllr Williams, seconded by Cllr Andrew. All in favour.

12. Parish Issues/Concerns

Possibility and positioning of a bench in St Just in Roseland

After a discussion, it was decided to contact Highways to get their opinion on siting a bench for the bus stop further up the pavement from Chumbles Cottage.

Possibility of a new information board at the Gravel Pit, to include map and QR code linked to the new Visitor Centre App

Cllr Hare-Scott proposed that no further action should be taken as far as St Just in Roseland Parish Council is concerned. Seconded by Cllr Andrew. One against. Clerk to inform other parish councils on the Roseland.

Update on Carols in the Memorial Hall on 20th December

The Administrator confirmed that a pianist had been found so this would be going ahead. Updates on the organisation will be provided to councillors as they occur.

A concern was noted about the parking on Castle Drive opposite Andennis. As English Heritage have now shut the lower castle car park for the winter, this is causing difficulties for the many workmen involved with the building project. Clerk to send a letter to all parties involved.

A request was made for the Parish Council to investigate the disappearance of black wheelie waste bins from Upper Castle Road.

The Clerk reported that the Highways budget from Cornwall Council was now open for 2026 and requested that councillors make suitable recommendations for necessary work.

Cllr Baylis confirmed that the flashing lights on the Memorial Hall had now been reprogrammed and will be continuous, as requested by a resident.

13. Future Meeting dates and road closures:

- Planning Meeting to be held on Monday 17th November @ 6.00 pm
- Personnel Meeting to be held on Monday 24th November @ 5.00 pm
- Millennium Rooms Management Committee Meeting to be held on Monday 24th November @ 6.00 pm

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

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15. Enforcement – None

16. Personnel Issues – None

There being no further business, the meeting closed at 8.00pm.

The next meeting is on Monday 1st December 2025 at 7.00 pm in the Millennium Room, St Mawes.

Signed as a true record.....Chairman