

**ST ALLEN PARISH COUNCIL  
MINUTES OF THE MEETING HELD ON TUESDAY 20<sup>th</sup> JULY 2021  
AT ST ALLEN CHURCH**

Present: Cllr. J. McCulloch (Chairman)  
Cllr. A. Hare (Vice-Chairman)  
Cllr. J. Orrell  
Cllr. A. Stallard  
Cllr. C. Wilson (from point mentioned)

Apologies: Cllr. M. McLaughlin  
Cllr. P. Mewton

In Attendance: Miss J Ritchie (Clerk); Cornwall Councillor Adrian Harvey;  
Ms K Rees

1. Chairman's Announcements

1.1 The Chairman welcomed Kathryn Rees, who would be taking on the post of St Allen Parish Clerk from 1<sup>st</sup> August.

2. Suggestions from members of the public

2.1 There were no members of the public present.

3. Approval of the Minutes of the meeting held on 22<sup>nd</sup> June 2021

3.1 The minutes of the meeting held on 22<sup>nd</sup> June 2021 were approved and signed by the Chairman. (Proposed by Councillor Stallard, Seconded by Councillor Orrell, unanimous of those entitled to vote).

4. Matters Arising from the minutes

4.1 Councillor Stallard reported that he had been unable to source an alternative contractor to carry out the recommended maintenance to playing field equipment. It was agreed to ask Play Safety Limited to proceed, as per the original quotation, at a cost of £1,257.60, including VAT. (Proposed by Councillor Stallard, Seconded by Councillor McCulloch, carried unanimously).

4.2 Councillor Stallard recommended that the Parish Council should keep in regular contact with Costain regarding the promised additional works. Members recognised the need for adequate notice from the contractors, to ensure that preparation could be carried out if required.

5. Police Matters

5.1 No Police report had been received.

6. Cornwall Council Matters

6.1 Cornwall Councillor Harvey had contacted the Tour of Britain cycle race portfolio holder, requesting information regarding car parking for Zelah residents on the day of the race, and was awaiting a reply.

6.2 There was a general discussion regarding the race arrangements, and members agreed that the race day road closures could be advertised on the village community website. **The road through Zelah would be closed at 9.00am, with the race scheduled to pass through the village at 2.00pm.**

7. Planning

7.1 There were no items of planning.

8. Update on A30 Chiverton to Carland

8.1 The Chairman suggested that the Parish Council asks Costain to give members a tour of the archaeological site at Trevalso. This was welcomed; Chairman to contact Costain with the request.

Councillor Wilson entered the meeting at 7.50pm and apologised for her late arrival, owing to work commitments.

9. To consider a motion from Councillor Mewton: "St Allen Parish Council recognises and acknowledges the Climate Change and Environmental Emergency and therefore in future St Allen Parish Council will view all Parish decisions through an environmental lens"

9.1 Discussion took place and members considered the appropriateness of the wording, as it was recognised that the decisions made by this Council took a wide range of matters into consideration. It was Proposed by Councillor Stallard, Seconded by Councillor Wilson, to approve the motion. A vote was taken, carried by a majority (four in favour, one against).

10. Any matters to report concerning rights of way/paths/stiles/maintenance

10.1 Cllr Wilson had contacted REACT regarding a date for scheduling repairs to the wooden bridge at Tolgroggan and would continue to pursue the matter.

10.2 Cllr Wilson reported that Church Lane had been cut back but the steps up to the A30 had not been cleared. Chairman to put in a request to Cormac.

10.3 Cllr Wilson informed members that the proposed ramp by the steps may not be required, as the new underpass at Trevalso would provide an alternative disability access to Church Lane. For further investigation.

10.4 Cllr Stallard enquired regarding the possibility of creating more Quiet Lanes in the Parish, to prevent speeding and unnecessary road use by non-residents. Discussion took place and members noted that a member of the public had expressed concern regarding traffic speeds through the village. The Chairman would escalate the request for Quiet Lanes with the Community Network Panel and follow up the resident's concerns with the Police.

11. Any matters to report concerning the Playing Field

11.1 Cllr Stallard reported that the Environmental Action Group had held its first meeting and would forward a report to the Parish Council for its consideration. This included initial suggestions for environmentally friendly enhancements to the Playing Field, but the group also recognised the importance of asking parishioners for their opinions. For further discussion.

12. To consider the practicality of St Allen Parish Council holding its meetings simultaneously in live and virtual form
- 12.1 Discussion took place on the technical requirements of setting up the monthly Parish Council meetings to allow members of the public to attend virtually. It was Proposed by Councillor Orrell, Seconded by Councillor Stallard, that members have an informal trial via Zoom, once the church has re-opened, and report back. A vote was taken, carried unanimously.
13. To receive a report from the Chairman regarding the Queen’s Diamond Jubilee Celebrations
- 13.1 Councillor McCulloch informed members that a special four-day Bank Holiday weekend had been scheduled for June 2022, with official events, services and concerts being held. The extended holiday would provide councils with the opportunity to plan celebratory events and street parties.
- 13.2 Discussion took place and suggestions included holding a street party in the playing field, and lighting a Jubilee beacon at the highest point of the parish. It was Proposed by Councillor McCulloch, Seconded by Councillor Hare, that St Allen Parish Council co-ordinates the building and lighting of the beacon. A vote was taken, carried unanimously. It was agreed to contact members of Zelah Village Community Association regarding a street party.
14. Finance: to approve spending, accounts and current month’s payments
- 14.1

Receipts: Interest HSBC Business Account to 3/6/21 £ 0.14

Payments July 2021:

Date of Cheque	Cheque Number	Payee	Details	Amount
20/07/21	101518	J. Ritchie	Clerk’s Wages (net)	£ 220.00
20/07/21	101519	HMRC	Tax on Clerk’s Wages	£ 55.00
20/07/21	101520	Team Maint Services Ltd	Maintenance Contract June (Inv. 207469)	£ 495.00
20/07/21	101521	Catherine Bennett Ltd	Internal Auditor (Invoice 5444)	£ 199.50
			<b>TOTAL</b>	<b>£ 969.50</b>

HSBC Community Account 01/07/21	£26,573.63
HSBC Business Account 01/07/21	£28,406.42
Total at 20/07/21	£54,980.05

It was noted that funds from the closed Nationwide account had transferred to the HSBC Business account.

The accounts were approved. (Proposed by Councillor McCulloch, Seconded by Councillor Hare, carried unanimously).

14.2 The Clerk had prepared Change of Address forms for both HSBC accounts, which were signed by the Chairman and Vice-Chairman.

14.3 Letters of thanks for recent donations had been received from Marie Curie and Cornwall Air Ambulance.

15. Items for Next Agenda

15.1 Update on Tour of Britain arrangements.

16. Date of Next Meeting

16.1 The Parish Council could now revert to holding its meetings on a Monday, the next meeting being

**Monday 16th August 2021, 7.30pm, St Allen Church**

On behalf of the Parish Councillors, the Chairman presented a bouquet to Miss Ritchie as retiring Clerk and thanked her for her work during her time with St Allen Parish Council.

There being no further business the Chairman closed the meeting at 8.46pm.

Signed .....  
CHAIRMAN

Date .....

