

Mabe Parish Council

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Minutes – 10 February 2022

Minutes of the meeting of Mabe Parish Council on Thursday 10 February 2022 at 7.00pm, Mabe WI Hall, Antron Hill, Mabe

Councillors present: M Wilkinson (Chairman), P Tisdale (Vice-Chairman), B Galke, R Phillips, P Simmons, A Wills

Cornwall Councillor in attendance: C.Cllr Bastin

Officer in attendance: Clerk/RFO to the Parish Council

Agenda no:	Agenda Items
	Chairman's Announcements
MPC21.22.236	Apologies for absence - were received from Cllrs C Cole, T Tindle, A Thomas and K West.
MPC21.22.237	Members' Interests Cllr Simmons declared an interest in Minute 243 b) and c) as a friend of the applicant, and d) as a student and cllr liaison with the university, and withdrew from the meeting during the consideration of these items.
MPC21.22.238	To approve written requests for dispensation None
MPC21.22.239	Cornwall Councillor report Cllr Bastin reported on updates including the following: <ul style="list-style-type: none"> - Covid-19, Cornwall Council's public health team remained concerned for public safety, advising that people may choose to continue to wear face coverings to protect themselves and others - Patient numbers at Treliske remained high, however numbers were falling - Prosperous Cornwall 2050 – Cornwall Council were contemplating a new way of working, including a focus on climate change, health and community cohesion. There was a website with information which will be updated as this proposal progresses - A new online map, to map food banks: Community Food Support - The Local Enterprise Partnership is looking for people 'creative through passion' for a community support directory. - The next CNP meeting will be held on 22 March. - Major restructuring including redundancies at Cornwall Council, with the expectation that the staff structure will look very different by the end of March - The Halvasso speed signs have been installed - No date set yet for the Mabe highways improvement work

Minutes are in draft form until approved at the next meeting of the council.

MPC21.22.240	<p>Public Speaking</p> <p>The Chairman of the Mabe Neighbourhood Plan steering group attended to update and to answer any questions raised by councillors in relation to the current public consultation period. The consultation had launched on 15 January and would run to the end of February. In the week commencing 24 February it was planned to hold a past and pint event, to encourage residents to view the plans. Comments, in writing, are invited by the NDP team for the duration of the consultation period. Noted</p>
MPC21.22.241	<p><u>Minutes of meeting of the council held on 20 January 2022</u></p> <p>Proposed, Seconded and Resolved – that the minutes of the meeting of the council, as above, having been circulated, be taken as read, approved and signed by the Chairman as a true and accurate record of the meeting.</p>
MPC21.22.242	<p>Clerk's update report</p> <p>The written update report was noted. Also discussed:</p> <p>Memorial Garden – it was not possible to get a bulk delivery of wood chippings for the path due to overhead power lines. It was suggested to try Cormac at Kernick, and otherwise it was Agreed that Cllr Wilkinson purchase retail-sized bags and arrange with volunteers to lay the chippings, and to reclaim the chippings expense from the council (s.106 monies).</p> <p>Memorial Garden – quotes were being sought for the proposed sign.</p>
MPC21.22.243	<p>Planning Applications</p>
	<p>a) <u>PA22/00639</u> – Antron Manor Care Home, Antron Hill, Mabe Burnthouse TR10 9HH – Works to trees in a tree preservation order (TPO), works to include: T1 (Oak) – fell; T2 (Oak stem) – fell stem; T3 (Monterey Cypress) – fell; T4, T5, T6 and T7 (all Beech) – reduce crown from 21m to 18m; T8 (Beech) – reduce crown from 21m to 18m and reduce south spread from 11m to 8m; T9 (Beech) and T10 (Sycamore) – crown lift slightly to maintain 5.2m clearance above highway; T11 (G2.1 Ash) and T12 (Monkey Puzzle) – fell; and T13 (Beech) – remove marked branches on attached photo.</p> <p>Proposed, Seconded and Resolved – that the parish council will support the recommendation of the County Forester.</p>
	<p>b) <u>PA21/12692</u> – Higher Eathorne Farm, Eathorne, Constantine, Falmouth – Application for discharge of a planning obligation in relation to Decision Notice w2/82/00981/0 dated 14.07.1983</p> <p>Cllr Simmons declared an interest in this item as a friend of the applicant, and withdrew from the meeting during consideration of this item.</p> <p>Proposed, Seconded and Resolved – that this council has no objection to the planning obligation being lifted.</p>
	<p>c) <u>PA21/12693</u> – Higher Eathorne Farm, Eathorne, Constantine, Falmouth – Application for a Lawful Certificate for an Existing use in breach of planning conditions in respect of decision notice W2/82/00981/0</p> <p>Cllr Simmons declared an interest in this item as a friend of the applicant, and</p>

	<p>withdrew from the meeting during consideration of this item.</p> <p>Proposed, Seconded and Resolved – that this council has no evidence to offer, and requests the planning team to check previous statements to previous planning applications at this location by the appliances, to help corroborate the applicants' statements.</p>
	<p>d) PA21/08451 - Penryn Campus, Penryn TR10 9FE – Reserved Matters application for appearance, layout and scale following outline approval W2/PA08/01579/OM dated 03.03.09</p> <p>Cllrs Simmons declared an interest in this item as a student and the cllr liaison with the university, and withdrew from the meeting during consideration of this item.</p> <p>Proposed, Seconded and Resolved – that this council objects to the proposal to remove a mature Ash tree for siting a container when there are plenty of other locations available which would not require the loss of a tree. Having declared a climate emergency, it would be in line with this declaration to protect the tree and the biodiversity it supports.</p>
MPC21.22.244	<p>Mabe Neighbourhood Plan</p> <p><i>To agree a parish council response to the current stage of consultation on the draft Mabe Neighbourhood Development Plan and associated documents.</i></p> <p>Proposed, Seconded and Resolved – that the parish council strongly supports the direction of the emerging policies in the draft Neighbourhood Development Plan and associated documents.</p>
MPC21.22.245	<p>Play Equipment inspection – January 2022</p> <p>It was reported that one quote had been received for the repair to the basket swing.</p> <p>Agreed actions:</p> <ul style="list-style-type: none"> - To seek a quote for repair from the Outdoor Play People - To claim for the repair on the council's insurance - Any amount not covered by insurance to be paid from reserves - The decision continues to be delegated to the Clerk in consultation with the Chairman and Vice-Chairman - Update the MYCP manager to explain that quotes were being sought.
MPC21.22.246	<p>Network Panel Highways Fund</p> <p><i>To agree highways improvements to submit as an expression of interest for the Network Panel Highways Fund.</i></p> <p>It was noted that Mabe parish had not claimed in the past 4 years due to the funding allocated to the Mabe highways improvement scheme, and that it was now possible for the parish council to submit a claim to the Network Highways Scheme fund.</p> <p>Proposed, Seconded and Resolved – that the parish council submits an application for no waiting at any time restrictions for Carnsew Close.</p>

MPC21.22.247	<p>Application to Cornwall Council for devolution of open space land to the parish council</p> <p>An expression of interest to be drafted for consideration at the March meeting of the council.</p> <p>Proposed, Seconded and Resolved – that the expression of interest will seek the devolution of the 2 fields off Antron Hill previously raised with Cornwall Council (and not the land at Summerheath or the amenity area next to Spargo Court).</p> <p>It was suggested that a CIL application be submitted, and noted that if an application was to be submitted to the April CIL funding round, then there would need to be a valuation of the land.</p>
MPC21.22.248	<p>Climate Action – actions for the parish council to take</p> <p>Cllr Simmons set out a proposal for the Mabe parish to become a Dark Skies area, with the aim of reducing light pollution. It was noted that the Climate Action Group would be working with the school's Eco Committee to organise a Dark Skies walk around the area.</p> <p>Proposed, Seconded and Resolved – that</p> <ol style="list-style-type: none"> 1) To declare a Dark Skies area for Mabe, and to link with the Dark Skies areas proposed for the Lizard area 2) To support and help fund actions 3) To support the Climate Action Group 4) To cover the costs of refreshments and travel for the school event (to a maximum of £100 (a breakdown of the proposed spend to be provided in advance to the Chairman and Vice-Chairman) and that the Climate Action Group may apply for a parish council grant for any future initiatives.
MPC21.22.249	<p>Footpaths</p> <ul style="list-style-type: none"> - Enhanced LMP Works <p><i>To consider the quote for works received, and to agree the next steps in this project.</i></p> <p>Proposed, Seconded and Resolved – to allow time for quotes for the Enhanced LMP works, a decision on the Enhanced LMP contract to be deferred to the March meeting of the council.</p> <p>Footpaths</p> <ul style="list-style-type: none"> - LMP maintenance contract <p>Proposed, Seconded and Resolved – that the written description giving the detailed breakdown of the path sections to be cut, to be added to the LMP contract specification.</p>
MPC21.22.250	<p>Clean Cornwall / project to tackle litter</p> <p><i>To consider taking on this project and grant funding, from local community volunteer willing to hand the project over</i></p> <p>Cllr Wilkinson offered to contact Budock parish council to find out more about Biffa</p>

	<p>sponsoring litter picks.</p> <p>Proposed, Seconded and Resolved – that the current holder of the Clean Cornwall funds for the Mabe litter project be asked to seek the approval of Clean Cornwall for the funding to be handed over to the parish council, with the suggested proposed use of the funding to be a coach trip to the recycling plant at Bodmin – education to help reduce littering.</p>
MPC21.22.251	<p>A bench for the bus shelter</p> <p>Cllr Wilkinson to contact the local volunteer who had made the planters, to ask if they will be willing to make a bench seat for the bus shelter.</p>
MPC21.22.252	<p>Future use of phone box</p> <p>Cllr Wills volunteered to place a post on social media to ask for opinions on the future use of the phone box, now that it is in the ownership of the parish council.</p>
MPC21.22.253	<p>Funding of Mabe Matters</p> <p>Proposed, Seconded and Resolved – that</p> <ol style="list-style-type: none"> 1) The parish council agrees to accept and hold funding towards Mabe Matters from the CC Ward Member's Community Chest fund, to be held as an earmarked reserve, only to be used to reimburse printing costs incurred in the production of Mabe Matters; 2) The parish council continues with the intention of paying 50% of the Mabe Matters printing cost, capped at £575 per annum in financial years 2021/22 and 2022/23; and 3) The parish council involvement in the printing process to be for this issue only, to revert to the MYCP for future editions.
MPC21.22.254	<p>Platinum Jubilee Update</p> <p>Cllr Wills reported that the first meeting of the (community) Jubilee Committee would be held in the next week.</p> <p>A location for the beacon had been agreed with a local landowner.</p> <p>The MYCP/school field would be used for the big lunch.</p> <p>Cllr Wills would draft a risk assessment for the Jubilee Committee's events.</p> <p>Members discussed giving either a commemorative mug or coin to children in the parish. Cllr Wills had researched suppliers and costs.</p> <p>Proposed, Seconded and Resolved - that the parish council will purchase commemorative coins to give to all children in Mabe school (nursery and primary) plus approx. 50 coins for children who live in the village who do not attend the school.</p> <p>Cllr Wills to give the supplier details for the coins, to the clerk, for the order to be placed.</p> <p>Cllrs Wills and Galke to research the number of coins to be given out, and for the number of coins to order to be supplied to the clerk.</p>

MPC21.22.255	<p>Clearing the land behind the bus shelter, Treliever Road</p> <p><i>To agree the works to be carried out to clear overgrowth, brambles and leylandii</i></p> <p>It was reported that Bloomin Mabe volunteers may be able to clear the brambles.</p> <p>An update from Bloomin Mabe to be requested for the next meeting, to inform on the works recommended to be carried out on the trees.</p>
MPC21.22.256	<p>Review of S.106 funded projects</p> <p><i>To receive an update, and agree the next steps for s.106 projects.</i></p> <p>Actions agreed:</p> <ul style="list-style-type: none"> - Ask whether the s.106 funds may be used to purchase land for community open space - Cormac to be asked to update on the benches requested for open spaces in the parish
MPC21.22.257	<p>Landmark Tree Planting</p> <p><i>To agree arrangements for planting the Landmark Tree given to the parish under the Cornwall Council scheme.</i></p> <p>It was noted that a response was awaited from Cornwall Council, to the request for permission to plant the Landmark Tree on land at Summerheath.</p>
MPC21.22.258	<p>Proposed gifting of play equipment to the Mabe Youth & Community Project</p> <p><i>To receive an update on the efforts to transfer the play equipment to the MYCP</i></p> <p>Noted that progress was dependent on first carrying out the agreed repairs to the basket swing, and the step for the bench.</p>
MPC21.22.259	<p>Climate Group – regular update <i>To receive a monthly update from the Climate Group</i></p> <p>It was reported that the apple trees originally held back for planting at Spargo Court were now being given away to local residents for planting. Noted.</p>
MPC21.22.260	<p>University Update <i>To receive a monthly update from the University</i></p> <ul style="list-style-type: none"> - There were plans for activities in the summer for 10 to 16 year olds - The new Vice-Chancellor had plans to allow all staff to carry out one day of paid work for local groups.
MPC21.22.261	<p>Data Asset Register</p> <p><i>To consider the draft Data Asset Register, and to approve it as a council policy document</i></p> <p>It was noted that this was a first step towards an Information Governance Policy.</p> <p>Proposed, Seconded and Resolved – that the Data Asset Register be approved.</p>
MPC21.22.262	<p>Schedule of payments</p> <p>Proposed, Seconded and Resolved – that the payments as set out in the schedule be approved for payment.</p>

	Payee	Purpose	Amount (inc VAT)
	<i>Online bank payments</i>		
	Cornwall Council	Elections '21	£255.00
	Southwest Playground Inspections	January 2022 inspection, play equipment at MYCP	£30.00
	Paul Webber	NDP planning consultant (January)	£300.00
	CPRE	Annual membership, from 18 March 2022	£36.00
	L Dowe	Clerk's salary (January) (note 1)	£369.00
	L Dowe	Clerk's expenses (January) (note 2)	£40.39
	HMRC	PAYE tax and NI (Month 10) (Note 3)	£92.20
	<i>Direct Debit payments</i>		
	EE	Jan '22 mobile phone contract (DD on 6/2/22)	£10.58
MPC21.22.263	Finance report and bank reconciliation		
	Proposed, Seconded and Resolved - that the budget monitoring report and monthly bank reconciliation is approved.		
MPC21.22.264	Correspondence - None		
MPC21.22.265	Agenda items for a future meeting		
	<ul style="list-style-type: none"> i. Any matters deferred from, or raised at this meeting ii. Review of Asset Register – <i>to review and agree any updates needed to the Asset Register</i> iii. Review of Financial Risk Assessment – <i>to review and agree any updates needed to the Financial Risk Assessment</i> iv. Replacement of the Bier House roof, and further works needed to the bus shelter roof – <i>to consider any quotes received, and advice on further works needed</i> v. Contract for work to clear the land behind the bus shelter, Treliever Road – <i>after seeking a quote based on agreed works, to confirm the contract</i> vi. Consider submitting a CIL funding application [<i>Cllrs Tisdale and Simmons</i>] vii. For the £500 budgeted for the Platinum Jubilee to be spent at the discretion of the (community) Jubilee Committee, with the payment of these funds to be approved by Council in the monthly payments schedule before the payments may be made. 		
MPC21.22.266	Matters for decision, information excluded from the press and public		
	Proposed, Seconded and Resolved – that in accordance with s.1(2) of the Public Bodies (Admission to Meetings) Act 1960, the Press and Public be excluded from the meeting during the consideration of the following business owing to the confidential nature of that business		

	<u>CONFIDENTIAL ITEMS FOR DECISION</u>	
MPC21.22.267	<p>Provision of IT support, Microsoft 365 licences and council email accounts</p> <p>When considering the amended quote received for setting up a .gov.uk domain, Microsoft365 licences for all cllrs and the clerk, reconditioned laptops for all cllrs and the clerk, and IT support, it was considered that the cost of the package was not affordable, and that the parish resources would be best directed to services and facilities for the local community.</p> <p>Proposed, Seconded and Resolved – that there would not be an order placed on the basis of the quote received.</p> <p>Members noted the advice that council-issued emails should be in use and so it was agreed to further research ways of achieving this, such as a website and email package. For report to the next meeting.</p>	
	Meeting closed: 10.05 pm	Signed by Chairman: