

ST MERRYIN PARISH COUNCIL

**Ordinary Meeting Minutes of 15th January at 19.00 of the Council held at Amenities & Sports Pavilion
St Merryn, on the above date.**

01.01.26

Present: Cllrs M. Pollard (Chairman), C. Edwards (Vice Chair), P. Miller, R. Erskine, J.P. Kuhnzack-Richards, P. Elderfield.

Also in attendance: Cornwall Cllr James O'Keefe, and the Clerk.

Apologies: Cllr C. Brewer.

Members of the Public: One member of the public was in attendance.

The meeting is being recorded.

02.01.26

Declarations of Interest and granting of dispensations:

None.

03.01.26

To Read out the statement from the previous Chairman.

The current Chairman read out the statement from the previous Chairman thanking everyone for the gift and wishing the Councillors well.

04.01.26

To consider the Co Option of a new Councillor to the Parish Council and complete Declaration of Acceptance paperwork if appropriate. To Consider if a Vacancy Notice is required and resolve on appropriate action.

There was no applicant for co-option, therefore no further action was required.

Cllr C. Edwards had been approached by a parishioner who was interested in applying for the vacancy. The clerk will forward an application form to him.

05.01.26

Council Meeting Minutes: 11th December 2025:

It was resolved that the minutes of the Ordinary meeting of the St Merryn Parish Council held on the above date, having been previously circulated, be taken as read approved and signed. Proposed by Cllr C. Edwards, seconded by Cllr J.P. Kuhnzack-Richards, all in favour.

Matters Arising: None.

06.01.26

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.

Sheila Carhart spoke regarding storage of the Christmas lights, and to request that these be stored in the one of the storage areas by the St Merryn toilet block. One area is rented out but the other area is available and would be big enough for storing all of the tubs of Christmas lights. To be considered by the Parish Council later in the meeting.

07.01.26

Cornwall Councillors report: Cllr O'Keefe reported on:

The 20mph initiative - this consultation is now closed.

The Cornwall Priorities Plan is on the Let's Talk Cornwall website, and to date there have been 870 responses.

Cornwall Council's budget consultation closes on 27th January.

There is a consultation on off street parking.

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.

Sewage discharge issues (SWW) - Cllr O'Keefe had received a letter with relevant information about the discharges that take place onto the local beaches. The Parish Council would like Cornwall Council to hold SWW to account. Cllrs requested to have a copy of this letter if possible.

It was also noted that it is possible to get water testing kits for around £15 each and these could be made use of to assess water quality at the local beaches on a more frequent basis.

08.01.26

Planning Applications: To receive the following applications and respond to the local planning authority accordingly.

PA25/09105 Land S.E. Of St Merryn Park St Merryn Padstow Cornwall Submission of details to discharge Conditions 8 (LEMP), 9 (BNG) and 13 (PoS Delivery) in respect of Decision Notice PA22/11243 dated 26.11.2024

Validated Tue 02 Dec 2025 Status: Pending Consideration

For information only – the Parish Council has not been consulted on this application

PA25/09713 The Olde Duck House Porthcothan Padstow Cornwall PL28 8LN. Single storey extensions.

Validated: Wed 14 Jan 2026 Status: Pending consideration.

Support. Proposer: Cllr C Edwards. Seconder: Cllr Kuhnzack-Richards All in favour.

08.1.01.26

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

None

08.2.01.26

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

PA25/08514 Gateways Harlyn Bay Road Harlyn Bay Padstow Cornwall PL28 8SQ. Refurbishment and extension of a 1990's two storey house.

Validated: Thu 20 Nov 2025 | Status: Decided

Withdrawn

PA25/08357 Land S.E. Of St Merryn Park St Merryn Padstow.

Submission of details to discharge Condition numbers 6 (Ped link to bus stop), 10 (SUDS) and 14 (CEMP) in respect of Decision Notice PA22/11243 dated 26/1124.

Validated: Wed 05 Nov 2025 | Status: Decided

S52/S106 and discharge of condition apps

PA25/07656 Praze Beckys Lane St Merryn Padstow Cornwall PL28 8PS

Proposed ground and first floor extensions with proposed terraces at first floor level to the north and south elevations, along with associated alterations and full refurbishment works

Validated: Fri 10 Oct 2025 | Status: Decided

Approved with conditions

PA25/09172 Street Record Porthcothan Padstow Cornwall. The Electronic Communications Code (Conditions and restrictions) (Amendment) Regulations 2017 BT intends to install fixed line broadband electronic communications apparatus.

Validated: Fri 05 Dec 2025 | Status: Decided

Closed- advice given

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: Decided.

Approved with conditions

PA25/08118 13 Harlyn Barton Harlyn Bay Road Harlyn Bay Padstow Cornwall PL28 8SB
Proposed front two storey extension.
Validated: Mon 27 Oct 2025 | Status: Decided
Approved (Statutory/one condition only)

PA25/07973 Higher Trevorgus Sanders Hill St Merryn Padstow Cornwall PL28 8JY
Single storey extension to form orangery
Validated: Fri 31 Oct 2025 | Status: Decided
Approved with conditions

PA25/07974 Higher Trevorgus Sanders Hill St Merryn Padstow Cornwall PL28 8JY
Listed Building Consent for single storey extension to form orangery
Validated: Fri 31 Oct 2025 | Status: Decided
Approved with conditions.

09.01.26

To Consider Community Infrastructure Levy funding to Connect Communities and whether there are any projects that the Parish Council wishes to put forward, as Round 5 of the CIL Funding is about to open. The link to the information page is [here](https://www.cornwall.gov.uk/planning-and-building-control/developer-contributions/cil-fund/) (<https://www.cornwall.gov.uk/planning-and-building-control/developer-contributions/cil-fund/>) and the Expression of Interest application form and Guidance Notes will be available from 16th January 2026.
Cllr P Miller proposed and Cllr R Erskine seconded to resolve to complete the application form for the play equipment. All in favour. Completed form to be finalised at the February meeting so it can be submitted before the 27th February deadline.

10.01.26

Playing Field update

To Receive information and resolve on any action.
Cllr C Edwards provided an update. The Field Shelter has now been completed and is now waterproof. There is a table tennis table available. Cllr P Miller will check it to see if it is suitable for outdoors. It was noted that flooding occurs by the mast, between the play area and the football pitch
Cllr JP Kuhnack-Richards has the Play Park Master Plan scale drawings and will send these out to Councillors.

ASP update

Internet and camera are now working. Cllr P Miller will look into the video playback to see if that can be improved.

11.01.26

Youth Club – update received from Cllr Edwards.
Electrics are needed and Cllr P Miller agreed to look into this.

12.01.26

To Consider and resolve on the return of the deposit of £500.00 re Constantine Bay Car Park and **to consider when to request the 500.00 deposit again.**
Cllr P Miller agreed to check the car park again. This item will be on the agenda next month to return the deposit, and it will be agreed then when to request the deposit again for the 26/27 year.

13.01.26

To Consider the renewal of the tenders for the grass cutting and Towan Pond (renewal due in February) and resolve on any action.

Maps and contract/tender forms are required. The areas are as follows: Verges and kerbs, Footpaths, Towan Green (not the pond), Playing Field. A separate one is needed for Towan Pond. A tree contract may also be required. If the old contract/tender forms

are not available, clerk to draft a new one, with the Chair's assistance. To be added to the February agenda.

14.01.26

To Consider if site visits are required for planning applications and resolve on a course of action. It was agreed to consider this option for certain planning applications, where it would be beneficial.

14.01.26 Finance:

14.1.01.26 To receive and approve the schedule of payments.

Ms J B Peskett	BACS	£1,246.76	£0.00	£1,246.76	Salary December 2025
Ms J B Peskett	BACS	£52.50	£0.00	£52.50	Expenses Dec 2025
Mrs S Carhart	BACS	£376.45	£0.00	£376.45	Toilet Cleaning December 2025
Mr A Gartrell	BACS	£500.00	£0.00	£500.00	Return of Deposit tbc at Jan meeting
Miss J Wilson	BACS	£691.13	£0.00	£691.13	Salary December 2025
Miss J Wilson	BACS	£7.35	£0.00	£7.35	Expenses Dec 2025
Fire Safety Matters	BACS	£46.75	£9.35	£56.10	Fire extinguisher Maintenance – ASP Jan 2026
EDF	DD	£80.84	£4.04	£84.88	ASP Electricity 28/11-27/12
BG Business	DD	£29.63	£1.48	£31.11	Electricity Toilets 3/12-1/1/26
DAISY	DD	£32.74	£6.55	£39.29	ASP Broadband Inv 92144474
Core Synergy	DD	£15.00	£3.00	£18.00	Website and email Hosting (due 01/01/26)
Rodney Cowling	BACS	£90.00	£0.00	£90.00	Grass cutting.

It was proposed by Cllr R Erskine and seconded by Cllr P Elderfield and resolved that the payments be accepted by Parish Council, all in favour. Carried.

14.2.01.26

To Receive and Approve the Finance Report.

It was proposed by Cllr R Erskine and seconded by Cllr P Elderfield. and resolved that the Finance Report be accepted by Parish Council, all in favour. Carried.

15.01.26

To Consider the consultation on PSPO renewal (alcohol consumption in public places) and **resolve** on any action.

Cllr P Miller proposed and Cllr JP Kuhnzack-Richards seconded to comment on the consultation that there should be no further restrictions on personal freedoms regarding alcohol consumption in public places.

16.01.26

To note the new email addresses for all Councillors – all Councillors and the clerk have been allocated .gov.uk email addresses.

The email addresses and set up instructions will be sent out to all Councillors shortly.

17.01.26

To Consider the request by a member of the public for a Bench on the SWCP/ Constantine and **resolve** on any action.

It was agreed to notify the member of the public that the Parish Council doesn't own the land in question and so is unable to give permission for the placing of a bench. Should they wish to continue with their request they should contact the landowner.

18.01.26

To Consider Chairman's Skills training courses for the Chair and Vice Chair and **resolve** on any action. Clerk to contact CALC to book the Chair and Vice Chair on the next available course that falls on a suitable date, i.e. after March 5th.

19.01.26

Consider information received regarding sewage entering the sea at Harlyn. Resolve on any action. This was already discussed under Cornwall Councillors report.

20.01.26

To look into finding the key for the notice board.

Cllr P Miller will contact Mr P Brookes to request he provide the key.

21.01.26

Correspondence:

To note correspondence received:

1. Teams meeting on 24th Feb 4pm to 5.15pm on changes to NPPF, consultations and planning. Jan to March 2026
2. CALC Training bulletin
3. Off street Parking Order 2026
4. Request from police to view CCTV footage.
5. Update on the site adjacent to St Merryn Park and an invitation to the ground cutting ceremony. No date given yet.
6. CALC news bulletin 18/12/2025

22.01.26

To receive items for Information

It has been reported that there is a tree down by Towan Green. It was advised that the parishioner should report it to Cornwall Council if it has a TPO on it or if it is blocking a public footpath or road, or if it is a danger to the public, otherwise the landowner should deal with it.

The bench at Constantine by the bus stop has no concrete base. Cllr JP Kuhnack-Richards proposed relocating this bench to Towan Green, set back a bit by the trees, seconded by Cllr P Miller, all in favour. Councillors to report back on this at the February.

23.01.26

Items for next month's agenda:

- Staffing: New clerk's contract and pension
- Tenders for grass cutting and Towan Pond
- Co-option – Jordan Simpson/Claire Carter
- Return of deposit to A Gartrell
- Chairman's skills training course – possible dates
- CIL Funding – Draft EOI to be considered
- Consider the Play Park Master Plan
- Finance – includes invoice for Speed Cameras 3-year warranty (already agreed)

Part 2.

Proposal that this meeting now go into Section 2. Closed session. This session is held with the press and public being excluded from the meeting, in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960, for the following items of business on the grounds that it may involve the likely disclosure of confidential and exempt information.

Staff Matters (Contract and Pension): No decision made.

MUGA. No further information received.

Date of next meeting: Thursday 19th February 2026

There being no further business the meeting closed at 10.00pm.