

St John Parish Council

Draft minutes of the meeting of the St John Parish Council held at held at St John village hall on Thursday 8th June 2023 at 7.30 pm.

Those present : Cllr D Richards (Chairman), Cllr Crane, Cllr Everard, Cllr Hirst, Cllr Hoskin, Cllr Tanner ,County Cllr Ewert Mrs Allen Clerk to St John Parish Council (PC) and 11 members of the public.

1.23 Apologies for absence accepted. None.

2.23 A motion to elect Cllr Richards as Chair of St John Parish Council was proposed by Cllr Everard and seconded by Cllr Hirst. RESOLVED unanimously. A motion to election Cllr Hoskin as Vice chair of St John Parish Council was proposed by Cllr Everard and seconded by Cllr Crane. RESOLVED unanimously.

3.23 Declarations of interest relating to items on the agenda. None.

4.23 County Councillor Ewert informed the floor:

- **Yellow lines at Tregantle.** Although the yellow lines at Tregantle are completed the Traffic Road Order has not been sealed because of the stolen signage. Cormac plan to replace the missing signage and seal the TRO asap. Enforcement will then be increased to this area.
- **Tregantle car park.** Cornwall Council have reduced the parking fees. Cornwall highways have agreed to improve road signage to warn of pedestrians crossing and improve the Parking signage.
- **Sharrow car park** is now managed by the owners Antony Estates.
- **The Community chest funding** is now open for applications.
- **National Armed Forces Day is to be celebrated in Cornwall this year.**
- **A38 safety issues is ongoing and a priority for the Cllrs in SE Cornwall.**

5.23 Public forum. See 6.23.

6.23 Approval of Minutes. The minutes for the meetings held on the following dates 16th Feb 2023, 4th April 2023 (Planning Committee meeting) and 9th March 2023 (Solar, Finance and Planning Committee meetings) were reviewed and approved.

7.23 Planning.

Planning Applications			Application Validated	Application Decision	
PA22/08461	Amity	Freathy	10/10/2022	Approved	
PA22/07888	Trelowen	Freathy	15/09/2022	Refused	
PA22/10077	St John Inn	St John	28/11/2022	* Approved	
PA23/00634	Sand view	Freathy	25/01/2023	Approved	
PA23/01436	Marpen	Freathy	01/03/2023		
PA23/01723	Loventor	Freathy	06/03/2023	Refused	
PA23/02107	Brimbles	St John	10/03/2023	Approved	
PA23/03061	Church cottage Tree	St John	13/04/2023	Approved	Tree no action required
PA23/03462	St John Inn	St John	12/05/2023		*Conditions amendment
PA23/03504	St John Inn	St John	01/05/2023		
PA23/04225	Loventor	Freathy	04/05/2023		

7.23 a Cllr Richards explained that as **PA23/03465 Demolition of double garage and reconstruction with accommodation over** was a conditions amendment the Parish Council nor members of the public could comment on this application. This application will be referred to Building Control. Planning and Building Control department are aware of the issue of the sewage treatment issues. Note: The Parish Council have previously requested that an Environmental Permit is obtained by the applicants. The garage has been dismantled and removed from the site. Concerns were raised from the floor that this has been done prior to planning conditions being met, and in respect of the disposal of the materials, including asbestos. It is understood that these matters have been referred to both the planning department and the Environment Agency. Concerns were also raised from the floor regarding the removal of trees.

7.23 b PA23/ 03504 Application for a New holiday let in the camping field behind the St John Inn.

Concerns were raised from the floor relating to :

- The ongoing sewage disposal issues.
- Precedents resulting in overdevelopment from public house to holiday park within the village/conservation area.
- Accuracies in submitted drawings.

Cllr Richards explained that the Neighbourhood development plan preceded the old village boundaries. It was likely that the application could well be approved if the sewage discharge issues were addressed.

There were no comments in support of the application from the members of the public. The Parish Council voted to object to this application (except for Cllr Everard who had been away and Cllr Tanner).

It was noted that comments about the St John Parish council had been inappropriately included in this application submission. It was unanimously agreed by all Councillors that the Architect's unprofessional approach should be referred to RIBA.

The PC comments will be made on the Cornwall Planning portal. See Appendix 1

7.23 c Brimble barn safety parking issues were raised by several members of the public. **Action:** Cllr Ewert agreed to look in to the matter.

7.23 d PA23/04225 Loventor chalet. Members discussed the application and unanimously agreed to approve this application. However, they agreed that the PC would recommend that a condition should be added that the unpermitted structure be demolished and removed *before* the new work is started. **Action :** Clerk to upload these comments.

8.23 Matters arising from the previous meeting.

8.23 a 76.22 a Military Road parking issues and signage update. See 3.23.

8.23 b 76.22 b Jacks lane drainage issue update. Ongoing.

8.23 c 76.22 c Electric Car charging points update. Ongoing

8.23 d 76.22 e St John Ford turning place bench. Motion to apply for Community chest funding was proposed by Cllr Richards and seconded by Cllr Hoskin. RESOLVED unanimously. **Action :** Clerk to make an application.

8.23 e 83.22 Mendennick Hill footpath maintenance update. Work on this footpath has been completed.

9.23 Policies for review: None.

10.23 2022/23 Finance Audit AGAR Reports.

Agar – Annual Governance and Accountability Return 2022/23.

10.23 a Annual Governance Statement 2022/23 was reviewed and approved unanimously by the full PC.

10.23 b Certificate of exemption 2022/23 was reviewed and approved unanimously by the full PC.

10.23 c Annual Governance and Accountability Return 2022/23 was reviewed and approved unanimously by the full PC.

10.23 d Analysis of variances 2022/23 was reviewed and approved unanimously by the full PC.

10.23 e Bank reconciliation 2022/2023 was reviewed and approved unanimously by the full PC.

10.23 f Annual Internal Audit Report 2022/2023 was reviewed and approved unanimously by the full PC.

10.23 g Asset Register 2022/2023 was reviewed and approved unanimously by the full PC.

10.23 h 2022/23 Full year Financial Management report was reviewed and approved unanimously by the full PC.

10.23 i No members declared an interest relating to External auditors BDO LLB.

11.23 2023/24 Finance.

11.23 a Bank mandate update. Awaiting Cllr Crane paperwork.

11.23 b Solar benefit fund.

A new noticeboard has been purchased for Tregonhawke chalet owners at a cost of £695 + vat.

Balance of available funds £ 0.

11.23 c Payments were reviewed and approved unanimously by the full PC.

Payments approved April-Sept 2023

Calc annual subscription	100911	£254.48	£38.44	£216.04	14/04/2023
Noticeboards online	100912	£834.00	£139.00	£695.00	14/04/2023
Freathy youth and social community	100913	£250.00		£250.00	14/04/2023
St John village trust	100914	£250.00		£250.00	14/04/2023
Freathy youth and social community	100915	£20.00		£20.00	16/04/2023
Zurich insurance	100917	£366.89		£366.89	16/04/2023
C Allen clerking Apr 23	100918	£219.35		£219.35	28/04/2023
Hmrc	100919	£42.00		£42.00	28/04/2023
St John hall rent	100920	£100.00		100.00	24/04/2023
Green thumb	100921	£21.00	£3.50	£17.50	
R I Hancock	100922	£75.00		£75.00	24/05/2023
C Allen clerking May 23	100923	£224.04		£224.04	31/05/2023
Hmrc May 2023	100924	£42.00		£42.00	31/05/2023

Total **£2,698.76** **£180.94** **£2,517.82**

Additional approved expenditure June - Sept 2023

Clerking June-Aug subject to invoice
 HMRC June- Sept
 Green thumb invoices
 Website fees subject to invoice

11.23 d Bank Reconciliation report 2023/24 was reviewed and approved unanimously by the full PC.

BANK RECONCILIATION 8/6/2023	CHEQUE	Payments	Receipts	Combined
Payee and details		Dr	Cr	Bank balance
Funds bfwd 31/3/2023				£4,764.43

St John village trust Defib costs	100907	£152.44		
C Allen March clerking	100908	£243.04		
HMRC March 2023	100909	£32.00		

Calc annual subscription	100911	£254.48		£4,509.95
Noticeboards online	100912	£834.00		£3,675.95
Freathy youth and social community	100913/25	£250.00		£3,425.95
St John village trust	100925	£250.00		£3,175.95
Freathy youth and social community	100915	£20.00		£3,155.95
Zurich insurance	100917	£366.89		£2,789.06
C Allen clerking Apr 2023	100918	£219.35		£2,569.71
Precept			£4,500.00	£7,069.71
Hmrc	100919	£42.00		£7,027.71
St John hall rent	100920	£100.00		£6,927.71
Green thumb	100921	£21.00		£6,906.71
R I Hancock	100922	£75.00		£6,831.71
C Allen clerking May 23	100923	£224.04		£6,607.67
Hmrc May 2023	100924	£42.00		£6,565.67
Interest			£9.27	£6,574.94
TOTAL		£2,698.76	£4,509.27	£6,574.94

11.23 e Management report 2023/24 was reviewed and approved unanimously by the full PC.

St John Parish Council

Financial Management Report 8th June 2023

2022/23	Including Community Benefit Funding	2023/24	Budget	
Audited		Actual	2023/24	%
£	RECEIPTS	£		
£8,721	Brought Forward	£4,764	£4,764	
£8,500	Precept	£4,500	£9,000	50
£25	CTS Grants	£0	£24	0
£6	Interest	£9	£2	464
£3,000	Bus shelter grant	£0	£0	0
£0	Other grant	0	£0	0
£2,286	VAT refund	£0	£500	0
£3,083	Community Benefit funding	£0	£3,083	0
£16,900	TOTAL	£4,509	£12,609	36
	PAYMENTS			
£2,149	VAT	£181	£350	52
£2,279	Clerk Salary	£420	£2,339	18
£491	Clerking expenses	£79	£400	20
£275	Subscriptions CPD	£216	£300	72
£970	Grass control/ Footpaths	£18	£1,000	2
£5,851	Community benefit projects	£695	£3,778	18
£847	Precept funded St John turning space.	£0	£0	0
£5,875	Bus shelter	£0	£0	0
£120	Hall Rent	£120	£200	60
£391	Misc RBL wreath Xmas tree Queen posy	£0	£330	0
£0	Election/ reserves	£0	£1,250	0
£0	Chairmans discretionary fund	£0	£250	0
£285	Website and new email accounts	£0	£350	0
£452	Royal celebrations	£500	£500	100
£75	Audit fee	£75	£100	75
£100	Computer	£0	£100	0
£302	Section 137	£0	£250	0
£252	Insurance	£367	£300	122
£143	Printing Postage and Stationery	£28	£150	19
£20,857	TOTAL	£2,699	£11,947	23
-£3,957	Profit/ (Loss)	£1,811	£662	
£4,764	Cfwd	£6,575	£5,426	
	Deposit Account Bank statement Reserves	£4,069.43		
	Current Account bank statement	£2,776.51		
	(less O/s cheques/ O/s Income)	-£271		
	TOTAL	£6,575		
	Community Benefit Fund	£0		
	Total Funds excluding CB fund	£6,575		

12.23 Public Spaces Protection Order consultation. Cornwall is covered by an order that requires owners control their dogs. Cornwall council have a scheme where parishioners and or dog wardens can be trained to issue fixed penalty fines to dog owners. **Action:** Clerk to investigate the cost of a SLA with Torpoint for a dog warden. Write to Antony estates to request that they erect signage for dog owners.

13.23 Hounster Hill feasibility study by Millbrook Parish Council comments.

Members discussed the feasibility study and obviously they would prefer a new road to be built but realised this is financially impossible given the current economic climate.

The members unanimously agreed to support the Wig wag warning lights proposal and restricting HGV into Millbrook. However, members stated that this proposal would need to be amended to include protection for the roads in St John and Military road too. St John is not suitable for any HGV traffic and we understand Cornwall council highways department have already stated that the condition of Military road is so poor it should not accommodate HGV and there is a danger that the road itself would become unusable within 10 years if there was increased HGV traffic along this route..

Action : Clerk to feedback to Millbrook PC.

14.23 Provisional date of next meeting 28th Sept 2023 at Freathy Sports and Social Club.

Appendix 1 PA23/ 03504 St John Inn New holiday let.

Comments as submitted on the Cornwall Council Planning portal.

Comments from St John Parish Council

“This development relies on utilising the treatment package and outfall which is included in another ongoing application (PA22/10077 - holiday let over the reconstructed garage). Therefore, in order for this new proposal to be acceptable, the approval by Building Control to the proposed treatment/ outfall has to be obtained. The following comments relate to the need for an Environmental Permit (Consent) and relates to both developments.

The Architect has stated, in this application, that the proposed foul discharge does not need ‘a licence to discharge’. We disagree and consider that an Environmental Permit from the Environment Agency (EA) will be required. This is because the proposal does not meet all of the applicable ‘General Binding Rules for small sewage discharges’. The proposal does not comply with the following three rules:

Rule 4 “The discharge must not cause pollution of surface water or groundwater”

There is reported pollution in the watercourse, being suffered downstream in a neighbour’s garden, and the additional load from this new effluent discharge is bound to aggravate the existing situation.

Rule 17 “Discharges must not be in or within: 500 metres of a Special Area of Conservation (SAC), Special Protection Area (SPA) ...biological Site of Special Scientific Interest (SSSI)...”

The *entire village* of St John is within 500 metres of the Plymouth Sound & Estuaries SAC, Tamar Estuaries Complex SPA and St John’s Lake SSSI. The proposed discharge is less than 380 metres from these designated areas. The watercourse passes through three neighbouring downstream gardens before flowing into St John Lake, which is a nationally recognised bird habitat that brings many visitors to the site to view the wildlife. This proposal fails to comply with this key binding rule and clearly requires a discharge consent from the Environment Agency. It should be noted that only this year the EA has fined SWW for polluting the St John’s Estuary SSSI.

Rule 19 “Discharges must be made to a watercourse that normally has flow throughout the year.”

This watercourse is fed by springs and does not contain flowing water throughout the year, and this has aggravated pollution when the watercourse seasonally dries up.

Two new rules will apply for discharges which start after 2 October 2023. In particular Rule 23 will be relevant and no doubt will be considered by the EA.

Rule 23 “A new discharge shall not be made to a discharge point within 50 metres of any other exempt groundwater activity or water discharge activity.”

The proposed discharge will be within 50 metres of the existing septic tank drainage field (a feature that is omitted from the Applicant’s plans), and therefore this must be considered by the Environment Agency with reference to Rule 4.

We note that the Architect has sized the treatment plant on a ‘per person’ basis which is not correct. For holiday accommodation, the ‘General Binding Rules for small sewage discharges’ require British Water’s Flows and Loads guidance to be applied. This should be picked up by Building Control. The Architect’s description of the treated sewage as “potable water” demonstrates a lack of understanding: the treatment process produces an effluent which is in no way drinkable.

We have noted some public concern generally on the sustainability of expanding further holiday accommodation in St John village which is within a conservation area. There is also concern by neighbours that omission of some details on the plans is misleading, particularly in relation to existing camping facilities, and location of the existing septic tank.

It is with regret that the Applicant's architect has attempted to discredit the PC and suggest publicly that the planning officer does not take our comments into account, and thus undermine democracy. It is also regrettable that the Applicant has attempted to intimidate the planning system by publicly naming persons with whom they disagree, and it is right that the offensive comment has been removed."