

St Erth

COMMUNITY LIAISON GROUP MEETING MINUTES

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meeting minutes

Subject	St Erth Community Liaison Group
Date	21/09/2022
Location	Online via TEAMS
Recorder	Sarah Cotton
Chair	Lisa Thompson

Present

Name	Initials	Company	Title
Sarah Cotton	SC	SUEZ	Education and Community Officer
Lisa Thompson	LT	SUEZ	Senior Community Liaison Manager
Jan Baker	JB		Local resident
Dave Evans	DE		Local resident
Tara Sherfield-Wong	TSW	Cornwall Council	Councillor
Ted Taylor	TT	St Erth Parish Council	Chair of St Erth Parish Council
Ben Thompson	BT	SUEZ	Operations Manager
Martin Heyward	MH	CORMAC	Site Agent
Alistair Walker	AW	SUEZ	Construction Project Manager
Victoria Parker	VP	Cornwall Council	Assistant Integrated Waste Management Contract Team Leader



Natassia Player	NP	St Erth Parish Council	St Erth Parish Councillor
Lindsay Opie	LO	CORMAC	Communications and Engagement Manager

Ref	Note	Action
1.0	Welcome and apologies	
1.1	<p>LT opened the meeting.</p> <p>Apologies were received from Emma Smyth, Tim Greatrex, Andrew Smith, Fiona Drew, Jackie Ward.</p> <p>Members introduced themselves as representatives from CORMAC were present for the first time.</p>	
2.0	Approval of the previous meetings minutes	
2.1	Minutes were approved.	
3.0	Planning / Construction update	
3.1	AW updated the group on the progress made since the last meeting.	
3.2	<p>Designs and Layout</p> <p>AW explained the updated designs and slight layout changes.</p>	
3.3	Question and answer session	
	<p>TT asked if the 1st phase will have any impact on the HWRC.</p> <p>AW answered that the HWRC will continue to operate during the construction phase, only a couple of bins will be reduced to allow CORMAC access.</p> <p>BT added that the two bins that will be impacted are bins located on the bottom level. These two bins will be relocated to the top level, this will not impact any other services. The aim is to move the two bins when required outside of the operating hours of the HWRC, similarly to how plasterboard is managed.</p>	



	TT asked if measures similar to COVID restrictions could be considered be to manage traffic volume and reduce queuing e.g., booking slots and number plate recognition. SC to add HWRC Traffic management reviews to next meeting agenda.	SC
	Submitted question	
	<p>“If I come by car then I'm a pedestrian the moment I step out of the car, so Health and Safety I presume are ok with that or should only staff be allowed on foot within the centre?</p> <p>Anyway, I know that SUEZ has a thirty-year contract, and I was wondering what the plans were to increase the county's recycling rate for things such as electrical items and paint?”</p> <p>LT spoke to the member of the public on the phone about the first question, highlighting that it is a health and safety issue that members of the public must arrive to site in a vehicle and not walk / cycle onto the site. Once on the site, members of the public must keep to the designated footpaths.</p> <p>VP confirmed that the waste disposal contract commenced in 2006 and expires in 2039. With regards increasing recycling rates, Cornwall Council has a published Waste and Resource Management strategy. Government has a new Environment Act passed last year and there will be new legislation and policies introduced over the next few years which will aim to reduce waste and increase recycling. The new waste collection contract will introduce a separate food waste collection and will help to improve and increase recycling across Cornwall. All electrical items are collected separately at HWRCs, no matter how small or large, and are sent off to be recycled either as a whole product or as parts. There are some upcoming pilot programmes are being funded by central government to get paint back into reuse and recycling.</p> <p>VP suggested that if members of the public have specific questions about items, they can contact VP who will be able to provide details. VP will also send around the online link for Cornwall Council's Waste and Resource Management Strategy so that it can be sent around with the minutes.</p>	VP
4.0	Traffic queries	
4.1	Update	
	<p>BT There is no time restriction at St Erth for vehicles queuing outside the facility. This happens at other sites.</p> <p>VP answered that we aim to keep queuing on the road as minimal as possible, working with Biffa to manage this. AW highlighted that CORMAC will be able to control their traffic through the traffic management plan, they will not be parking</p>	



	<p>on the road as they have an allocated compound. They are aware of the constraints of the site</p> <p>MH added that CORMAC do not envisage any of the construction vehicles staying on the road, all deliveries will have the traffic management plan prior to delivering. There is allocated space off the road for materials storage.</p> <p>VP answered that the route that Biffa vehicles take will be coming from the A30 unless they're directly collecting from St Erth.</p> <p>AW added that construction vehicles will use this route unless they are local workers coming from the area.</p>	
4.2	Outstanding queries	
	<p>DE highlighted that a lot more construction traffic will be going in and out under the bridge and that it is too narrow under the bridge for 2 lorries to pass each other. Meaning that this automatically starts some traffic to back up/ queue.</p> <p>TT agreed with this statement and added that Cornwall Council planners insisted that 2 lorries could pass each other under the bridge.</p> <p>TT added that the traffic light at the station entrance doesn't synchronise with the A30 traffic lights. Causing traffic to build up in the area under the bridge. VP offered to feedback to her colleagues in the highways electrical team.</p> <p>TT also highlighted that Fridays, Saturdays and Sundays, members of the public need to be considered as there are queues right back on the road, therefore blocking the construction vehicles accessing the site. TT suggests that something needs to be done to limit the number of people trying to access the HWRC site. There has been traffic backing-up and queuing on the road recently, which DE agrees with.</p> <p>DE asked about whether the gateway court residents area getting a yellow box junction.</p> <p>TT added that it was a concern and that they have also asked highways. They were told it was due to an objection from highways.</p> <p>DE highlighted the potential impact could be high if something is not put in place.</p> <p>VP has contacted the local highway network manager and was provided with an update that: the site had been subject to road safety audits and that a yellow box junction is not achievable due to the layout, this report was sent through to the Parish Council and residents of Gateway court. The issue is currently sat with Cornwall Council clients, and they are responsible for commissioning further independent assessments. The Parish Council should be kept updated</p>	VP



	and in addition VP will see if there is any further update prior to the next liaison group meeting.	VP
5.0	Local development	
5.1	NP updated that the highways improvements will be completed before construction begins at St Erth. TT updated the group that Treloweth has not received planning permission yet.	
6.0	Any other business	
6.1	SC updated that due to the Queen's funeral on the 19 th of September, kerbside recycling collections were cancelled and rescheduled for Saturday 24 th September. Extended opening hours have been approved for the RTS by the Planning Authority for this day only to accommodate the additional collections.	
7.0	Date of next meeting	
7.1	LT suggested early December for the next meeting to take place. The 7 th of December has been provisionally agreed upon.	



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meeting minutes

Subject	St Erth Community Liaison Group
Date	20/07/2022
Location	Online via TEAMS
Recorder	Sarah Cotton
Chair	Lisa Thompson

Present

Name	Initials	Company	Title
Sarah Cotton	SC	SUEZ	Education and Community Officer
Lisa Thompson	LT	SUEZ	Senior Community Liaison Manager
Jan Baker	JB		Local resident
Dave Evans	DE		Local Resident
Derek Tilby	DT		Chair of the residents' association
Emma Smyth	ES	SUEZ	Planning Manager
Ben Thompson	BT	SUEZ	Operations Manager
Tim Greatrex	TG	St Erth Parish Council	St Erth Parish Councillor
Alistair Walker	AW	SUEZ	Construction Project Manager
Victoria Parker	VP	Cornwall Council	Assistant Integrated Waste Management Contract Team Leader



Natassia Player	NP	St Erth Parish Council	St Erth Parish Councillor
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Ref	Note	Action
1.0	Welcome and apologies	
1.1	LT opened the meeting. Apologies were received from Fiona Drew, Patrick Daws, Ted Taylor, Dale Unsworth, Jackie Ward, Craig Mouatt and Robert Williams.	
2.0	Approval of the previous meetings minutes	
2.1	Minutes were approved.	
3.0	Planning / Construction update	
3.1	ES updated the group on the progress made since the last meeting.	
4.0	Vehicles queuing	
4.1	DT raised a question on how traffic will be prevented from queuing on the road when entering the RTS during the construction works. BT responded that the traffic management plan includes a 1-way system and traffic management plans were being developed with Biffa to ensure that arrival times are staggered and queues outside the site are kept to a minimum. VP added there is a backup contingency being discussed with the park and ride to allow excess vehicles to wait in the car park. DT noted that the park and ride can be full especially during summer months, JB added that this was the case in June this year. VP commented that controlling vehicles going on to site will be the main control and that the park and ride is only a backup option, which is not envisaged to be required. BT added that the redevelopment is more effective as it will allow more space at	



	<p>the bottom of the site for vehicles to park off the road.</p> <p>DT asked if there is an allowance for vehicles to be on the road for up to an hour. BT action to find out the answer.</p> <p>DT asked if there is the possibility for dustcarts to tip in the shed at the same time as another vehicle. BT answered that it would depend on the waste being loaded, as there needs to be no risk to pedestrians and that there are strict rules on vehicles being in the same place at the same time due to proximity restrictions.</p> <p>NP asked about the vehicles currently going on to site. VP answered that the construction will have several phases and that there are contingency plans to limit how many vehicles will arrive on site in an hour, the development also allowing for more on-site queuing. More information will be available for the next meeting. NP asked if some of the changes to limit vehicles arriving on site in an hour can be implemented before construction begins. VP to action this and get an answer back to the group.</p> <p>NP asked if the catchment area alterations will be permanent. VP answered this is still to be determined and all routes take into account optimisation of the rounds. Flexibility is always used across sites to allow them to be used in any contingencies as required. All vehicles visiting site must follow the prescribed route via the A30. The time that collection vehicles will be travelling through the village, will be when they are on the village collection rounds. DT asked if the main route would pass his house. BT responded that it would be unlikely as the route would most likely travel via the A394 and then on to the A30. VP to action this and confirm the route.</p>	<p>BT</p> <p>VP</p> <p>VP</p>
5.0	Points raised at previous meeting	
5.1	<p>BT explained points raised at previous meeting.</p> <p>DT asked if there would be room for diggers and dustcarts to be in the same area. BT answered that it is a possibility but that there are zone restrictions which will be determined further along the process which may impact this.</p> <p>BT explained the use of a gatekeeper is being reviewed to see if it is viable. DE added that there were 10 near misses in the area of Gateway court. There is an issue with the road being blocked and there is confusion at the traffic</p>	<p>VP</p>



	<p>lights. VP to chase alongside TSW who NP stated is on the case.</p> <p>DT asked if the height of the bridge will cause an issue for vehicles during the construction stage as it is only 13 Ft high. AW answered that this has been identified to the contractor and that they will be expected to adhere to this limitation.</p> <p>DT asked if tamping down the containers will cause closure of the site. BT answered that due to a change in construction phasing this will not be affected as bays at the top of the site will occasionally be tamped throughout the day. DT added that closing the site will then impact the traffic and create queues on the road. BT responded that they will not tamp down the containers on the top level if possible during customer hours but there may still a requirement and therefore some disruption.</p>	
6.0	Standing agenda items	
6.1	<p>LT asked if there were any topics that should be on the agenda. NP suggested adding “development of Trelowth” including Parish council works and highways updates.</p>	SC
7.0	Any other business	
7.1	Suggestion to bring updated designs and layouts of the site. AW to action this.	AW
8.0	Date of next meeting	
8.1	28 September suggested, confirmation or alterations to be sent out nearer the time.	SC

meeting minutes

Subject	St Erth Community Liaison Group
Date	27/04/2022
Location	Online via TEAMS
Recorder	Sarah Cotton
Chair	Lisa Thompson

Present

Name	Initials	Company	Title
Sarah Cotton	SC	SUEZ	Education and Community Officer
Robert Williams	RW	SUEZ	Project Manager
Lisa Thompson	LT	SUEZ	Senior Community Liaison Manager
Jan Baker	JB		Local resident
Ted Taylor	TT	St Erth Parish Council	Chair of St Erth Parish Councillor
Dave Evans	DE		Local Resident
Dale Unsworth	DU	Cornwall Council	Integrated Waste Management Contract Leader
Derek Tilby	DT		Chair of the resident's association
Fiona Drew	FD	St Erth Parish Council	St Erth Parish Clark
Matthew Sleeman	MS	Cornwall Council	Planning Officer

Emma Smyth	ES	SUEZ	Planning Manager
Tim Warne	TW	Cornwall Council	Principal Planner
Ben Thompson	BT	SUEZ	Operations Manager
Tim Greatrex	TG	St Erth Parish Council	St Erth Parish Councillor

Ref	Note	Action
1.0	Welcome introductions and apologies	
1.1	<p>LT introduced herself and opened the meeting, explaining how the chair will rotate every 6 months between SUEZ and St Erth Parish Council. All members introduced themselves and their roles.</p> <p>Apologies were received from Tara Sheffield Wong, Jackie Ward, Victoria Parker, Alistair Walker and Craig Mouatt.</p>	
2.0	Code of Conduct	
2.1	Code of Conduct was accepted.	
3.0	Terms of Reference	
3.1	TG did not have access to the document, FD sent him a copy. The ToR was accepted.	
	Suez Presentation	
	<p>LT handed over to RW to lead the presentation giving an overview of the project for those who were new to the group. Topics covered in the presentation:</p> <p>The new waste service; the approved changes to the transfer station (RTS); food waste service; RTS opening hours; odour control; noise control; the planning process; post approval modifications; next steps; and getting in touch.</p>	

	<ul style="list-style-type: none"> - If an odour is not reported then it is ignored. <p>RW from SUEZ answered:</p> <ul style="list-style-type: none"> - SUEZ is very open and hopes that a site visit will reassure the members. - DU added that odour will be proactively checked daily as the environmental permit requires this for a waste management site. <p>The group discussed the opening hours of the Household Waste Recycling Centre (HWRC). Members raised concerns about:</p> <ul style="list-style-type: none"> - If there is a plan for the telehandler to pack down the containers to make more room and limit bin exchanges. - Is there is enough space in front of the containers to move and replace them. - TT stated that the parish council has objections to the opening hours. He asked if there is a compromise for the HWRC opening hours to be from 7am to 7pm for 12 months once construction has started. - FD added that it would be beneficial to review in a year and that the council supports the redevelopment, but the opening hours are an issue. - TG asked if short 15-minute closures to compact and move the bins at a quieter time could be more manageable then doing it at the end of the day. <p>In response RW from SUEZ said:</p> <ul style="list-style-type: none"> - The telehandler may not be on the top level to pack down the containers. Will get an answer back to the group. - The operational team are satisfied there is sufficient space to move the containers. - 7am to 7pm is manageable and would be needed for the duration of the building works and reviewing in 12 months would be beneficial. - BT added that some sites do exchange containers through the day and that it is possible if parts of the site are shut to allow the containers to be compacted. 	<p>RW</p>
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5.1	Question and answer session	
	<p>FD asked if the drainage officer is happy to change the wording from prior to construction starting and prior to occupation of the building.</p> <p>TW confirmed that the drainage officer was happy to change the wording. It will go back to the Parish in their meeting on Tuesday for their comments.</p> <p>DT asked if it would be possible to watch a bin being moved to see how much time and space is needed to achieve this.</p> <p>BT confirmed that this is possible. LT adds that this can be included in a site visit.</p> <p>TT questioned whether it is possible for any large vehicles going under the bridge at St Erth to beep their horns as vehicles go fast around the corners.</p> <p>RW answered that this can be proposed to the transport team.</p> <p>DE added that asking lorries to beep may increase noise as some drivers will not do a short beep.</p> <p>RW answered that he can put it to the collection contractor to exercise common sense when beeping the horn.</p> <p>TT then raised concerns about litter picking at wintertime when it is prevalent.</p> <p>Added to next meeting's agenda.</p> <p>TT asked if it is possible to highlight free spaces in the HWRC as when queuing it is difficult to see if it is possible to park.</p> <p>RW answered that this is limited by staff, but he will take it away and put it to managers. Added to the next meeting's agenda.</p> <p>DT mentioned that the bridge had been approved for 2 40ft articulated lorries to pass side by side under the bridge, but that in reality there is not enough space for a car to pass a 40ft articulated lorry.</p> <p>RW answered that reduced articulated lorry sizes are needed for the area.</p>	<p>BT/LT</p> <p>RW</p> <p>SC</p> <p>SC</p>
6.0	Future discussion topics/ Standing agenda items	
6.1	<p>LT asked if there were any topics that should be on the agenda.</p> <p>TT replied that he is happy to add to the agenda at the next meeting as the topic is new to the members who are developing their knowledge.</p>	SC



7.0	Any other business	
7.1	<p>LT suggests SUEZ liaise with FD and Cornwall Council to organise a site visit. All agree to the site visit.</p> <p>LT asked what format would be best for the meetings going forward. RW mentioned traveling from Somerset, FD said the meeting benefited from RW being there so would be happy to meet on Teams.</p> <p>All participants agreed to meet on Teams for the next meeting.</p>	LT/FD
8.0	Date of next meeting	
8.1	<p>LT proposed several dates, it was agreed that the next meeting will be held on Wednesday 15 June at 6pm.</p> <p>LT thanked everyone for attending and closed the meeting at 18.57.</p>	SC