

ST MERRYNN PARISH COUNCIL

Ordinary Meeting Minutes of 18th December at 19.00 of the Council held at Amenities & Sports Pavilion St Merryn, on the above date.

1.12.25

Present: Cllrs Pollard (Acting Chair), Edwards, Brewer, Erskine, Kuhnack-Richards. Also in attendance: Cornwall Cllr James O'Keefe, The Clerk, an Assistant to the Clerk.

Apologies: Cllr Miller.

Members of the Public: 3 (2 more members of the public arrived part way through the meeting)

The Minutes were taken by Miss J Wilson, assisting the Clerk.

The meeting is being recorded.

2.12.25

Declarations of Interest and granting of dispensations:

None

3.12.25

To elect a replacement Chair to the Parish Council who will be in situ until the Annual General Meeting in May 2026. Complete Declaration of Acceptance of Office paperwork.

Replacement Chair: Cllr Michael Pollard. **Proposed** Cllr Brewer **Seconded** Cllr Erskine. All in favour. Declaration of Acceptance of Office paperwork completed and signed.

4.12.25

To elect a replacement Vice Chair to the Parish Council who will be in situ until the Annual General Meeting in May 2026. Complete Declaration of Acceptance of Office paperwork.

Replacement Vice Chair: Cllr Ceri Edwards. **Proposed** Cllr Kuhnack-Richards **Seconded** Cllr Erskine. All in favour. Declaration of Acceptance of Office paperwork completed and signed.

5.12.25

The Newly elected Chair will now take the meeting

Cllr Pollard took the Chair.

6.12.25

To consider the Co-Option of a new Councillor (deferred from the last meeting) to the Parish Council and complete the Declaration of Acceptance of Office paperwork if appropriate.

Mr Peter Elderfield introduced himself and gave a brief outline of why he wanted to join the Parish Council.

Co-option: Mr Peter Elderfield onto St Merryn Parish Council. **Proposed** Cllr Erskine **Seconded** Cllr Kuhnack-Richards. All in favour.

Cllr Elderfield completed the Declaration of Acceptance of Office paperwork and took his seat on the Council. Information on attending Code of Conduct training will be provided at the next meeting. He will complete the Register of Interest form and return at the January meeting.

7.12.25

Council Meeting Minutes: 20th November 2025:

Matters Arising: It was noted that Cllr C Brewer had taken the minutes for the November meeting in the absence of the Clerk and the Councillors thanked Cllr Brewer for doing this.

Proposed Cllr Brewer **Seconded** Cllr Edwards and **Resolved** that these were a true record of the meeting. All in favour. The Minutes were signed and dated by the Chair.

8.12.25

Public Participation:

To receive comments from Members of the Public. This gives Members of the Public an opportunity to comment on items on the agenda. Maximum time allowed is 10 minutes.

Andrew Elderfield and Mandy Hicks spoke in support of application PA25/08377 and mentioned the following points:

The scheme is 50% affordable, 50% open market. All will have solar panels.

The affordable properties will for sale at 35% of the open market value at the point at which they are ready for sale.

Eligible people will be on the Homechoice list and will have to fulfil the necessary eligibility criteria.

Information on the access and the diverted footpath was also provided.

9.12.25

Cornwall Councillors report: Cllr O'Keefe reported on:

The New Local Plan for Cornwall – to be available in the Spring

Expecting the new NPPF to be available on 18th December.

Cornwall Council is still finalising its Budget

Infrastructure Project – it will be possible to apply for funding using the EOI form from 16th January.

Units: Average cost of a unit is £244k An EOI must be submitted in order to repurpose the units for housing There are 37 units available, each one is 24sq m for single occupancy.

20mph rollout – consultation ends next week.

The Chair voiced his disappointment that Cllr O'Keefe was unable to take the application PA25/06300, which came through as a 5 day planning protocol, to committee.

Cllr O'Keefe replied that there wasn't a valid planning reason so therefore he was unable to do this, even though there was no support for the application from the Parish Council or parishioners.

Standing Orders were suspended: to allow two parishioners who had arrived late to the meeting to speak about an item that was not on this evening's agenda.

The members of the public spoke about a sewage issue in the Porthcothan area. They then left the meeting.

Standing Orders resumed.

10.12.25

Planning Applications: to receive the following applications and respond to the local planning authority accordingly. It was agreed to bring PA25/08377 forward for consideration first:

Cllr P Elderfield declared a non-pecuniary interest in the following application.

PA25/08377 Reserved Matters application (access, appearance, landscaping, layout and scale) for a proposed rural exception site for housing with diversion and relocation of public right of way (details following outline consent PA21/10146 dated 06/10/2023).

Land Adjacent Two Stiles Treyarnon Lane St Merryn Padstow PL28 8JT

Received: Thu 06 Nov 2025 | Validated: Thu 04 Dec 2025 | Status: Pending

Consideration.

Support. Proposer: Cllr Kuhnack-Richards Seconder: Cllr Erskine. All in favour.

PA25/08514 Refurbishment and extension of a 1990's two storey house.

Gateways Harlyn Bay Road Harlyn Bay Padstow Cornwall PL28 8SQ

Received: Tue 11 Nov 2025 | Validated: Thu 20 Nov 2025 | Status: Pending

Consideration.

Objection on the following grounds:- Overbearing, excessive bulk and mass for the size of the plot, insufficient parking to service a 4-bedroomed house. Proposer Cllr Kuhnack-Richards. Seconder Cllr Edwards. All in favour.

PA25/08623 Listed Building Consent to undertake internal repairs to lath and plaster ceiling to the ground floor entrance hall and drawing room

The Pig At Harlyn Bay Harlyn Bay Road Harlyn Bay Padstow Cornwall PL28 8SQ
 Received: Fri 14 Nov 2025 | Validated: Wed 19 Nov 2025 | Status: Pending consideration
 support. Proposer: Cllr Kuhnzack-Richards Seconder: Cllr Erskine. All in favour.

PA25/08877 Variation of Condition 2 in respect of Decision Notice PA25/03514 dated
 25th July 2025

Trotters St Merryn Padstow Cornwall PL28 8NR

Received: Mon 24 Nov 2025 | Validated: Wed 03 Dec 2025 | Status: Pending consideration
 Support. Proposer: Cllr Erskine. Seconder Cllr Kuhnzack-Richards. All in favour.

PA25/08884 Certificate of lawfulness for existing use as a residential dwelling with car
 parking for holiday let and assured shorthold tenancy

Tygyr Polmark House Harlyn Bay Road Harlyn Bay Padstow Cornwall PL28 8SB

Received: Tue 25 Nov 2025 | Validated: Mon 08 Dec 2025 | Status: Pending consideration.
 Accept. Proposer: Cllr Edwards. Seconder Cllr Kuhnzack-Richards. All in favour.

10.1.12.25

**To make comment on any planning applications received after the date of this
 agenda if applicable.**

None

10.2.12.25

To receive details of planning determinations (for information only):

Noted

11.12.25

Playing field

Cllr Brewer will meet with Cathy re Outdoor Play to redo the earlier design.

Simon from Creative Play will attend the next meeting.

Cllr Edwards has looked at several local skateparks and spoken to several people who
 will be using the St Merryn one. It was agreed that the Wadebridge skatepark design
 seemed most suitable. Three quotes will be required.

12.12.25

Youth Club - from Cllr Edwards.

The Shelter will need roofing materials to prevent the rain coming in. Cllr Pollard may be
 able to assist with providing materials.

Some volunteers have stepped down and others will join from March onwards. There will
 be a meeting in January then they will start properly as from March.

13.12.25

Finance:

13.1 To receive and approve the schedule of payments

Ms J B Peskett	BACS	£1,246.76	£0.00	£1,246.76	Salary November 2025
Ms J B Peskett	BACS	£42.25	£0.00	£42.25	Expenses
Mrs S Carhart	BACS	£376.45	£0.00	£376.45	Toilet Cleaning November 2025
Waverley Garden	BACS	£180.00	£0.00	£180.00	Grass PF
John Owen	BACS	£200.00	£0.00	£200.00	Christmas Lights donation
HM Waste Removals	BACS	£100.00	£0.00	£100.00	Green waste removal at Towan
Mr R Cowling	BACS	£100.00	£0.00	£100.00	Maintenance
Duchy Defibrillators	BACS	£325.00	£65.00	£390.00	Annual Monitoring
EDF	DD	£89.62	£4.48	£94.10	ASP Electricity
BG Business	DD	£30.55	£1.52	£32.07	Electricity Toilets
DAISY	DD	£39.08	£7.82	£46.90	ASP Broadband
Core Synergy	DD	£15.00	£3.00	£18.00	Website and email Hosting

It was proposed by Cllr Edwards and seconded by Cllr Brewer and resolved that the payments be accepted by Parish Council, all in favour. Carried.

13.2

To Receive and Approve the Finance Report.

It was proposed by Cllr Edwards and seconded by Cllr Brewer and resolved that the Finance Report be accepted by Parish Council, all in favour. Carried.

14.12.25

Correspondence:

To note correspondence received:

1. Notice of vacancy received from Cornwall Councils so Co-option can proceed.
2. ICO certificate
3. Clerk's payslip
4. Daisy bill for January schedule of payments
5. Duchy defibrillators – annual bill pay now.
6. Source for business bill- d/d add to January schedule of payments
7. British Gas bill - d/d add to Jan schedule of payments.
8. To consider and agree Councillor email addresses – agreed as follows:
michaelpollard@

jpk@

cedwards@

roberskine@

cbrewer@

pmiller@

pelderfield@

To be notified to Function28

15.12.25

To receive items for next month's agenda

Staffing: New clerk's contract and pension

Sewage entering the sea at Harlyn

Key for the notice board

Bench at Constantine

Tenders for grass cutting and Towan Pond

Consider site visits re planning applications.

Vacancy Notice

Co-option

Return of deposit to A Gartrell

Chairman's skills training course

Date of next meeting: Thursday 15th January 2026

There being no further business the meeting closed at 8.50pm