

Mabe Parish Council

Minutes – 9 February 2023

Minutes of the meeting of Mabe Parish Council held on Thursday 9 February 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), B Galke, R Phillips, P Simmons, T Tindle, P Tisdale, K West

Cornwall Councillor: C.Cllr Bastin had sent his apologies.

Officer support: Clerk/RFO

Agenda no:	Agenda Items
MPC22.23.256	Apologies for absence – were received from Cllrs A Thomas, and A Wills.
MPC22.23.257	<p>Members’ Declarations of Interests</p> <p>Councillors Galke, Simmons and West each declared an interest in Minute 260 (open forum discussion on the Mabe Parish and WI Hall project) as members of the steering group, and as this item was for discussion and not decision, they remained in the meeting to inform the discussion.</p> <p>Cllr Phillips declared an interest in Minute 260 (open forum discussion on the Mabe Parish and WI Hall project) as a Trustee of the Mabe Parish and WI Hall charity, and as this item was for discussion and not decision, he remained in the meeting to inform the discussion.</p> <p>Cllrs Galke, Simmons and West each declared an interest in Minute 266 (Proposal for building improvement and extension, Mabe Parish and WI Hall), as members of the steering group appointed to move the funding application forward, and withdrew from the meeting during consideration of this item.</p> <p>Cllr Phillips declared an interest in Minute 266 (Proposal for building improvement and extension, Mabe Parish and WI Hall) as a Trustee of the Mabe Parish and WI Hall charity, and withdrew from the meeting during its consideration.</p> <p>Cllr West declared an interest in Minute 271 and 280, both relating to the housing development off Antron Way, as a neighbour of the development site and relation of the author of the letter respectively, and withdrew from the meeting during consideration of these items.</p> <p>Cllr Coles declared an interest in Minute 268 (Highways Scheme funding application) as a neighbour to one of the sections of road being discussed, and withdrew from the meeting during the relevant part of the discussion.</p> <p>Cllr Galke declared an interest in Minute 264 (b) (Planning application, land west of Rosslyn, Halvasso) as a neighbour of the application site, and withdrew from the meeting during consideration of this item.</p>

	The Clerk declared an interest in Minutes 283 (Clerk's appraisal) and 284 (review of Clerk's salary), as the subject of the appraisal and the recipient of the Clerk's salary, respectively, and withdrew from the meeting for the duration of these agenda items.
MPC22.23.258	To approve written requests for dispensation – None
MPC22.23.259	Cornwall Councillor report – None.
MPC22.23.260	<p>Presentation / open forum – Renovation of the Parish and WI Hall</p> <p>Cllrs Galke, Simmons and West each declared an interest in this item as members of the joint steering group, formed to work up the application for funding for this project in partnership with the Mabe Parish and WI Hall charity. As this item was for discussion and not decision, they remained in the meeting for this item in order to inform decision.</p> <p>Cllr Phillips declared an interest in this item as a Trustee of the Mabe Parish and WI Hall charity. As this item was for discussion and not decision, he remained in the meeting for this item in order to inform decision.</p> <p>Cllr West presented documents setting out the work of the Steering Group to date, including the application documents for the Good Growth fund and planning drawings which were in the process of being worked up, to show the proposed works. 140 hours of work had gone into the process already.</p> <p>Drawings from the structural engineer included preliminary measurements and calculations to inform costings and quotes, should the bid proceed.</p> <p>Cllr West's son had given his time and his company's time free of charge, to produce the scale drawings. The next step for the drawings would be to decide what is to go in the building, to inform the plans.</p> <p>To price up the project and calculate the necessary cashflow projections would likely take a further 140 hours of work.</p> <p>Deadline for the ACRE (Platinum Jubilee Village Hall grant) application was 3 March 2023 and so it would be challenging, but possible, to meet this deadline. The deadline for the Good Growth grant application was the end of March.</p> <p>The question to be put to the council later in this meeting was whether the council wished to proceed with the project.</p> <p>Reference was made to the accounts and the annual receipts and payments of the hall Charity, with a projection that the hall would struggle to continue operating for more than a few years at the current rate.</p> <p>It was put forward that the project would only be successful as a joint bid, between the charity and the parish council.</p> <p>Thanks were given to Cllr West in particular, and the members of the steering group, for the huge amount of work that had gone into the project to date.</p> <p>One of the hall Trustees (member of the public) attended the meeting and gave his opinion in support of the project as a feasible way forward for the future of the hall.</p>

	<p>Various references were made to the 1926 Indenture, the governing document of the charity, and what it said about the objects of the charity and what would happen if the hall ceased to be viable. No firm conclusions were made on this.</p> <p>There followed discussion, which included the following points:</p> <ul style="list-style-type: none"> Residents had started to ask about the project. It was suggested that there should be public consultation. It was noted that the consultation carried out for the neighbourhood plan process had been referenced in the draft grant applications. More consultation could be carried out while the bid was being written. The need for the hall to be sustainable into the future, to continue to benefit the inhabitants of the parish Concern was raised at the 140 hours put into the project and how it would be paid for. It was confirmed that people had been putting in their time for free. The original estimate for the total cost of the project had been £250,000. It was now looking more likely to be in the region of £300,000 - £320,000. A reassurance was given that the grant could be stopped at any time, however that care should be taken at the outset as to who the lead applicant was and who the grant money would be paid to, as different rules applied to charities and local councils. It was noted that the landlord / landowner would be the applicant. It was suggested that the costs for a project officer should be included in the application.
MPC22.23.261	<p>Public Speaking</p> <p>Two members of the public spoke, stating that they and others were planning an Argyll Art Trail and asked whether the council would be able to help with funding. They were advised how to make a grant application for the council to consider at a future meeting.</p>
MPC22.23.262	<p>Minutes of meeting of the council held on 12 January 2023</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>
MPC22.23.263	<p>Clerk's update report</p> <p>Cllr West reported that he had written the specification for the fencing proposed for the land behind the bus shelter, Treliiever Road, and so now quotes may be sought.</p>
MPC22.23.264	<p>Planning Applications</p> <p>a) PA22/09271 – Antron Bungalows, Church Road, Mabe Burnthouse TR10 9HW – Reserved Matters application for appearance, landscaping, layout and scale, following outline approval PA19/07232 dated 15.11.19 for erection of 2 dwellings.</p> <p>Resolved – no objection provided that the cladding is of a natural material, not cedar cladding (as required by the Mabe NDP Design Guide) and provided that the requirements of the emerging Mabe Neighbourhood Plan and Cornwall</p>

	<p>Council's CEPD are met (the application currently fails to provide detail of how the application will meet the following policies:</p> <p>Mabe Neighbourhood Plan policies 1, 7, 8, 13, 19 & 20.</p> <p>Cornwall Council's CEPD policy C1, sections 1, 2, 4, 5, 7 and policy G1 sections 1, 3, 4, 7, 9 & 10.</p>
	<p>b) PA22/06845 – Land west of Rosslyn, Halvasso, Penryn - Erection of two stables and associated barn for storage.</p> <p>Cllr Galke declared an interest in this item as a neighbour of the application property, and withdrew from the meeting during consideration of this item.</p> <p>Resolved – that the parish council supports the planning officer's recommendations to relocate the proposed buildings to a location adjacent to the gate, and suggests that water collection and storage is included in the development.</p>
	<p>c) PA23/00237 – Carnsew Quarry, Longdowns, Penryn TR10 9DH – Stockyard levelling, extension to northern screen bund and erection of two sheds</p> <p>Resolved – that the application is supported.</p>
MPC22.23.265	<p>Mabe Neighbourhood Plan</p> <p>Cllr West reported that the NDP Inspector had asked numerous questions and that the NDP team had answered all the points raised with them. The Inspector was expected to respond fully in the next week, after Cornwall Council had also responded to their points. This update was noted, with an acknowledgement of all the work put into the responses to the Inspector by the NDP team.</p> <p>Resolved – that the NDP planning matrix is approved and adopted, to be referred to in consideration of planning applications and for the Planning Sites Committee to make use of.</p>
MPC22.23.266	<p>Proposal for building improvement and extension – Parish and WI Hall, Mabe <i>To consider an update on the funding applications to be submitted, and agree any action by the parish council.</i></p> <p>Cllrs Galke, Simmons and West each declared an interest in this item as members of the steering group appointed to move the funding application forward, and withdrew from the meeting during consideration of this item.</p> <p>Cllr Phillips declared an interest in this item as a Trustee of the Mabe Parish and WI Hall charity, and withdrew from the meeting during its consideration.</p> <p>A further written report had been circulated to Members prior to the meeting.</p> <p>The Clerk reported on advice received from CALC, which included noting the complexities of a partnership approach between a charity and a local council in view of the different legislation governing the decision making, powers and duties of each, and the need to seek expert advice on legal, financial and VAT implications. To remove these complexities, the charity could submit the grant applications and carry out the project</p>

	<p>in its own name, with the support of the local council and the option to apply to the council for grant funding through the usual grants procedure.</p> <p>Members deliberated over the advice received and took into account too the amount of work that had been put into the project to date and the partnership arrangement that had been started with the Mabe Parish and WI Hall charity trustees. There was also consideration of the need to consider the project and the actions of the parish council in view of the fact that there are two community halls in Mabe.</p> <p>Looking to the future, carrying out the project as a partnership and with the council leasing the property as was being proposed, would bring liabilities to the council for a number of years, a legacy which would be passed on to the new council after the next elections.</p> <p>After consideration, it was Resolved – that</p> <ol style="list-style-type: none"> 1) the parish council endorses the project, the renovation and improvement of the Mabe Parish and WI Hall, on the basis of the Charity proceeding with the bid on a sole basis rather than in partnership with the parish council; 2) the council will withdraw the council appointments from the partnership steering group, noting that those councillors who had volunteered to serve on the steering group were at liberty to continue on the group as private individuals if they wished to do so; and 3) the Charity is able to apply for a grant to the parish council through the usual parish council grants procedure.
MPC22.23.267	<p>Antron Hill land devolution – <i>[Cllr West] – To consider the proposal that further enquiry is made of Cornwall Council Estates to determine a timescale update for devolution of the land to Mabe Parish, and to also ask whether Cornwall Council is willing to sell the land to the parish council and for an indication of a purchase price</i></p> <p>It was noted that proposals for future use of the land include: a car park; electric car charging points; Forest for Mabe; and other uses.</p> <p>After discussion it was Resolved – to ask Cornwall Council to devolve the land at Antron Hill (as previously requested) to the parish council, noting that the land had originally been gifted to Cornwall County Council and that it is currently spare (unused) land. The request to be copied to the CC Portfolio Holder and CC Ward Member.</p>
MPC22.23.268	<p>Highways Scheme funding application 2023 <i>[Cllr West] – To consider the proposals:</i></p> <ol style="list-style-type: none"> 1. <i>The parish council submit an application to the Community Network Highways Scheme for the provision of a footpath from the recently installed road projection in Church Road to Antron Hill, allowing a continuous pavement access to the Antron Hill bus stop, which is to be improved as per the Antron Way development s.106 Agreement.</i> 2. <i>Further enquiry and application to be submitted to CC Highways for cost estimates to install 4-way traffic lights and pedestrian crossing under a joint initiative between the F&P CN Highways Scheme and the Good Growth / Levelling Up monies.</i>

	<p>Cllr Cole declared an interest in this item for the section of the discussion relating to the road which neighbours his property, and withdrew from the meeting during discussion on that section of road.</p> <p>In discussion on this item it was agreed that it would be a benefit to have a list of potential highways improvement works in order that as and when relevant scheme opportunities arose, there would be a wish list for the parish ready to be put forward.</p> <p>Resolved – that councillors would meet informally to agree a list of highways improvements needed in the parish, to report to the March meeting of the council. (Clerk not needed to attend)</p> <p>Resolved – at this point to agree that the meeting may continue beyond 9.00pm, to carry out the remainder of the business on the agenda.</p>
MPC22.23.269	Ongoing issues following the Highways Improvement works - no update.
MPC22.23.270	<p>Footpaths</p> <ol style="list-style-type: none"> i. <i>The current LMP rights of way maintenance programme</i> ii. <i>The current Enhanced LMP works</i> <p>It was noted that the works had been carried out as agreed, to the standard required.</p> <p>Actions agreed:</p> <ul style="list-style-type: none"> - to submit the claim to Cormac for the enhanced LMP works carried out - to request Cormac to advise if there is any money left in the enhanced LMP fund for the parish, and if so, how much and in what time period must it be spent.
MPC22.23.271	<p>PA18/04092 – Land off Antron Way – proposed residential development of 27 dwellings including access – <i>to consider the parish council's view on concerns raised by a local resident on planning conditions and the granting of a streetworks licence</i></p> <p>Cllr West declared an interest in this item, as a neighbour of the development site, and withdrew from the meeting during consideration of this item.</p> <p>With regard to a question about condition 4 of the planning permission, a document from the Cornwall Council Planning Portal confirmed that the temporary access was for excavation works to be carried out, prior to the start of development.</p> <p>Resolved – that the streetworks licence question is not a matter for the parish council as local councils are not consulted on streetworks licences, and having reviewed the planning documents the council can see no reason to seek enforcement action, and so no action to be taken on this item.</p>
MPC22.23.272	<p>Celebrate footpath improvements / beating of the bounds</p> <p>Cllr Simmons reported that plans were starting to be developed and that more information was awaited. There will be mention of the plans in the next edition of Mabe Matters. Noted.</p>
MPC22.23.273	Training for Councillors - none notified.

MPC22.23.274	<p>Street naming</p> <p>Members considered the report circulated prior to the meeting, regarding street naming for the new housing development off Antron Way.</p> <p>The developers preferred name, Atlantic View, was questioned as it was not sure if the Atlantic could be viewed from the development. An alternative was suggested, in recognition of the work for the village of Norma Sanders.</p> <p>Resolved – that the parish council’s preferred name for the development is ‘Sanders Way’, Address Management Team at Cornwall Council to be advised.</p>																																							
MPC22.23.275	<p>Schedule of payments - To approve payments as set out in the payments schedule</p> <table border="1" data-bbox="403 622 1428 1608"> <thead> <tr> <th data-bbox="403 622 730 712">Payee</th> <th data-bbox="730 622 1161 712">Purpose</th> <th data-bbox="1161 622 1428 712">Amount payable (including VAT)</th> </tr> </thead> <tbody> <tr> <td colspan="3" data-bbox="403 712 1428 763"><i>Payments for online banking payment</i></td> </tr> <tr> <td data-bbox="403 763 730 891">Greens Grounds & Trees</td> <td data-bbox="730 763 1161 891">Enhanced LMP works – signs/waymarkers and finger posts installed</td> <td data-bbox="1161 763 1428 891">£2,840.18</td> </tr> <tr> <td data-bbox="403 891 730 981">Michael Bailey, Roofing Contractors</td> <td data-bbox="730 891 1161 981">Repairs to the bus shelter roof, Treliever Road</td> <td data-bbox="1161 891 1428 981">£6,567.60</td> </tr> <tr> <td data-bbox="403 981 730 1070">T Kingsley</td> <td data-bbox="730 981 1161 1070">Refund of expenses – Mabe Emergency Group</td> <td data-bbox="1161 981 1428 1070">£25.31</td> </tr> <tr> <td data-bbox="403 1070 730 1160">Purple Cloud (formerly Cornwall IT Ltd)</td> <td data-bbox="730 1070 1161 1160">Email support and Microsoft business – Oct. Inv 3722</td> <td data-bbox="1161 1070 1428 1160">£138.00</td> </tr> <tr> <td data-bbox="403 1160 730 1249">Cornwall ALC Ltd</td> <td data-bbox="730 1160 1161 1249">Bespoke Code of Conduct training 26/1/23</td> <td data-bbox="1161 1160 1428 1249">£210.00</td> </tr> <tr> <td data-bbox="403 1249 730 1294">L Dowe</td> <td data-bbox="730 1249 1161 1294">Clerk’s salary (Jan)</td> <td data-bbox="1161 1249 1428 1294">£407.40</td> </tr> <tr> <td data-bbox="403 1294 730 1339">L Dowe</td> <td data-bbox="730 1294 1161 1339">Clerk’s expenses (Jan)</td> <td data-bbox="1161 1294 1428 1339">£105.00</td> </tr> <tr> <td data-bbox="403 1339 730 1406">HMRC</td> <td data-bbox="730 1339 1161 1406">PAYE tax and NI (Month 11)</td> <td data-bbox="1161 1339 1428 1406">£101.80</td> </tr> <tr> <td colspan="3" data-bbox="403 1406 1428 1458"><i>Direct Debit payments:</i></td> </tr> <tr> <td data-bbox="403 1458 730 1547">EE</td> <td data-bbox="730 1458 1161 1547">Jan ’22 mobile phone contract (DD on 6/2/23)</td> <td data-bbox="1161 1458 1428 1547">£11.57</td> </tr> <tr> <td data-bbox="403 1547 730 1608">Vodafone</td> <td data-bbox="730 1547 1161 1608">Feb – wifi hub (DD on 15 Feb)</td> <td data-bbox="1161 1547 1428 1608">£11.00</td> </tr> </tbody> </table>	Payee	Purpose	Amount payable (including VAT)	<i>Payments for online banking payment</i>			Greens Grounds & Trees	Enhanced LMP works – signs/waymarkers and finger posts installed	£2,840.18	Michael Bailey, Roofing Contractors	Repairs to the bus shelter roof, Treliever Road	£6,567.60	T Kingsley	Refund of expenses – Mabe Emergency Group	£25.31	Purple Cloud (formerly Cornwall IT Ltd)	Email support and Microsoft business – Oct. Inv 3722	£138.00	Cornwall ALC Ltd	Bespoke Code of Conduct training 26/1/23	£210.00	L Dowe	Clerk’s salary (Jan)	£407.40	L Dowe	Clerk’s expenses (Jan)	£105.00	HMRC	PAYE tax and NI (Month 11)	£101.80	<i>Direct Debit payments:</i>			EE	Jan ’22 mobile phone contract (DD on 6/2/23)	£11.57	Vodafone	Feb – wifi hub (DD on 15 Feb)	£11.00
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MPC22.23.276	Finance report and bank reconciliation – to follow.																																							
MPC22.23.277	<p>Migrating to new parish council email addresses</p> <p>It was noted that two remaining councillors now need to change to the new parish council email addresses.</p>																																							
MPC22.23.278	Climate Group – regular update - no update.																																							
MPC22.23.279	<p>University Update - an online meeting had been held, the university have been advised of the ongoing and escalating issues with parking at Kingston Way and have been asked to take remedial action.</p>																																							

<p>MPC22.23.280</p>	<p>Correspondence</p> <p>i) Antron Way – email from a resident raising concerns at breach of planning condition, award of streetworks licence, and asking for a parish council opinion as to whether the fencing is appropriate and compliant with the statutory regulations</p> <p>Cllr West declared an interest in this item as the relative of the writer of the correspondence, and withdrew from the meeting during consideration of this item.</p> <p>Resolved – to send a response to advise of the decision arrived at earlier in the meeting (Minute 271).</p> <p>ii) Tamar Toll Action Group – letter seeking support for calls to abolish the tolls for the Tamar crossings Noted.</p>	
<p>MPC22.23.281</p>	<p>Agenda items for a future meeting</p> <p>i) Any matters deferred from, or raised at this meeting</p> <p>ii) Support for the Parish Church [Cllr Cole] (March meeting)</p> <p>iii) List of Highways improvements to be requested</p> <p>iv) MEG funds – to consider granting to the local food bank</p> <p>v) Submission of a planning application to trim the trees in the Memorial Garden</p> <p>vi) The Bier – ideas on where it should be stored and to what use it may be put.</p>	
<p>MPC22.23.282</p>	<p>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</p>	
<p>MPC22.23.283</p>	<p>Report on the Clerk’s annual appraisal</p> <p>The Clerk declared an interest in this item, as the subject of the appraisal, and withdrew from the meeting for the duration of this item.</p> <p>Members of the Employment Committee gave an update on the Clerk’s annual appraisal, which was noted.</p>	
<p>MPC22.23.284</p>	<p>Review of salary – Clerk/RFO post</p> <p>The clerk declared an interest in this item, as the salary review would directly affect her, and withdrew from the meeting for the duration of this item.</p> <p>The Employment Committee reported on the review of the salary of the Clerk/RFO post.</p> <p>Resolved – that as from 1 April 2023 the Clerk’s salary will be paid at SCP18 - 23 of the nationally agreed salary banding for Clerks, being the points below the LC2 substantive range, and the current postholder to be paid at SCP23, having taken into account their qualifications, performance and experience.</p>	
	<p>Meeting closed: 9.47 pm</p>	<p>Signed by Chair:</p>