

# ST IVE PARISH COUNCIL

**Minutes of the Meeting of St Ive Parish Council held on Monday, 12 May 2025 at 7.30pm in the Millennium House, Pensilva.**

Item No.		Action by
1	<p><b>Those present.</b> Cllrs. S Willis (Chairman), M Carr, P Mann, N Libby, M Corney, C Vaughnley, R Farley, I Vaughan, T Hodson, J Bruce.</p> <p><b>Also attending.</b> Mrs J Hoskin (Parish Clerk) P Steer (NDP) and candidate for co-option.</p>	
2	<b>Apologies</b> for absence were received from Cllr. A Moss.	
3	<p><b>Councillors Declarations of Interest. To receive and grant Councillors requests for dispensations.</b></p> <p>Cllr Bruce declared an interest on any matters relating to the Pensilva Community Association (PCA), the Millennium House staff and the Parish Pump magazine.</p> <p>Cllr Farley declared an interest on any matters relating to PCA.</p>	
4	<b>Questions from members of the public (meeting then closes to the press and public although visitors are welcome to remain for the rest of the proceedings up to the Closed Session when confidential matters may be discussed).</b> There were no members of the public present.	
5	<b>Report from Cornwall Councillor – Cllr J Gale.</b> No report received.	
6	<b>To receive and approve the Minutes of the Meeting held on the 14 April 2025.</b> The minutes of the meeting held on the 14 April 2025 were deferred until the next meeting.	
7	<b>Matters arising from the Minutes.</b> Deferred until the next meeting.	
8	<p><b>Finance – to receive en-bloc the following items (a) to (c) as circulated by the Finance Officer.</b></p> <p>a) <b>Authorisation of payments / payroll / direct debits /creditors and debtors.</b> No financial reports were presented but will be made available in the future. The transactions made were approved; proposed by Cllr Vaughnley, seconded by Cllr Willis and unanimously agreed.</p>	
9	<b>Correspondence to be noted.</b> Reported and noted.	
10	<p><b>Report from Committees and to consider and approve any recommendations from their meetings.</b></p> <ul style="list-style-type: none"> <li><b>Parks &amp; Open Spaces Committee.</b> Cllr Corney confirmed the date of the next meeting, being the 23 May 2025. South West Play had visited both play areas at St Ive and Pensilva and were providing quotes for work being considered. Cllr Libby had fenced off the gap in the hedge adjacent to the road.</li> </ul>	

	<ul style="list-style-type: none"> <li>• <b>Planning Committee.</b> Cllr Willis updated the meeting on the Bicton Manor site. It was noted that two caravans had appeared on the development site at the top of School Road that had not been requested as temporary accommodation in the original planning application.</li> <li>• <b>Neighbourhood Development Plan Working Group.</b> P Steer was invited to give an update on the NDP. The final amendments were now being made to the draft document. Once completed it will be circulated to Councillors. The next stage was to submit the NDP to Cornwall Council for approval; followed by a public referendum. Date of the next meeting, 28<sup>th</sup> May 2025.</li> <li>• <b>Community Area Partnership Meeting</b> – Date of the next meeting, 16 June 2025.</li> </ul>	<p>Clerk</p> <p>M Cn</p>
11	<p><b>Millennium House – to receive the Managers monthly report. Councillors had received and noted the manager’s report.</b> The managers report was noted. Councillors agreed a tower scaffold should not be purchased and used by staff / volunteers. Any maintenance relating to “working at height” should be carried out by a company compliant to the required regulations and risk assessments. The manager will be asked to report back on research for the automatic opening door at the main entrance.</p> <p>An issue with the alarm and online connection with the police / supply company is being sorted.</p> <p>The runner for the internal barrier gates had been damaged.</p> <p>The manager will be asked to update the risk assessment for the building, to include working with ladders; lone working and staff inductions.</p> <p>The manager will be asked to attend the MHMC meetings.</p> <p><b>Update on the power wall.</b> Awaiting installation.</p> <p><b>To consider offering a facility to a mobile fish and chip van to alleviate congestion on the public highway.</b> Councillors discussed the options of the van parking in the Millennium House car park. It was felt the van attracted passing traffic when parked in it's current position that would have approval on the street trading licence. Customers vehicles were legally allowed to park on the highway although this may cause a temporary obstruction for other road users.</p>	<p>VT</p> <p>VT</p> <p>VT</p>
12	<p><b>Parking on junctions and bends causing an obstruction to residents and the public.</b> The Chairman will address parking issues in his next report for the Parish Pump magazine reminding everyone to park sensibly and to not obstruct junctions and residents driveways.</p> <p>The Clerk will contact Cornwall Council seeking costs for a traffic enforcement officer to visit the village.</p> <p>Cllr Corney advised that replacement or new yellow lines was a matter for the Community Area Partnership Highway Scheme.</p> <p>It was felt that the number of vehicles needing to park was an issue and the problems would occur elsewhere if vehicles were moved on.</p>	<p>SW</p> <p>Clerk</p>

<b>13</b>	<b>Parish Council Election and co-option to fill the two vacancies on the Pensilva ward.</b> The vacancies to be advertised.	Clerk
<b>14</b>	<b>Matters to be reported and noted by the Clerk / Items for the next agenda.</b> None.	
<b>15</b>	<b>Annual Parish Meeting – to note the meeting will be held on Monday 19 May 2025.</b> Noted.	SW
<b>16</b>	<b>Date of next Full Council Meeting – Monday, 9 June 2025.</b>	
<b>17</b>	<b>Closed Session, if required to discuss staffing, contracts and confidential matters. Update on the Finance Officer position and Audit.</b> It was decided to seek a temporary member of staff / help to cover the finance officer position on a six months contract. This to be advertised. The Clerk will source a RFO in the meantime.	
<b>18</b>	<b>To close the meeting.</b> There being no further business the meeting closed at 8.30pm	

Dated

Signed