

TREVERBYN PARISH COUNCIL

ORDINARY FULL COUNCIL MEETING

**Tuesday 29th July, 2025 at the Meeting Room, Parish Offices,
Rockhill Business Park, Higher Bugle. Commencing at 7:00pm**

Present: Councillors – Cllr Mrs. A Double (Chairman), Cllr M Shand (Vice-Chairman), Cllr L Allen, Cllr P Highland, Cllr B Hollis, Cllr O Kimber, Cllr M Luke, Cllr K Pollard, Cllr P Quilter, Cllr Mrs. M Rance-Matthews, Cllr A Rose, Cllr Mrs. M Thomas and Cllr G Tregidga.

Also in attendance: Cornwall Councillor J Hanlon, The Clerk, Mr D Hawken and The Administrator, Mrs B Bassett.

Members of the public present: There was no members of the public in attendance.

Min FPC88/25 - Apologies: Cllr J Eyre, Cllr Ms L Marshall and Cornwall Councillor S Trevelyan.

It was **RESOLVED** to accept the apologies received and the reasons provided.
Proposed Cllr M Shand, Seconded: Cllr M Rance-Matthews. All in Favour.

It was **RESOLVED** to grant a temporary leave of absence for Cllr L Marshall due to her current health. Proposed Cllr Mrs. A Double, Seconded: Cllr G Tregidga. All in Favour

Min FPC89/25 - Declarations of Interest:

Cllr Mrs. A Double declared an interest under agenda item 9, Financial Matters.

Min FPC90/25 - Public Participation

There were no members of the public present.

Min FPC91/25 - Minutes of the Full Council meeting held on 24th June 2025

The minutes of the Full Council meeting held on 24th June 2025 had been circulated in advance. One amendment to Min FPC79/25, should read 'from' and not 'form'. Upon

correction of the minutes, members agreed to duly approve as a true and accurate record. The minutes to be signed by the Chairman once the amendment is made.

Proposed: Cllr L Allen, Seconded: Cllr P Quilter. All in Favour.

Min FPC92/25 – Co-option of Parish Councillors

The Chairman invited both prospective new Councillors to address members.

It was then **RESOLVED** to co-opt Mr Andrew Rose to Treverbyn Parish Council.

Proposed: Cllr Mrs. M Thomas, Seconded: Cllr P Quilter. All in Favour

Cllr Andrew Rose duly signed the declaration of acceptance of office in the presence of the Clerk and all members.

It was then **RESOLVED** to co-opt Mr Oliver Kimber to Treverbyn Parish Council.

Proposed: Cllr Mr G Tregidga, Seconded: Cllr Mrs. M Rance-Matthews. All in Favour.

Cllr Oliver Kimber duly signed the declaration of acceptance of office in the presence of the Clerk and all members.

The Clerk was delighted to inform members that Treverbyn Parish Council now has a full complement of fifteen Councillors.

Min FPC93/25 - Matters arising from the previous Full Council minutes

There were a few matters arising that were not included in agenda items.

- Min FPC79/25 – NDP: Cllr M Shand and The Clerk to diarise a meeting with Mr P Webber to ascertain next steps. **Email sent, no reply as yet.**
- Min FPC79/25 – The Clerk is still awaiting communication from the Cornwall Council Countryside Access team regarding the inspection of the steps at Tregarth footpath, Penwithick. **Action: Clerk to chase**
- Min FPC79/25 – A point of contact regarding overhanging trees at Cookworthy Close has now been ascertained. The Clerk to progress this matter with the management company and the residents affected. **Awaiting response.**

- Min FPC79/25 – It has now been confirmed that First Port are the management company regarding the responsibility of Lovering Fields. The bin in the park area has now been emptied. **RESOLVED**
- Min FPC79/25 – Rachael Tatlow has confirmed that she has instructed a survey to be carried out regarding the inappropriate parking on Rosevear Road, Bugle.
- Min FPC80/25 – The Clerk reported that he has spoken to Griffiths regarding the relocated sanding stone at Singlerose roundabout. Confirmation was forthcoming that it will be reinstated in its rightful position, in due course
- Min FPC81/25 – PRoW Committee meeting is to be diarised for the Autumn.
- Min FPC81/25 – The missing ‘Bugle’ sign on the gateway into the village from Rosevear Road has been reported. The Clerk will raise this matter again with Rachael Tatlow at their meeting on the 5th August.
- Min FPC81/25 – The Clerk will raise a Stenalees gateway sign with Rachael Tatlow on the 5th August
- Min FPC81/25 – The Clerk confirmed that Cornwall Council have taken responsibility for Japanese Knotweed that has been located on footpath 424/20 (Sandy Lane). Confirmation has been received that a treatment programme has commenced.
- Min FPC81/25 – The Clerk confirmed that the dog waste bin at Carloggas has now been reposted. **RESOLVED**
- Min FPC81/25 – The Clerk informed members of updates regarding the vandalised ‘stop’ sign at Ruddlemoor. Much debate and discussion took place and it was subsequently agreed that the Clerk take matters further. All agreed. **Action: Clerk**
- Min FPC81/25 – The Clerk confirmed that remedial work has taken place on Sandy Lane (footpath 424/20). Footpath users have informed the Office that the footpath is far more accessible and thanked the Parish Council for actioning the works.
- Min FPC82/25 – The Clerk confirmed to members that all documentation has now been submitted to the external auditors, BDO, following the approval and signing off of the AGAR form by the Parish Council.

- Min FPC82/25 – The Clerk confirmed that Section106 monies relating to planning application PA13/10597 have now been paid into the account from Cornwall Council.
- Min FPC84/25 – The Clerk confirmed that he is to co-ordinate a meeting regarding the StARR Project, in relation to the broken footbridge at Molinnis Moor.
- Min FPC86/25 – The Clerk confirmed to members, that two further police surgery dates have been diarised with PCSO S Tibbles for the month of September.

Min FPC94/25 – Cornwall Councillor Reports

It was noted that written reports from Cornwall Councillor J Hanlon and Cornwall Councillor S Trevelyan had been submitted in advance of the meeting and were duly circulated to all Parish Councillors (see attached reports on the website, adjacent to the agenda and minutes of the relevant meeting date).

Cornwall Councillor Jamie Hanlon verbally added that new ‘no fouling’ signs were to be erected at Hallane park. He will be attending a community event with residents to gain public feedback towards the end of August with Cornwall Council and Cormac.

No questions were asked on the content of either report.

Min FPC95/25 - Matters of interest within the Parish

- Cllr Mrs. M Rance-Matthews commented on the ongoing parking issues in Ruddlemoor near the 20mph sign. **Action: Clerk to raise with R Tatlow from Highways.**
- Cllr G Tregidga commented on the increase in anti-social behaviour in Penwithick/Bugle area and the need to bring the community together and open up dialogue. Cornwall Councillor J Hanlon will be organising events and hopes that will bring about conversation on what is needed in the area. The Chairman advised of Young People Cornwall and the work in St Austell of The House. **Action: Clerk to organise for member of Young People Cornwall to attend a future meeting.**
- Cllr M Luke commented on steps/benches and overgrown footpaths around the ESAM building. **Action: Clerk to report.**

- Cllr K Pollard advised area from 50 Roche Road to the bridge needs to be cut and also area opposite around number 30. **Action: Clerk will check responsibility as some of the land is perhaps Imerys responsibility. Contact Mr J Elvins.**
- Cllr P Quilter advised that Stannary Road is overgrown in some areas still. Also the cycle path off the main roundabout is misleading as a lot wider than expected and concern that vehicles could attempt to drive this way. **Action: Clerk will report verges to be cut on Stannary Road with Cornwall Council.**
- Cllr Mrs. M Thomas had attended the Cornish Lithium Meeting. She advised that the scheme will be positive regarding new job opportunities, however will there be trainee/apprentice roles for young people as needed in the area?
- Cllr P Highland reported that footpath 424/18 is very overgrown and needs attention. The 30mph sign is facing the wrong way in New Molinnis. Discussion around Network Rail and the future changes, has there been any contact? No contact at present. **Action: Clerk will arrange for Habitat to carry out works and speak to R Tatlow from Highways regarding sign.**
- Cllr M Shand thanked the Clerk for arranging the removal of the car that had been abandoned in Stannary Road and was causing obstruction for traffic.
- The Clerk has reported overgrown hedges/verges to the top of Stannary Road. **RESOLVED.**
- The Clerk had received complaints regarding the overcrowding of a residential dwelling at Lower Molinnis. In addition, the parking of vehicles associated with this dwelling opposite in the car-park area, is a concern. There are local fears that a caravan could well end up on the Lower Molinnis play area. Would boulders around perimeter deter this happening as open space/park? **Action: Clerk has contacted Environmental Health at Cornwall Council and further inspection of property to be carried out. Clerk to contact J Elvins at Imerys with support to for perimeter boulders to park area.**
- The Clerk had received concerns regarding tree felling at Trethurgy. Imerys dealing with Glendale Countryside who are assessing work as nesting birds present. Only necessary works to be carried out for public safety to the path.

- The Clerk had received reports of three vehicles parked in Hallaze Road layby being targeted and covered in mud, one car has a broken sun roof. **Action: Clerk to pass to area PCSO**
- The Clerk had received a report that the footpath vegetations to be cut back at Butts Lane and that area around the playing field was overgrown **Action: Clerk to action**
- A resident had reported fly tipping in Wesley Close, Stenalees. **Action: Clerk**
- The Clerk advised that the next Devolution Meeting would be held on Thursday 31st July. Email received from Cornwall Council with regard to the Trethowel bin and £150 one off charge to purchase. All Councillors strongly opposed and this to be challenged. **Action: It was RESOLVED that the Clerk write a formal letter of complaint.** Proposed Cllr Mrs. A Double, Seconded: Cllr Mrs. M Rance-Matthews. All in Favour.
- A resident has reported the grass verges are overgrown leading into Penwithick Park and dangerous for pedestrians and road users. **Action: Clerk reported to Cornwall Council to action.**
- The Chapel Guesthouse at Carthew has emailed raising concerns with trucks going through Carthew at speed. Will there be any traffic calming measures put in as concern for residents from Carbean/Ruddlemoor/Trethowel? Ongoing issue, to be discussed under a later agenda item
Action: Clerk to contact Glebe.
- Resident reported the condition of Bugle car park. **Action: Clerk to contact Habitat to carry out maintenance.**
- The new link-road speed limit of 30mph will now be in place until the 31st August 2025. The Treverbyn Parish Council Facebook page has been updated to reflect as several residents have been enquiring.
- Mobile Speed Activation signage in the hamlet of Trethowel, nearing implementation.
- The Clerk advised that area in Skateboard Park, Bugle needed cutting back and weeding. **Action: Clerk to arrange for Habitat to carry out maintenance.**

Min FPC96/25 – Finance

Councillors were presented with a list of Income & Expenditure Accounts for the period end July 2025.

It was therefore **RESOLVED** to approve the monthly accounts.

Proposed: Cllr L Allen Seconded: Cllr M Luke. All in Favour.

Other financial matters

Information Commissioners Office (ICO) Registration fee and annual subscription paid so fully compliant.

New bank account with Lloyds is now fully set up. The account balance is now to be transferred from NatWest. Signatories for the new account are Cllr Mrs. A Double, Cllr M Luke and Cllr M Shand.

**The Clerk left the room*

The Clerk left the room owing to an interest in the next item of business. Chairman talked through request from Cornwall Air Ambulance looking for funds to support their financial year 2025/26. Councillors discussed supporting the parish specifically, however Air Ambulance covers all of Cornwall and those present of supporting. It was RESOLVED to donate an amount of £1000 to Cornwall Air Ambulance. Proposed: Cllr M Shand, Seconded: Cllr L Allen. 10 in favour and three abstentions (GT, ML and AR). **Action: Clerk to arrange cheque payment and response letter to advise successful for this year and cannot be guaranteed for future support.**

**Clerk returns to the meeting.*

The Clerk had been contacted by Cornwall Association of Local Councils ahead of Sarah Mason's retirement following 25 years dedicated service. Would Treverbyn Parish Council like to donate to her retirement? It was resolved to donate £35 towards the collection. Proposed Cllr M Shand, Seconded: Cllr Mrs. A Double. All in Favour. **Action: Clerk to send payment to Julie Calleya at CALC.**

Quote received from Habitat for the vegetation clearance in order for the treatment of knotweed on Parish Council owned land at Hallaze Road, Penwithick to take place. It was resolved to accept the quote. Proposed Cllr L Allen, Proposed: Cllr M Shand. **Action: Clerk to contact Habitat to proceed with works.**

**Cllr Mrs. A Double leaves the room*

Vice-Chair leads discussions regarding the annual honorarium for the Chairman. Clerk advises Councillors regarding amounts given in previous municipal years. Cllr O Kimber proposes £1,200, seconded by Cllr P Highland. This motion yielded 4 votes in favour. Cllr A Rose then proposed £1,100, seconded by Cllr M Luke. The amendment yielded 8 votes in favour. It was therefore resolved to carry the amendment of £1,100. **Action: Clerk to arrange payment to the Chairman.**

**Cllr Mrs. A Double then returned to the meeting*

The Clerk then raised the subject of the Old Institute land at Molinnis. Cllr P Highland raised the urgency of the matter regarding the land transfer, as the land had substantially grown in vegetation. The Clerk stated that by way of an update, he had received news that the next step would be a land valuation as requested by Charles French. It was RESOLVED to arrange two valuations – Proposed Cllr P Highland, Seconded Cllr Mrs. M Thomas. All in favour. **Action: Clerk to contact May, Whetter & Grose and Jefferys for quote to value.**

Min FPC97/25 – Committee Meeting Minutes

It was **RESOLVED** to adopt the following minutes of recent Committee Meetings and approve the recommendations therein:

1. Planning Committee Meeting held on the 24th June 2025

Proposed: Cllr L Allen, Seconded: Cllr M Luke. All in Favour.

2. Human Resources Committee Meeting held on the 25th June 2025

Proposed: Cllr Mrs. A Double, Seconded: Cllr L Allen. All in Favour.

3. Planning Committee Meeting held on 8th July

The Clerk apologised as the minutes from the 8th April 2025 had been circulated prior to the meeting in error. Planning minutes from the 8th July to be sent out prior and approved at the August Full Council meeting.

Min FPC 98/25 – Chairman’s announcements

The Chair reported that she had visited the new Sky Primary school which is now open and looking great.

The Chair and Clerk visited Bugle Primary School to carry out a Q & A session with the Pupil Parliament which went well.

The Chairman attended the St Austell Town Council Mayor making.

The Police surgeries had been well attended following the afternoon trials. Will be a further two afternoons in September and then an evening session in October.

Chair had attended the Imerys Community Liaison Group on 15th July 2025.

The Clerk, Cllr Shand and Cllr Luke had attended the A30 link road opening event which had gone well. The Chairman was unable to attend. Cllr M Luke asked about the vinegar stone on the top of Goonbarrow as it has appeared to have been moved. **Action: Clerk to make enquiries.**

West Carclaze Garden Village phase two estate entrance has been named ‘Billinge Road’ after the veteran and this was warmly received from the family who had visited.

The Chairman welcomed Beverley to the Council in her new position of Administrator.

Min FPC99/25 – Publication Scheme Policy

The Clerk talked through the new Policy which he has presented to Council with it being a mandatory and legal requirement. It was **RESOLVED** to adopt the publication scheme. Proposed Cllr. Mrs. A Double, Seconded: Cllr O Kimber. All in Favour, with one abstention (MT).

Min FPC100/25 – Human Resources Committee – Terms of Reference

The Clerk circulated the Terms of Reference for the Human Resources Committee that has already been approved by the said committee members. It was **RESOLVED** to adopt the Terms of Reference. Proposed Cllr M Shand, Seconded: Cllr Mrs. A Double. All in Favour, with one abstention (MT).

Cllr Mrs M Thomas stated that there was insufficient time to read through all the paperwork leading up to the meeting. The Chairman stated that all the paperwork for the Full Council had been published and circulated to all members the previous Wednesday and that legally, it was circulated well within the relevant timeframe required.

Min FPC101/25 – Community Area Partnership

The Chairman, The Clerk, Cllr Allen and Cllr Tregidga attended the CAP meeting on the 30th June which is chaired by Dick Cole. Cllr M Luke was unable to attend. The Clerk duly circulated the minutes and all documentation that was forthcoming after the said meeting to all Parish Councillors.

Cllr M Shand discussed the rise in crime figures within Roche/Bugle/Stenalees and if there was more detail in regard to percentage increase. This can be found in Police & Crime figures online. **Action: Clerk to look at feedback and advise.**

Min FPC102/25 – White River Valley

Renewed discussions took place regarding the issues faced by residents of the White River valley, notably in association with Highways. The volume of traffic and indeed the increases in speed of traffic were noted to be increasing.

The Chairman advised to keep the pressure on regarding the issues faced and that a meeting be arranged with MP Noah Law, Cllr Mrs. A Double, The Clerk, Ian Findler and Rachael Tatlow. **Action: Clerk to arrange a meeting via Teams.**

Min FPC103/25 – Correspondence

The Clerk informed Councillors of the following correspondence that had been circulated to all Councillors via email (for information only):

- Trelavour Lithium Project local consultations events had been circulated.
- The CALC training sessions have been circulated if anyone would like to attend. The Code of Conduct training is mandatory. It has been diarised for 21st October 2025 in person for all Councillors in the Meeting Room.
- Clean Earth have asked if there is any feedback from the Parish on the recent presentation. The Chairman advised that the Parish Council are unable to fully comment until any such planning application is submitted. **Action: Clerk to reply to email.**
- Transport for Cornwall have introduced a special family discount for bus fares during the summer.
- Stenalees band room currently have two trustees and are looking to the Parish to take the building over. The Clerk has made progress on this matter and relayed to Council that there are no deeds, as the land was donated years ago by a local farmer. There are funds in the bank account that Joan would like to go to the school. Cllr. Mrs A Double proposed to defer to another meeting. Cllr M Luke would like to have a look and Cllr M Shand to take some photos. Cllr M Luke asked if Joan had considered using the money to help restore the band room. It was **RESOLVED** to discuss this at the next Finance & General Purposes meeting – Proposed Cllr Mrs. A Double, Seconded Cllr O Kimber. All in favour.
- The Clerk attended the recent Mid Cornwall Metro Project meeting. He duly requested further information on the new proposals for Bugle. Awaiting further correspondence.

Min FPC104/25 – Any Other Business

There were no items of further business to transact

Min FPC105/25 – Confidential Matters

There were no confidential matters to discuss.

With no further business to transact, the Chairman closed the meeting at 9.06pm and thanked Councillors for their attendance.

..... (Chairman)

..... (Date)