

TREVERBYN PARISH COUNCIL

ORDINARY FULL COUNCIL MEETING

Tuesday 28th October, 2025 at the Meeting Room, Parish Offices,
Rockhill Business Park, Higher Bugle. Commencing at 7:00pm.

Short presentation

A short presentation was given by Mr Charlie Nicholson from Habitat Restoration Co. who would like to work alongside the Parish Council to regenerate underused or derelict areas of land to transform them into thriving accessible community spaces. This would be offered free of charge and would welcome volunteers within the parish to volunteer their time. It is proposed to carry out one a quarter and areas to consider might be Hallaze Road, Red Lane and Wesley Close. The proposal will be circulated to all Councillors.

**The aforementioned speaker, then left the room.*

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

Also in attendance: The Clerk Mr D Hawken, Administrator, Mrs B Bassett and prospective new Councillor Mrs J Killacky.

Min FPC139/25 - Apologies: Cllr L Marshall and Cllr Mrs. M Rance-Matthews

It was noted that no apologies were received from Cornwall Councillors S Trevelyan and J Hanlon.

It was **RESOLVED** to accept the apologies received and the reasons provided, as well as note the non-apologies from both Cornwall Councillors.

Proposed Cllr M Shand, Seconded: Cllr M Luke. All in Favour.

Min FPC140/25 – Declarations of Interest

None declared.

Min FPC141/25 – Public Participation

There were no members of the public present.

Min FPC142/25 - Minutes of the Full Council meeting held on 30th September 2025

The minutes of the Full Council meeting held on 30th September 2025 had been circulated in advance and were duly approved as a true and accurate record. The minutes were duly signed by the Chairman.

Proposed: Cllr L Allen, Seconded: Cllr B Hollis. All in Favour.

Min FPC143/25 – Co-option of Parish Councillor

The Chairman invited the new prospective Councillor to address members.

Three applications were received for the vacant Councillor position and following interviews by the HR Committee, Mrs J Killacky was the successful chosen candidate having previously sat on the Parish Council.

It was **RESOLVED** to co-opt Mrs J Killacky to Treverbyn Parish Council. Proposed: Cllr M Luke, Seconded: Cllr M Shand. 11 in Favour, 1 Abstention (Cllr Mrs. M Thomas).

Cllr Mrs J Killacky duly signed the declaration of acceptance of office in the presence of the Clerk and all members.

Min FPC144/25 - Matters arising from the previous Full Council minutes

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

- MinFPC126/25 – Neighbourhood Development Plan meeting held today with the Clerk, Cllr M Shand and Mr P Webber. Cllr M Shand to brief Council later in the meeting.
- MinFPC126/25 – Report is being compiled by Cornwall Council Countryside Access team with regard to the steps at Tregarth footpath, Penwithick.

- MinFPC126/25 – The Clerk met with Merriman Property Management Company and they are not responsible for the trees at Cookworthy Close. Clerk advised that it could be owned by the developer of the site. **Action: Clerk**
- MinFPC126/25 – The situation with the vandalised 'stop' sign at Ruddlemoor is ongoing. **Action: Clerk to continue to deal – further action required.**
- MinFPC126/25 – Still co-ordinating a meeting regarding the StARR Project in relation to the broken footbridge at Molinnis Moor. **Action: On site meeting to be arranged.**
- MinFPC126/25 – Two further police surgery dates have been diarised with PCSO S Tibbles for the month of October. 30th October has been cancelled. **Action: New date being arranged with PCSO S Tibbles.**
- MinFPC126/25 – Concerns of anti-social behaviour in Penwithick/Bugle, it was agreed to invite a representative from Young People Cornwall and the work in St Austell of The House to a future meeting. **Action: Emailed Young People Cornwall – still awaiting response, administrator to chase.**
- MinFPC126/25 - Network Rail contacted regarding tarmac area at Molinnis Crossing. Automatic response received to look at it within 20 working days. Still awaiting response.
- MinFPC126/25 – Clerk to make enquiries to the whereabouts of the vinegar stone. **Action: J Elvins making enquiries.**
- MinFPC126/25 – Newly-erected sign at the entrance of land managed by Treverbyn Hall. **Action: Ongoing investigations.**
- MinFPC126/25 – Overgrown hedgerow after Wheal Martyn towards the Sawles Arms. **Action: Reported to Highways, no update as yet.**
- MinFPC126/25 – Missing dog waste bin at car park near to Rocks works, Rosevear. **Action: J Elvins looking into replacement.**
- MinFPC126/25 – Hedges and verges overgrown from Singlerose roundabout towards the Sawles Arms. **COMPLETED**
- MinFPC126/25 – Speed visor unit to be deployed. **Action: R Tatlow to organise following leave. Clerk to email.**

- MinFPC126/25 – Quotes for installing hearing loop in the meeting room. **Action: Still awaiting one further quote.**
- MinFPC126/25 - Grants available to improve Public Rights of Way. **Action: Meeting Arranged.**
- MinFPC126/25 – Renewal of projector/TV for meeting room. **Action: Agenda items for next F & GP meeting.**
- MinFPC128/25 – Issues in Ruddlemoor
Hinges off on the village green gate – quote to Finance
Vegetation at number 7 – written to resident
Branch down on riverside of trail – lmerys aware
Repositioning of the noticeboard – Ongoing
- MinFPC128/25 - Cllr K Pollard advised that the bushes along Roche Road near number 50 to the bridge, and as you exit the GP surgery, were causing issues with residents. **ACTIONED**
- MinFPC128/25 - Cllr K Pollard raised about the installation of a physical pavement on Roche Road. **Action: Ryan Searle looking into Section 106 agreement.**
- MinFPC128/25 - There is no shelter on the bus stop by the post box at Bowling Green. Is there going to be one in the future? **No requirement to have a shelter.**
- MinFPC128/25 - Cllr O Kimber advised that on the A391, there is no signage for the temporary traffic lights. Lorries are pulling out of junction and there is no warning for traffic lights. **Action: Clerk reported.**
- MinFPC128/25 - Stretch on road from Penwithick Community Hall towards Treverbyn is not in a good condition. **Action: Clerk reported to R Tatlow.**
- MinFPC128/25 - Erection of a new turning circle sign at Lower Molinnis to be discussed later in agenda. **Action: Being measured up.**
- MinFPC128/25 - Cooper House has a mobile caravan on land – do they have permission? **Action: Clerk reported to Enforcement.**
- MinFPC128/25 - Feedback and complaints have been received since the A391 had been cut from Scredda to Carluddon roundabouts. **Action: Clerk written to Cornwall Council to make complaint.**

- FPC128/25 - Overhanging branches at Treverbryn Parish Church have been reported by a resident to Cllr G Tregidga. **Action: Reported to A Trevarton at Cornwall Council.**
- FPC129/25 - Extra tabs had now been made available on the website for the addition public meetings being held for Heritage, Public Rights of Way, Communications and Climate Change and Environment. **RESOLVED**
- FPC129/25 - Although the Election had been uncontested for May 2025, there were still various recharges and an invoice received from Cornwall Council.
- FPC129/25 - The new noticeboards have all been fitted, albeit for the last few, by Cornwall Signs. **Last few still to be installed.**
- FPC129/25 - The new front door has been fitted and the Parish Council will pay 50%, as previously agreed. **Clerk awaiting invoice**
- FPC129/25 - The old wreaths at Treverbryn memorial have all been removed and the area will be weeded and cleaned in due course, for Remembrance Sunday. **ACTIONED**
- FPC129/25 - Councillors discussed the proposed pay award from SLCC
It was **RESOLVED** to approve the salary increase from April 2025 to the Clerk and Administrator. **ACTIONED**
- FPC132/25 – The Clerk advised that going forward he feels it would be more beneficial to attend the Larger Council meeting due to the size of Treverbryn. **Action: Clerk to attend next meeting.**
- FPC133/25 - Public Rights of Way Committee had recommended that a member of the public – Mr Roger Fleet – would be a valuable addition as a co-opted member of the committee. Voting rights were discussed and it was agreed that they would be allowed to partake in all decisions and to vote (apart from any financial matters). **ACTIONED**
- FPC134/25 – Wain Home Land – Bugle. The Clerk has duly corresponded with Peter Crawford at Wain Homes following the resolution passed to only propose that part of the land offered, be considered for transfer. Clerk awaiting a reply.
- FPC135/25 – The Clerk has communicated to Cornwall Council that the Parish Council have no desire to take over the land at Montgomery Road. **ACTIONED**

- FPC135/25 – A member of the public has contacted via the website to advise that he is now working self-employed following working from the Local Authority, Serco and Cormac carrying out playground inspections and repair works. If the Council require any help or guidance to get in touch. **ACTION: Clerk to arrange meeting with Chair present – to be confirmed.**
- FPC135/25 - CALC will be holding the AGM at St Erme Community Centre on Tuesday 11th November if any Councillors wish to attend. **Cllr Mrs M Thomas to attend on behalf of Treverbyn.**
- FPC137/25 - Councillors discussed the date of the December meeting and bringing forward earlier. It was **RESOLVED** to move the date from the 16th December to a week before on the 9th December. **Website Changed.**
- FPC138/25 - Habitat Restoration have emailed for the Parish Council to give them a review/testimonial for their website. It was **RESOLVED** that the Parish Council provide a review for Habitat. **ACTIONED**

Min FPC145/25 – Cornwall Councillor Reports

A written report had been received from Cornwall Councillor J Hanlon and circulated to Councillors. It was relayed, that if any Councillor would like any further information or to ask questions on its content, then they are to contact Cornwall Councillor J Hanlon direct.

It was noted that no report had been submitted by Cornwall Councillor S Trevelyan.

It was **RESOLVED** to note the report from Cllr J Hanlon and the non-report from Cornwall Councillor S Trevelyan.

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

Parish Councillors stated their strong disappointed that Cornwall Councillor S Trevelyan is not attending meetings and could a letter be sent to both the Councillor and the Group Leader of Reform UK at Cornwall Council, Cllr Paul Ashton.

It was **RESOLVED** that letters to both the Councillor and the Group Leader of Reform UK at Cornwall Council advising of Cllr S Trevelyan's non-attendance at meetings be sent.

Proposed: Cllr O Kimber, Seconded: Cllr M Luke. All in Favour.

Min FPC146/25 - Matters of interest within the Parish

- Cllr B Hollis will be attending Treverbyn Hall AGM on Wednesday evening. There is continued ASB around the hall and so it is hoped they will be successful in the bid for CCTV.
- Cllr P Highland reported that the mobile caravan had gone at Molinnis. Charlie is dealing with the swing/rope.
- Cllr O Kimber is concerned about the parking outside Penwithick shop as there are double yellow lines present, yet still people park. No double yellow lines below Carclaze Methodist Church also causing issues with cars being parked back from traffic lights.
- Cllr P Quilter advised that the old road from Roche to Stenalees is still causing issues due to width of road allowing cars through. Traffic Regulation Order not sorted.
Action: Clerk and Chair to raise at meeting with Griffiths.
Sunken drains on Fore Street still to be resolved – is there an update. **Action: Clerk to chase.**
- Cllr Mrs. M Thomas has noticed an advertising board between the Carthew triangle and Singlerose roundabout. This could be on Imerys land. **Action: Clerk to speak to J Elvins.**
- Cllr Mrs. J Kallacky advised that the double yellow lines from Fore Street, Bugle before the bed shop are not being adhered to.
- Cllr G Tregidga reminded Councillors of the community speed watch meeting on Friday at 12 noon at the Parish offices.
- Cllr L Allen advised that there has been fly tipping along from Telephone to Caudledown Lane. The erected fence at Ruddlemoor which has been reported to Imerys is not in keeping with the surroundings. The Clerk has reported this potential breach and is awaiting an update. It was agreed to circulate any updates to Councillors, accordingly.
- Cllr Mrs. A Double reported fly tipping opposite the ESAM building and a tree down at Carclaze.

- The Clerk advised that alongside the Chair, they would be attending a meeting on the 29th October regarding the A391 link road as the speed restrictions would now be in place until the end of November.
- Email received from Chris Bond, countryside ranger who advised that the Ruddlemoor footpath will be closed for about a month in November – he will advise dates.
- There had been a car abandoned at the Molinnis turning circle, this had been reported and now moved.
- Correspondence from Cllr P Quilter regarding speed unit deployment on both Rosevear and Roche Road.
- Email received from R Tatlow regarding 20mph speed limit at Roche Road. A roundel has been requested on the carriageway in line with the speed limit signs.
- Quote agreed from Aqua rod for the works at Hallaze – this will now be actioned.
- The bollard at Trethurgy which had been positioned incorrectly has now been moved.
- The manhole cover at Trethowel that was reported loose has now been sorted.
- Concerns have been raised regarding the speed of vehicles from Bodmin Road to Menacuddle. Clerk attended a meeting yesterday with R Tatlow, Cornwall Council.
- A rope swing has been attached to the main tree at Lower Molinnis park causing safety concerns. This has now been removed.
- Play areas at West Carclaze have been confirmed and will hopefully be completed by Spring of 2026
- The Clerk received a Business Rates tax bill for the Stenalees Band Room even though the Council had agreed it would not take this on. The Clerk has spoken to Carol and Joan who are trustees and will contact Cornwall Council.
- A resident had reported the condition of Bugle car park/dog fouling.
- Footway improvement on the A391 at Stenalees have been delayed as the team had been required at Looe for emergency works, this has now been resolved and the team are now back on site.
- Following a visit from Cornwall Council, the property at Molinnis is being occupied by a family and no evidence that being operated as house in multiple occupation.

- Email received from First Port that the dog waste bins at Prengarth Close/Lovering Road are now being emptied on a more regular basis
- As discussed earlier in the meeting, the speeding restriction on the A391 has been extended till the end of November.
- Works to be carried out at Carclaze Road from 15/11 – 17/11 by South West Water.

Min FPC147/25 – Finance

Councillors were presented with a list of Income & Expenditure Accounts for the period end October 2025. It was **RESOLVED** to approve the monthly accounts.

Proposed: Cllr O Kimber, Seconded: Cllr M Luke. All in Favour.

**Cllr K Pollard leaves the room*

Bugle Community Grant Application

It was **RESOLVED** to approve the application from Fiona Hunt (Bugle Information Hub) in relation to hiring of the Hall for the 2026 events.

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

**Cllr K Pollard returned to the room*

**Cllr M Luke leaves the room*

Trethurgy Car Park Rental License

Members discussed the licence agreement for the car park. Why are Treverbyn Parish Council being asked to pay? Further investigation needed into the situation and the historical verbal agreement. It was **RESOLVED** to defer the agenda item until the next meeting.

Proposed Cllr O Kimber, Seconded: Cllr A Rose. All in Favour

ACTION: Clerk to look into and check with Mrs Rowett and to bring back to next meeting.

**Cllr M Luke returned to the room.*

Stenalees Bus Shelter Maintenance

Members discussed the ongoing verbal agreement with Mrs Oxenham which was inherited by the Clerk. Unaware of any arrangement in place to clean and maintain the bus shelter. It was **RESOLVED** that the Clerk write to Mrs Oxenham with regard to a contract agreement.

Proposed: Cllr M Luke, Seconded: Cllr P Highland. (Cllr O Kimber Abstained). 12 in Favour.

Habitat Restoration

Three quotes provided by Habitat Restoration for Autumn Maintenance, Ruddlemoor Maintenance and miscellaneous jobs within the Parish.

It was **RESOLVED** to approve the quote for £1476.00 for Autumn maintenance in Bugle and Carthew.

Proposed: Cllr L Allen, Seconded: Cllr G Tregidga. All in Favour.

It was **RESOLVED** to approve the quote for £955.20 for works at Ruddlemoor.

Proposed: Cllr Mrs. A Double, Seconded: Cllr Mrs. M Thomas. All in Favour.

It was **RESOLVED** to approve the quote for £384.00 for miscellaneous jobs within the Parish.

Proposed: Cllr M Luke, Seconded: Cllr Mrs. A Double. All in Favour.

Min FPC148/25 – 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 30th September 2025

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

2. Planning Committee Meeting held on the 14th October 2025

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

Min FPC 149/25 – Chairman’s announcements

The Chair, alongside the Clerk will be meeting Griffiths on Wednesday 29th October to clarify what is going on with regard to the new road and the speed limit. A lot of questions as to why it is taking so long by members of the public. Cllr P Quilter asked if enquiries could be made about the Mile-marker Stone and its whereabouts.

Min FPC 150/25 – Committee Appointments

Following the resignation of Cllr J Eyre, vacancies have arisen on the Planning, Finance & General Purposes and Human Resources Committee. Councillors had been invited to express their interest.

Planning – Cllr M Shand to be appointed to the Committee and Cllr O Kimber to be the substitute. Proposed Cllr L Allen, Seconded: Cllr Mrs. M Thomas. All in Favour.

Finance & General Purposes – Cllr Mrs. M Rance-Matthews be appointed to the Committee. Proposed Cllr P Quilter, Seconded: Cllr O Kimber. All in Favour.

Human Resources – Cllrs P Highland and Mrs. M Thomas had both expressed interest in this committee.

Cllr P Highland – Proposed Cllr L Allen, Seconded Cllr M Shand. 8 votes in favour.

Cllr Mrs. M Thomas – Proposed Cllr A Rose, Seconded: Cllr G Tregidga. 3 votes in favour.

Cllr P Highland was therefore appointed to the Human Resources Committee with 8 votes.

Min FPC 151/25 – Community Area Partnership

The Community Area Partnership meeting was held on Monday 6th October at 7.00pm at Indian Queens Victory Hall. Unfortunately, no one able to attend and so the Clerk will circulate the minutes when published.

Min FPC 152/25 – Devolution

Treverbryn Parish Council are now the legal owners of Trethowel Recreation fee and the £1 fee was waived.

Treverbryn Park – searches received, no further update on this one at present.

Larcombe/Hallane/New Molinnis should hopefully be completed together to minimise legal fees.

Min FPC153/25 – Remembrance Sunday

Treverbryn Remembrance Service will be held on the 9th November. All the arrangements have been organised and the memorial list of names has been checked and amended. Cllr M Luke and Cllr Mrs. M Thomas give apologies are unable to attend. Cllr Mrs. A Double will lay the Parish Council wreath and give the vote of thanks.

Treverbryn, Bugle and Sky schools have all received the allocated woodcut crosses to decorate and are invited to attend and lay them at the memorial.

Min FPC154/25 – Correspondence

The Clerk provided an update on the following:

- Email received that Ocean Housing intend to sell property in Montgomery Road, Penwithick and Council Houses, Rescorla on the open market.
- The Chair will be putting a regular Parish News Update for the St Austell Voice – the first one is November.
- Cornwall Community Flood Forum will be holding their Annual Conference on the 7 November 2025 at the Royal Cornwall Showground in Wadebridge.
- CALC will be holding the AGM at St Erme Community Centre on Tuesday 11th November. Cllr Mrs. M A Thomas will attend on behalf of the Parish Council.
- Knotweed treatment – land at Hallaze, growth has been greatly reduced and so recommended annual visit for 2026 and 2027 to ensure 2 years where there is no growth. These visits would be charged at £145.00 + VAT. **ACTION: Clerk to clarify includes treatment.**

Min FPC155/25 – Any other Business

The Parish Council Christmas meal is to be held on Tuesday 16th December, please let the Administrator know your meal choices if you've not done so already.

The Clerk advised that the Parish Council is looking to appoint representatives for First Aid, Health & Safety and Safeguarding & Welfare Lead if anyone would be interested?

First Aid - Councillors A Rose and J Killackey put themselves forward.

Proposed: Cllr Mrs. A Double, Seconded: Cllr B Hollis. All in Favour.

Health & Safety - Councillors P Quilter and O Kimber put themselves forward.

Proposed: Cllr Mrs. A Double, Seconded: Cllr M Shand. All in Favour.

Safeguarding & Welfare Lead – Councillor B Holis put himself forward.

Proposed: Cllr Mrs. A Double, Seconded: Cllr M Luke. All in Favour.

Cllr M Shand provided an update on the Neighbourhood Plan Meeting held with Mr P Webber.

Min FPC156/25 – Confidential Matters

There were no confidential matters to be discussed.

With no further business to transact, the Chairman closed the meeting at 8.55pm and thanked Councillors for their attendance.

..... (Chairman)

..... (Date)