

Mabe Parish Council

Minutes – 12 January 2023

Minutes of the meeting of Mabe Parish Council held on Thursday 12 January 2023 at the Mabe Parish and WI Hall, Antron Hill, Mabe, commencing at 7.00pm

Councillors present: Councillors: M Wilkinson (Chair), C Cole (Vice-Chair) (from 7.15pm), B Galke, R Phillips, P Simmons, A Thomas, P Tisdale, K West.

Cornwall Councillor: C.Cllr Bastin

Officer support: Clerk/RFO

Minute no:	Agenda Items
MPC22.23.228	Apologies for absence – were received from Cllrs Wills and Tindle.
MPC22.23.229	Members’ Declarations of Interests Cllr Wilkinson requested that it be noted that she had been gifted a card and £20 from the Luncheon Club members, in her capacity as an individual volunteer, rather than as a parish councillor. Cllr Galke declared an interest in Minute 249 (Payments schedule) as her company was one of the recipients of payment, and abstained from voting on this item. Cllr Phillips declared an interest in Minute 243 (Shared Prosperity / Levelling Up funding), as a Trustee of the Mabe Parish and WI Hall, and withdrew from the meeting during the vote on that item.
MPC22.23.230	To approve written requests for dispensation – None
MPC22.23.231	Cornwall Councillor report Cllr Bastin’s report included the following: <ul style="list-style-type: none">- People had the chance to air their views on the proposed Devolution Deal, virtually at the CNP meeting on 25 January and face to face at the Maritime Museum on 27 January- Next CNP meeting on 17 January- Cornwall Council and the Integrated Care Board were giving more powers to pharmacies, to help reduce the pressure on GP surgeries- Treliske hospital was under pressure due to flu and covid cases impacting on services- A third of eligible pensioners were not claiming their pension credit – the number to call to enquire/apply is 0800 99 1234
MPC22.23.232	Presentation – Cormac – In Bloom – Lea Thomas - Deferred to the March meeting
MPC22.23.233	Public Speaking – None

MPC22.23.234	<p>Minutes of meeting of the council held on 8 December 2022</p> <p>Resolved – that the minutes of the meeting of the council, as above, having been circulated, be taken as read, approved and signed by the Chair as a true and accurate record of the meeting.</p>
MPC22.23.235	<p>Clerk’s update report</p> <p>The report had been circulated prior to the meeting and was noted.</p>
MPC22.23.236	<p>Planning Applications</p>
	<p>a) PA22/10450 – Chyan Farm, Jobs Water, Penryn – Certificate of Lawfulness for existing use of 8 units as dwelling houses for workers on the farm.</p> <p>Resolved – that the parish council objects to this application as there appears to be insufficient evidence with the application to support the applicants claim that they have been on site for the required period.</p>
	<p>b) PA22/09983 – Land North of Bramble Cottage, Trevone, Mabe Burnthouse – Application for Permission in Principle for construction of up to one dwelling.</p> <p>Resolved – that the parish council objects to the application, and makes reference to its relation to the policies of the emerging Mabe Neighbourhood Plan: Much of the NDP covers aspects that are not within an in principle application, due to lack of detail. The application falls short of policies 1,8,9,12,13 & 15.</p> <p>Policy one requires sustainable development to promote efficient use of Natural Resources. The application does not do this as it is proposed to remove a visual amenity feature within the area.</p> <p>Policy 8 requires retention of green space. Other aspects within policy 8 may met met, subject to detail being supplied.</p> <p>Policy 9 is arguable again as no detail but must mitigate impact loss of community identity.</p> <p>Policy 12 - the proposal does not appear to have safe pedestrian access to community facilities.</p> <p>Policy 13 - the application does not make positive contribution to conserve and enhance the landscape.</p> <p>Policy 15 - the proposed development is outside the development boundary , it is not infill and is not rounding off. Even if it were, it would need to be an affordable dwelling and require community support.</p>
MPC22.23.237	<p>Mabe Neighbourhood Plan [Cllr West] - <i>To receive an update on progress of the creation of the Mabe Neighbourhood Plan.</i></p> <p>Cllr West reported that the consultation letters had gone out to all households, a number of responses had already been received, all would be answered and taken into account. The consultation ends on 17 January and the next NDP meeting is on 19 January. Responses from organisations were available to view on the Cornwall Council planning portal. The Open Space Officer had suggested an open space survey, and the discussion had led on to the potential for the parish council to try to buy the 3 fields from Cornwall Council rather than wait for devolution/transfer.</p>

	<p>An Inspector has been chosen, to carry out the examination stage.</p> <p>The update in Mabe Matters should include a note to encourage people to take part in the referendum when it is held. The update was noted.</p> <p>Cllrs Simmons and Galke were thanked for their efforts in sending out the consultation letters.</p>
MPC22.23.238	<p>Use of MEG funds / refreshments at Warm Hub at the MYCP [Cllr Wilkinson] – <i>To consider granting remaining MEG earmarked reserve to the Warm Hub project</i></p> <p>Members noted the benefit to the local community of the MYCP providing a Warm Hub, and that the parish council had been asked to contribute towards the project (eg heating and refreshments, teas, biscuits, etc).</p> <p>It was noted that there was £357.30 in the Mabe Emergency Group earmarked reserve, and that only a small amount was being asked for at this trial stage.</p> <p>Resolved to make a grant of £57.30 to the MYCP to be earmarked for use for the Warm Hub project only.</p>
MPC22.23.239	<p>Need for Highways improvements</p> <p>Cllr West noted that with all the NDP works, proposals to improve the hall, climate emergency etc, there was a greater emphasis being placed on people getting around on foot or by bicycle but that routes for walkers and cyclists in Mabe were mainly poor, and in many places non-existent. Cllr West put it to the council that more needed to be done to bring about improvements such as new and/or improved pavements and crossings.</p> <p>It was noted that the portfolio holder for transport would be at the next Community Network Panel meeting and so it was Agreed that Cllrs West and Simmons would attend the next CNP meeting to raise this as an issue and to ask for further improvements.</p>
MPC22.23.240	<p>Ongoing issues following the Highways Improvement works</p> <p>Cllr Wilkinson made reference to the highways improvement works carried out last year and which were still in the process of trouble-shooting, as there had been numerous concerns raised by councillors and by local residents and businesses. There had been a site meeting with Cornwall Council / Cormac officers in November 2022 but the update expected in December had not been forthcoming.</p> <p>Agreed – to ask the Cornwall Council / Cormac officers for an update on all the issues raised at the site meeting.</p>
MPC22.23.241	<p>Footpaths</p> <p>Cllr Simmons reported that the enhanced footpath funded works were underway, with footpaths furniture being updated in the past week, and in the weeks to come. Comments had already been received from local walkers, pleased to see the improvements.</p> <p>Members thanked Cllr Simmons for all his work on improving the rights of way in the parish.</p>

	<p>Cllr West offered to print the collection of labelled photos that Cllr Simmons had made of the various stiles, paths, waymarkers, etc, and was also thanked.</p>
MPC22.23.242	<p>Tree works – <i>to approve any works that might be required, following the annual tree inspection.</i></p> <p>Members had received the tree inspection survey report and recommendations. A local resident in a neighbouring property had been given a copy of the survey report and had raised concerns which they wished the council to address.</p> <p>Agreed to hold a site meeting with the neighbour before agreeing the TPO application and contracting for works. Cllrs Wilkinson and Cole to attend, along with the tree inspection contractor. A report to be brought to the next council meeting.</p>
MPC22.23.243	<p>Shared Prosperity / Levelling Up Fund application</p> <p>Cllr Phillips declared an interest in this item, as a Trustee of the Mabe Parish and WI Hall, and withdrew from the meeting when the vote was taken.</p> <p>Cllr West reported that the steering group had met and work on the grant application was proceeding. Input was being sought from an architect and structural engineer. Much of their advice was being given freely, however there were costs that would be incurred and so a request was made for the council to cover costs of up to £1,000.</p> <p>The plans being worked up included keeping the existing external walls, meeting the Good Growth fund criteria, and bringing the hall to a condition where it could operate sustainably for the next 100 years. Calculations needed to be commissioned to enable the work to be priced, to inform the grant application. The steering group had until March to submit the grant application.</p> <p>The Clerk advised that the funding requested had not been notified to the council in advance of the meeting and so the council would need to take a view on the urgency of the request. Members noted that under Financial Regulations there was a requirement to seek three quotes, but in this instance the professionals being called upon were giving the majority of their services for free and the costs being covered would be the costs they would otherwise incur, and so the council could take a view on this aspect also.</p> <p>Resolved – that the WI Hall project steering group would be able to call on up to £1,000 (from reserves), allocated to professional costs incurred to enable the grant application to be worked up.</p>
MPC22.23.244	<p>Preparations for marking the King's Coronation in Mabe</p> <p>Cllr Wilkinson reported that Cllr Wills had started to carry out initial soundings with the local community, and that a further update would be brought to the next meeting of the council.</p>
MPC22.23.245	<p>Fencing request for property/properties backing onto the land behind the bus shelter</p> <p>It was noted that since the Leylandii had been felled on the land behind the bus shelter, the gardens behind were now exposed to view, and the poor quality wire fencing. Members discussed improving the aesthetic of the area by erecting wood fencing.</p>

	Agreed to seek three quotes for fencing, to be considered by the council before decision is made. Cllr West offered to work up the specification on which the quotes will be sought.																																																						
MPC22.23.246	Climate Change training Members were advised that the climate literacy training had been arranged for 6.30pm on Thursday 9 February. All were encouraged to make every effort to attend. Noted.																																																						
MPC22.23.247	Training for Councillors <i>To approve councillors training provided by CALC</i> Resolved – Cllr Simmons to attend planning training and Cllr West to attend procurement training. It was noted that the council’s own Code of Conduct training would be held on 26 January, a reminder to be circulated to all councillors.																																																						
MPC22.23.248	Attendance at CALC AGM Members noted that the CALC AGM would be held on 21 February in Bodmin. Agreed: Cllrs Simmons, Tisdale, West and Wilkinson to attend, with the voting representative to be Cllr Wilkinson.																																																						
MPC22.23.249	Schedule of payments Resolved – to approve the payments as set out in the payments schedule. <table border="1"> <thead> <tr> <th>Payee</th> <th>Purpose</th> <th>Amount (inc VAT)</th> </tr> </thead> <tbody> <tr> <td colspan="3"><i>To be paid by online banking</i></td> </tr> <tr> <td>Mabe WI</td> <td>Hall Hire</td> <td>£200.00</td> </tr> <tr> <td>Greens Grounds & Trees</td> <td>LMP rights of way maintenance, 2nd cuts Inv. SI-3776</td> <td>£1,259.02</td> </tr> <tr> <td>Viking</td> <td>Stationary – NDP inv. 9719726</td> <td>£109.76</td> </tr> <tr> <td>Viking</td> <td>Stationary – inv. 9719725</td> <td>£107.69</td> </tr> <tr> <td>Eco Active Arborists Ltd</td> <td>Tree felling, land next to Treliever bus shelter Inv 1626</td> <td>£1,800.00</td> </tr> <tr> <td>Booths Print</td> <td>NDP consultation mail-out</td> <td>£110.40</td> </tr> <tr> <td>PFA Research</td> <td>Refund of expenses – postage for NDP mail-out</td> <td>£768.38</td> </tr> <tr> <td>Purple Cloud (formerly Cornwall IT Ltd)</td> <td>Email support and Microsoft business – Oct. Inv 3640</td> <td>£138.00</td> </tr> <tr> <td>Duchy Defibrillators</td> <td>Annual monitoring fee – Mabe stores and Mabe hall</td> <td>£456.00</td> </tr> <tr> <td>L Dowe</td> <td>Clerk’s salary (Dec) (note 1)</td> <td>£407.20</td> </tr> <tr> <td>L Dowe</td> <td>Clerk’s expenses (Dec) (note 2)</td> <td>£26.00</td> </tr> <tr> <td>HMRC</td> <td>PAYE tax and NI (Month 10) (Note 3)</td> <td>£102.00</td> </tr> <tr> <td colspan="3"><i>Direct Debit payments</i></td> </tr> <tr> <td>EE</td> <td>Dec ’22 mobile phone contract (DD on 6/1/23)</td> <td>£11.57</td> </tr> <tr> <td>Vodafone</td> <td>Jan – wifi hub (DD on 15 Jan)</td> <td>£11.00</td> </tr> <tr> <td>Ionos Cloud Ltd</td> <td>Website domain 10/1/23 – 10/1/24</td> <td>£15.60</td> </tr> </tbody> </table>	Payee	Purpose	Amount (inc VAT)	<i>To be paid by online banking</i>			Mabe WI	Hall Hire	£200.00	Greens Grounds & Trees	LMP rights of way maintenance, 2 nd cuts Inv. SI-3776	£1,259.02	Viking	Stationary – NDP inv. 9719726	£109.76	Viking	Stationary – inv. 9719725	£107.69	Eco Active Arborists Ltd	Tree felling, land next to Treliever bus shelter Inv 1626	£1,800.00	Booths Print	NDP consultation mail-out	£110.40	PFA Research	Refund of expenses – postage for NDP mail-out	£768.38	Purple Cloud (formerly Cornwall IT Ltd)	Email support and Microsoft business – Oct. Inv 3640	£138.00	Duchy Defibrillators	Annual monitoring fee – Mabe stores and Mabe hall	£456.00	L Dowe	Clerk’s salary (Dec) (note 1)	£407.20	L Dowe	Clerk’s expenses (Dec) (note 2)	£26.00	HMRC	PAYE tax and NI (Month 10) (Note 3)	£102.00	<i>Direct Debit payments</i>			EE	Dec ’22 mobile phone contract (DD on 6/1/23)	£11.57	Vodafone	Jan – wifi hub (DD on 15 Jan)	£11.00	Ionos Cloud Ltd	Website domain 10/1/23 – 10/1/24	£15.60
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MPC22.23.250	Finance report and bank reconciliation	
	The clerk advised that the report and bank reconciliation would be circulated. Workload and the Christmas break had meant that it had not proved possible to provide the report in time for the meeting. Noted.	
MPC22.23.251	Migrating to new parish council email addresses	
	Noted that it was the aim for all councillors to take up their parish council email addresses by the end of January, and so any who had not yet done so were urged to contact the IT providers and arrange for it.	
MPC22.23.252	Climate Group – regular update	
	No update, the January meeting had been cancelled.	
MPC22.23.253	University Update	
	No update. Cllr Wilkinson will attend the January meeting and will raise the Kingston Way issue.	
MPC22.23.254	Correspondence	
	<p>There had been contact from the Falmouth & Penryn Funeral Directors who currently housed the councils bier, asking what the council planned for it. Agreed that Cllr Wilkinson will visit and take photo's to report back to the council. The next steps were agreed to be to seek a valuation and costs of restoration, to establish whether restoration works should be carried out. A suggestion was made that the Helston Museum might be willing to display the bier, although there was already one in situ.</p> <p>Cllr Simmons updated on a previous item of correspondence (horse incident and subsequent complaint by walkers), stating that it had been reported to Cornwall Council and a case number had been allocated. Noted. Cllr Simmons will continue to update.</p>	
MPC22.23.255	Agenda items for a future meeting	
	<ul style="list-style-type: none"> i. Any matters deferred from, or raised at this meeting ii. Report on Clerk's annual appraisal [<i>Employment Committee</i>] iii. Review of Clerk's salary [<i>Employment Committee</i>] iv. Support for the parish church [<i>Cllr Cole</i>] <i>March meeting</i> v. Celebrate footpath improvements / beating of the bounds [<i>Cllr Simmons</i>] 	
	Meeting closed: 8:50pm	Signed by Chair: