

Mabe Parish Council

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Minutes – 20 January 2022

Minutes of the meeting of Mabe Parish Council on Thursday 20 January 2022 at 7.00pm, Mabe WI Hall, Antron Hill, Mabe

Councillors present: Councillors: M Wilkinson (Chairman), P Tisdale (Vice-Chairman), B Galke, P Simmons, Terry Tindle, K West, A Wills

Cornwall Councillor in attendance: apologies received from C.Cllr Bastin.

Officer in attendance: Clerk to the Parish Council

Minute no:	Agenda Items
MPC21.22.206	<p>Apologies for absence - Including considering extending the waiver for Cllr Thomas.</p> <p>Apologies for absence were received from Cllrs R Phillips, A Thomas</p> <p>Proposed, Seconded and Resolved – to extend the waiver for attendance at meetings of Cllr Thomas for a further three month period.</p>
MPC21.22.207	<p>Members' Declarations</p> <p>Cllr Wilkinson declared an interest in this agenda item 213(c) (PA21/12771) as this application site faces her property, and withdrew from the meeting during its consideration.</p>
MPC21.22.208	<p>To approve written requests for dispensation – None</p>
MPC21.22.209	<p>Cornwall Councillor report</p> <p>Cllr Bastin had sent his apologies due to meeting dates clashing with other local councils within his Ward.</p> <p>Cllr Bastin had provided a written update prior to the meeting:</p> <ol style="list-style-type: none"> 1) <i>Cornwall Council has declared a Critical Incident status for Adult Social Care --Bottom line demand is outstripping supply. RCHT have had several CI's over the past months where they for several reasons have not been able to staff the service. This has now cascaded to the community. Extra powers are now available to help until things return to normal.</i> 2) <i>Parish Clerks are now being offered access to 'Casework Assist' this gives rapid access to departments in CC to help with issues that may arise. Teams training -- 25th Jan. 26th Jan or 3rd Feb Sign up via -- customerstandards@cornwall.gov.uk</i> 3) <i>20 is plenty is moving forward . Info available at 20mph speed limit page on Cornwall Councils website.</i> 4) <i>thoughts on the network highways scheme to be submitted to C.Cllr Bastin or the Community Network Manager by 28 February.</i> <p>The dates of meetings had been changed to the third Thursday in the month to try to accommodate C.Cllr Bastin's attendance at meetings. In view of a clash with two other parish councils, it was</p> <p>Proposed, Seconded and Resolved – that the council will revert to meeting on the second Thursday in the month, from February 2022 onwards.</p>

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MPC21.22.210	<p>Public Speaking</p> <p>A speaker from Bloomin Mabe:</p> <ul style="list-style-type: none"> - Land behind the bus shelter – Bloomin Mabe volunteer and Cllr Wills will knock on doors and seek views of neighbouring property owners, to report back to the council in February (parish council to pay for the works) - There are apple trees left over from the latest round of grafting, agreed to plant in the Spargo Court amenity area, once the parish council has gained permission from CC for planting (by March if possible) - The parish Landmark Tree is being held, but to be planted by March if possible - Happy to plant on Church Road if the parish council wants this - The volunteer who had made the planters is willing to use some of the leftover timber for a bench for the bush shelter <p>The applicant spoke in support of planning application (a) on the agenda.</p>
MPC21.22.211	<p><u>Minutes of meeting of the council held on 16 December 2021</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>
MPC21.22.212	<p>Clerk's update report</p> <p>The written report was noted, and the following matters were also noted:</p> <ul style="list-style-type: none"> - The phone box had been added to the council's insurance cover - Clerk to ask CC when the road scheme will start - Work is being carried out on the design for the Memorial Garden sign, and quotes for the sign to be sought by Cllr Coles - Roof works – Cllr West to update at a future meeting - Cllr Tisdale had moved forward with the SpeedWatch scheme, having taken the exam and interview with Falmouth police. If successful at this stage, then other volunteers can be recruited to the scheme.
MPC21.22.213	<p>Planning Applications</p>
	<p>a) PA21/12025 – Mellanear, Antron Hill, Mabe Burnthouse TR10 9HG – Proposed first floor and roof extension, addition of habitable first floor accommodation</p> <p>Proposed, Seconded and Resolved – that the application is supported provided that there are conditions to reduce effects of overlooking on neighbouring properties (windows on the south side to have obscure glass, raised patio to have obscure glazed panel); and also for the cladding to be of a natural material and in keeping with neighbouring properties, in line with the emerging Mabe NDP Design Guide.</p>
	<p>b) PA21/11800 – Trevenna, Church Road, Mabe Burnthouse TR10 9HW – Rear ground floor extension to replace conservatory with the addition of rear first floor terrace.</p> <p>Proposed, Seconded and Resolved – that the application is supported.</p>
	<p>c) PA21/12771 – 5 Rosswithian Barns, Rose Valley, Mabe Burnthouse TR10 9JF –</p>

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	<p>Double storey side extension with glass link</p> <p>Cllr Wilkinson declared an interest in this item as this application site faces her property, and withdrew from the meeting during its consideration.</p> <p>Proposed, Seconded and Resolved – that the application is supported.</p>
	<p>d) PA20/08853 – Anneth Lowen, Trenoweth Lane, Mabe Burnthouse, Penryn – Change of use for two shepherd huts and one tepee tent to be used as holiday lets.</p> <p>Proposed, Seconded and Resolved – that the original comments of the parish council will be re-sent, along with additional comments:</p> <ul style="list-style-type: none"> - Concern at safety at the junction of the minor access road onto Antron Hill (poor visibility in both directions) - Public transport claims in the appeal application are unrealistic at this location, local knowledge of the public transport system has arrived at this view - The application is contrary to the emerging Mabe Neighbourhood Development Plan (mabendp.com) as it is outside the development boundary and the draft plan sets out the intention for new development to be primary residence only.
	<p>e) PA21/12306 – Bibury, Church Road, Mabe Burnthouse TR10 9HN – Proposed first floor extension and general alterations.</p> <p>Proposed, Seconded and Resolved – that the application is supported provided that there is a condition that cladding be of natural materials and in keeping with neighbouring properties, and to be a single unit development for primary residence only, in line with the draft Mabe Neighbourhood Plan.</p>
	<p>f) PA21/10832 – Primrose Cottage, Antron Lane, Mabe Burnthouse, Penryn – Remove existing Chinese slate and replace with CUPA H12 Prime Slate</p> <p>Proposed, Seconded and Resolved – that the application is supported provided that Listed Building Consent is granted.</p>
	<p>g) PA21/10833 – Primrose Cottage, Antron Lane, Mabe Burnthouse, Penryn – Listed Building Consent to remove existing Chinese slate and replace with CUPA H12 Prime Slate.</p> <p>Proposed, Seconded and Resolved – that the application is supported.</p>
	<p>h) PA22/00293 – Skyber Goth, Halvasso, Penryn TR10 9BY – Proposed first floor extension to existing barn conversion</p> <p>Proposed, Seconded and Resolved – that the application is supported provided that there is a condition for this to be a single unit development and for primary residence only in line with the draft Mabe Neighbourhood Plan.</p>
MPC21.22.214	<p>Mabe Neighbourhood Plan</p> <p>Cllr West had provided a written update prior to the meeting, setting out details of the current consultation process, the steps to be taken to bring the plan forward for examination and referendum, and the relative weighting that will start to be applied to NDP policies from the consultation period onwards.</p>

	<p>It was noted that there had been a steady stream of attendees at the consultation day at the MYCP.</p> <p>The display boards will be on display at the February parish councillor surgery, and at the February council meeting.</p> <p>Agreed - NDP to be an agenda item for the February council meeting.</p>
MPC21.22.215	<p>Play Equipment inspection – December 2021</p> <p><i>To consider the monthly inspection report and approve maintenance work recommended, if necessary.</i></p> <p>It was noted that the MYCP had raised repair works, needed to be carried out by the parish council before gifting the play equipment to the MYCP.</p> <p>Proposed, Seconded and Resolved – that it is delegated to the Clerk, in consultation with the Chairman and Vice-Chairman, to agree the works on the wood support and rope of the basket swing, and the installation of steps to the bench, when the quote for works is received.</p> <p>Repair to wood support and rope (basket swing) to be paid from the budget and reclaimed, if possible, from the council’s insurers.</p> <p>Steps for the bench, to be funded from the s.106 fund, ReGreen Mabe.</p>
MPC21.22.216	<p>Footpaths – Enhanced LMP Works</p> <p><i>To consider the quote for works received, and to agree the next steps in this project.</i></p> <p>It was noted that the delay in moving this project forward was due to delays in receiving a quote for the works from the council’s approved contractor.</p> <p>Proposed, Seconded and Resolved – that quotes for the works be sought from at least three contractors (including Cormac), to enable comparison of costs, and to move this work forward.</p> <p>It was noted that the enhanced LMP expenditure may be reclaimed from Cornwall Council in two phases.</p>
MPC21.22.217	<p>Footpath enforcement issues</p> <p>Cllr Simmons reported that the footpaths enforcement officer at Cornwall Council had updated, there had been higher priority work but it was hoped to meet colleagues and carry out the enforcement action needed in the near future.</p> <p>Agreed that Cllr Simmons will email and offer support from the parish council, for example if it would help for the parish council to ask the CC ward member to prioritise the works in Mabe.</p>
MPC21.22.218	<p>Advertising the footpaths contract for 2022, with a 3 year option</p> <p>A draft specification for works had been circulated prior to the meeting.</p> <p>It was noted that the way that the paths will be cut in 2022 will be different to previous years, with the new cutting schedule.</p> <p>Proposed, Seconded and Resolved – that the wording of the specification of works is approved, in readiness to advertise the contract when the LMP maps are received.</p>

MPC21.22.219	<p>Platinum Jubilee Update</p> <p>Cllr Wills updates on plans:</p> <ul style="list-style-type: none"> - Prices to be sought for a beacon - Cllr Wills / Jubilee (community) committee to: <ul style="list-style-type: none"> o Contact blacksmith for a quote for the beacon o Contact the landowner for permission, for the beacon o Run a competition in the village, to find someone to light the beacon o Find people for the recommended core elements of the beacon celebration (piper, bugler, choir, etc) o Organise a Big Lunch on the Sunday. - It was noted that most of the arrangements will be made by community volunteers and that the parish council had agreed £500 to mark the Jubilee.
MPC21.22.220	<p>Councillor Surgeries – Risk Assessment</p> <p>Members considered the document circulated prior to the meeting, and</p> <p>Proposed, Seconded and Resolved – that the risk assessment and guidance for the holding of parish councillor surgeries for Mabe parish, be approved.</p> <p>The clerk to confirm the hall booking.</p>
MPC21.22.221	<p>Clearing the land behind the bus shelter, Treliever Road</p> <p>A recommendation on the works to the trees will be brought to the February meeting of the council.</p>
MPC21.22.222	<p>Review of S.106 funded projects</p> <p>The clerk reported that a claim for the latest round of expenditure had been submitted to Cornwall Council.</p> <p>The MYCP had asked the school for a meeting to discuss the potential new benches/tables for the recreation field.</p> <p>Cllr Wilkinson to seek quotes for bark for the path in the Memorial Garden. Noted</p>
MPC21.22.223	<p>Landmark Tree Planting [Cllr Wills]</p> <p><i>To agree arrangements for planting the Landmark Tree given to the parish under the Cornwall Council scheme.</i></p> <p>Cornwall Council have been asked to advise on how to go about getting permission to plant the tree in the open area at Summerheath.</p> <p>It was suggested that the tree be dedicated to the Six Men of Mabe, with a sign similar to the larger sign to be located at the Memorial Garden. Ongoing</p>
MPC21.22.224	<p>2021 grant to St Laudus Church</p> <p><i>To consider the request that the unspent £95.64 of the grant previously approved, be carried forward to be used for graveyard maintenance costs incurred in 2022.</i></p> <p>Proposed, Seconded and Resolved – that the unspent £95.64 can be carried forward for use for graveyard maintenance costs incurred in 2022.</p>

MPC21.22.225	<p>Proposed gifting of play equipment to the Mabe Youth & Community Project</p> <p>It was noted that earlier in the meeting it had been agreed to commission the repair works needed before MYCP accepts the gifting of the play equipment.</p> <p>Proposed, Seconded and Resolved – that these to be the full extent of repairs to be carried out before the gifting of the play equipment to the MYCP.</p>																																				
MPC21.22.226	<p>Climate Group – regular update <i>To receive a monthly update from the Climate Group</i></p> <p>Cllr Simmons reported: working group met yesterday; discussed thoughts on how to encourage Dark Skies in Mabe; articles to be included in Mabe Matters; Community Energy Plus.</p> <p>Agreed Cllr Simmons to put together a plan for how best to approach a Dark Skies initiative in Mabe, to put to a future council meeting for decision.</p>																																				
MPC21.22.227	<p>University Update <i>To receive a monthly update from the University</i></p> <p>Noted that there will be a university meeting next week.</p>																																				
MPC21.22.228	<p>Schedule of payments</p> <p>Proposed, Seconded and Resolved - to approve payments as set out in the payments schedule.</p> <table border="1" data-bbox="381 952 1390 1744"> <thead> <tr> <th data-bbox="381 952 716 1048">Payee</th> <th data-bbox="716 952 1198 1048">Purpose</th> <th data-bbox="1198 952 1390 1048">Amount (inc VAT)</th> </tr> </thead> <tbody> <tr> <td colspan="3" data-bbox="381 1048 1390 1104"><i>Payments by online banking</i></td> </tr> <tr> <td data-bbox="381 1104 716 1178">Southwest Playground Inspections</td> <td data-bbox="716 1104 1198 1178">December 2021 inspection, play equipment at MYCP</td> <td data-bbox="1198 1104 1390 1178">£30.00</td> </tr> <tr> <td data-bbox="381 1178 716 1214">Paul Webber</td> <td data-bbox="716 1178 1198 1214">NDP planning consultant (December)</td> <td data-bbox="1198 1178 1390 1214">£325.00</td> </tr> <tr> <td data-bbox="381 1214 716 1288">Duchy Defibrilators</td> <td data-bbox="716 1214 1198 1288">Annual maintenance – Defib – shop JN371</td> <td data-bbox="1198 1214 1390 1288">£228.00</td> </tr> <tr> <td data-bbox="381 1288 716 1361">Duchy Defibrilators</td> <td data-bbox="716 1288 1198 1361">Annual maintenance – Defib – pub JN372</td> <td data-bbox="1198 1288 1390 1361">£228.00</td> </tr> <tr> <td data-bbox="381 1361 716 1435">L Dowe</td> <td data-bbox="716 1361 1198 1435">Clerk’s salary (December) (note 1)</td> <td data-bbox="1198 1361 1390 1435">£369.00</td> </tr> <tr> <td data-bbox="381 1435 716 1471">L Dowe</td> <td data-bbox="716 1435 1198 1471">Clerk’s expenses (December) (note 2)</td> <td data-bbox="1198 1435 1390 1471">£40.39</td> </tr> <tr> <td data-bbox="381 1471 716 1507">HMRC</td> <td data-bbox="716 1471 1198 1507">PAYE tax and NI (Month 9) (Note 3)</td> <td data-bbox="1198 1471 1390 1507">£92.20</td> </tr> <tr> <td data-bbox="381 1507 716 1617">Mark Smith</td> <td data-bbox="716 1507 1198 1617">Expenses – NDP consultation event 15 January Printing (£110), refreshments & stationery (£15.46)</td> <td data-bbox="1198 1507 1390 1617">£125.46</td> </tr> <tr> <td colspan="3" data-bbox="381 1617 1390 1673"><i>Direct debit payments</i></td> </tr> <tr> <td data-bbox="381 1673 716 1744">EE</td> <td data-bbox="716 1673 1198 1744">Dec ’21 mobile phone contract (DD on 6/1/22)</td> <td data-bbox="1198 1673 1390 1744">£10.58</td> </tr> </tbody> </table>	Payee	Purpose	Amount (inc VAT)	<i>Payments by online banking</i>			Southwest Playground Inspections	December 2021 inspection, play equipment at MYCP	£30.00	Paul Webber	NDP planning consultant (December)	£325.00	Duchy Defibrilators	Annual maintenance – Defib – shop JN371	£228.00	Duchy Defibrilators	Annual maintenance – Defib – pub JN372	£228.00	L Dowe	Clerk’s salary (December) (note 1)	£369.00	L Dowe	Clerk’s expenses (December) (note 2)	£40.39	HMRC	PAYE tax and NI (Month 9) (Note 3)	£92.20	Mark Smith	Expenses – NDP consultation event 15 January Printing (£110), refreshments & stationery (£15.46)	£125.46	<i>Direct debit payments</i>			EE	Dec ’21 mobile phone contract (DD on 6/1/22)	£10.58
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MPC21.22.229	<p>Finance report and bank reconciliation</p> <p>Proposed, Seconded and Resolved – to approve the budget monitoring report and monthly bank reconciliation</p>																																				
MPC21.22.230	<p>Review of Emergency Scheme of Delegation</p> <p><i>To review whether to extend the Emergency Scheme of Delegation for a further period of time</i></p>																																				

	Proposed, Seconded and Resolved – that the revised wording for the Emergency Scheme of Delegation (as drafted by CALC), with the clerk to consult with Chairman and Vice-Chairman, be adopted by this council, and for the maximum expenditure to be approved under the Emergency Scheme of Delegation to be £5,000.
MPC21.22.231	<p>Mobile WiFi for parish council meetings</p> <p>Members considered the report on options for a subscription package for WiFi for parish council meetings.</p> <p>Proposed Seconded and Resolved – that the council will purchase a 12 month subscription with Vodafone for a 4GB Hub, to be used at council meetings at the WI Hall.</p>
MPC21.22.232	<p>Correspondence</p> <p>Cllr Wilkinson reported that C.Cllr Williams had suggested that the parish council lobby Cornwall Council for a swift decision on the Penrose planning application. This was discussed, with agreement that no action be taken at this time.</p>
MPC21.22.231	<p>Agenda items for a future meeting</p> <ul style="list-style-type: none"> i. Application to Cornwall Council for devolution of open space land to the parish council ii. Clean Cornwall / project to tackle litter – <i>to consider taking on the project and grant funding, from the local community volunteer willing to hand the project over</i> iii. A bench for the bus shelter – <i>to consider providing a bench for the bus shelter</i> iv. Future use of phone box – <i>to consider future uses, following adoption of the phone box, Antron Hill</i> v. Update – cllr surgeries [Cllrs Wilkinson and Simmons] vi. Dark Skies [Cllr Simmons] vii. Mabe Matters funding [Cllr Simmons]
MPC21.22.232	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
MPC21.22.233	<p>Provision of IT support, Microsoft 365 licences and council email accounts</p> <p><i>Cllrs discussion on this topic included noting that there needed to be decisions on what system would be used, who would provide it, and whether to purchase devices for councillors.</i></p> <p>Agreed – that Alchemy be asked to quote for devices with a lower specification than have been quoted for, with their advice to be sought on what the council would lose out on, if purchase the lower specification devices. To inform a future decision.</p>
MPC21.22.234	<p>Replacement of the Bier House roof, and further works needed to the bus shelter roof</p> <p><i>Deferred to a future meeting.</i></p>

MPC21.22.235	<p>Contract for work to clear the land behind the bus shelter, Treliiever Road <i>Deferred to a future meeting.</i></p>	
	<p><u>Meeting closed: 10.02 pm</u></p>	<p><u>Signed by Chairman:</u></p>