

Mabe Parish Council

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Minutes – 9 July 2021

Minutes of the meeting of Mabe Parish Council held at 7.00pm on Friday 9 July 2021 at the Mabe Youth and Community Project Hall.

Councillors present: Councillors: M Wilkinson (Chairman), C Cole, B Galke, R Phillips, P Simmons, Terry Tindle, K West and A Wills.

Cornwall Councillor in attendance: Ward Member, Cllr John Bastin

Public in attendance: 3 members of the public, initially, until co-opted as Councillors.

Officer in attendance: Parish Clerk

Minute no:	Agenda Items
	Chairman's Announcements - The Chairman welcomed all present to the meeting.
MPC21.22.25	Apologies for absence – were received from Cllr Tisdale.
MPC21.22.26	Members' Declarations of Interest Cllr Wilkinson declared an interest in Minute MPC21.22.38(i) as a landowner of land with a public footpath crossing it. Cllr Phillips declared an interest in Minute MPC21.22.44 as a member of the MYCP Management Committee, and withdrew from the meeting during consideration of this item.
MPC21.22.27	To approve written requests for dispensation –none
MPC21.22.28	Cornwall Councillor report C.Cllr Bastin reported that: - he appreciated the parish council moving meeting dates to enable his attendance, noting commitments to other councils also - covid-19 cases are starting to climb again, and so a vaccination van (walk-in centre) will be brought to Falmouth. Tremough had a pop-up vaccination facility, low uptake, but will try again in September. It was noted that the Delta variant is proving to be highly transmissible. Cornwall Council remain vigilant - homelessness is an issue, with evictions increasing as property prices rise. Temporary housing pods will be located in Penryn. - Gweal Darras, it was noted that Coastline had proposed to sell a property which was considered sub-standard. Cllr Bastin had written to Coastline to call on them to retain the property. Issues identified: no annual property checks, and not using local

	<p>builders. No response to date.</p> <ul style="list-style-type: none"> - Parliamentary boundaries are about to change. Cllr Bastin will forward information to the clerk. The Mabe parish is proposed to become part of the Truro parliamentary boundary. Representations may be made before the end of August. - The Chairman's charity for the year is the Cornwall Wildlife Trust. Cllr Bastin is intending to purchase seeds (using Cornwall Council funds) for the local area. - Cllr Bastin has received a couple of complaints, concerns at speeding in Cunningham Park, near the school. This was not an issue that parish councillors were aware of. - explained that as Chairman of the Climate Change Group, he will be encouraging liaison with the parishes. - Cllr Bastin is a member of West Planning, Strategic Planning, and Chairman of Adult Health and Social Care Overview and Scrutiny Committee (current focus of that committee being bringing together health and social care into a single service). - Cllr Philips questioned why the property proposed for sale at Gweal Darras had recently had a new roof and windows. It was noted that there continues to be a s.106 condition on the property relating local use. <p>Agreed – that if Cllr Bastin forwards relevant contact details to the clerk, the concerns of the parish council can be sent to Coastline again, and incorporating the additional concerns raised at this meeting.</p>
MPC21.22.29	Public Speaking – None
MPC21.22.30	<p><u>Minutes of meeting of the council held on 24 May 2021</u></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 Chairman as a true and accurate record of the meeting.</p> <p><u>Delegated decisions – 18 June 2021</u></p> <ul style="list-style-type: none"> - <u>Planning application</u> - <u>Payment schedule</u> <p>Resolved – that the delegated decisions of 18 June 2021 be noted and ratified.</p>
MPC21.22.31	<p>Co-option of Councillors (three vacancies to fill)</p> <p>To consider applications received, interview candidates, and to decide on co-options to the council. Applications received to date from: Beate Galke; Chris Cole; Amanda Wills, Max Woodrow.</p> <p>Those candidates present introduced themselves to the council and answered Members' questions.</p> <p>Resolved – to co-opt Chris Coles, Beate Galke and Amanda Wills as co-opted members of the parish council.</p>
MPC21.22.32	<p>Clerk's update report</p> <p>Members noted the report circulated prior to the meeting.</p>

MPC21.22.33	Planning Applications
	None
	PARISH ISSUES
MPC21.22.34	<p>Mabe Neighbourhood Plan [Cllr West/Wilkinson]</p> <p>Cllr West reported that work on the plan continues and that he would be meeting with the neighbourhood plan consultant on Monday. The Design Code had been revised, there were still photo's to be inserted, and some typo's to be corrected. Any remaining comments to be sent through as soon as possible.</p> <p>Cllrs West and Wilkinson had held a meeting with Cornwall Council officers and had requested for the parish to receive two fields next to Marshes, for community use. This would be discussed further at a meeting on the 22nd July.</p> <p>By the end of this month, the Design Code should be ready for publication for comment.</p>
MPC21.22.35	<p>Mabe Emergency Group [Cllr Wilkinson]</p> <p>Over the past month MEG had provided direct support to two families. The effects of the pandemic and lockdowns continues to have an impact.</p>
MPC21.22.36	<p>Play Equipment inspection – May 2021</p> <p>Noted, no action needed.</p>
MPC21.22.37	<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>It was reported that planters were in place at Antron Way, and will be at the bus stop later in the week. Thanks were expressed to Bloomin Mabe.</p> <p>Plans for a path for the Memorial Garden needed to be re-started. Cllr Wills to discuss with former parish councillor, T Kingsley. Cllr Wilkinson undertook to arrange a meeting with a rep from the university, Bloomin Mabe, MYCP and Bob Sanders, to arrange the siting of benches.</p> <p>Benches:</p> <ul style="list-style-type: none"> - 2 have been delivered, to be installed at MYCP play area (1 at the top by the entrance, and the other in the far corner). - 2 from MYCP storage due to be moved from MYCP to the Memorial Garden, to be installed by Robert Sanders - Plans for further benches: - Green area at Summerheath, where the trees are. Land owned by: Cornwall Council. Location 9 or 10 on the NDP. Agreed – first step, ask CC for permission. - 2 benches to be ordered for the school field, T Kingsley to be asked about design and location, in view of previous discussions with the school / MYCP <p>Cllr Bastin was requested to ask the s.106 officers to see if it could be possible for the s.106 spend deadline to be extended, pending the Antron Hill traffic improvements.</p>
MPC21.22.38	Footpaths:

	<p><i>i. LMP footpath cutting [Cllr Simmons]</i></p> <p>Last week the footpaths working group visited footpaths in the parish. This year the gold paths are being cut twice and the silver paths once. Cllr Simmons had enquired and advised that it would cost £2,800 for all the paths to be cut three times per annum. There was a headland path which was so overgrown that it could not be recognised as a path. In view of the work put into the footpaths leaflet, and to help encourage health and wellbeing in the parish, it was suggested that three cuts per annum would encourage continuing use of the local paths.</p> <p>Cllr Wilkinson declared an interest as a landowner of land with a footpath crossing it.</p> <p>During discussion, it was considered whether the timing of the cuts could include working around environmental considerations, such as nesting birds, and flowering seasons.</p> <p>Resolved - that the parish council commits to cutting the all the LMP footpaths and stiles, 3 cuts per annum from next year. For this year, the allocation of £2,500 to cover the cost of 2 cuts of all footpaths plus winter work. Winter work to be agreed by the footpaths working group.</p> <p><i>ii. Enhanced LMP Works [Footpaths Working Group]</i></p> <p>For the enhanced LMP works, there is capacity for more work (quote at around £7,000 so far. Ideas for more work:</p> <ul style="list-style-type: none"> - Bridlepath at Goodygrane, granite chippings needed <p>Agreed - Any suggestions to be sent to the Clerk, and then a zoom meeting with footpaths working group will be held to agree what works to add.</p>
MPC21.22.39	<p>Weed spraying 2021</p> <p><i>To agree the specification for a weed spraying contract for the current year.</i></p> <p>Cllr Simmons has requested information from other parishes, without use of glyphosate. There are a range of other (non-chemical) options that can be considered. The Facilities Manager at Bude Stratton parish council offers a non-chemical weed killer service and can offer health and safety reviews etc.</p> <p>Resolved – that the weed spraying specification will be reworded to specify that the weed treatment is to be non-chemical. Quotes to be sought from Cormac and from at least two other contractors who provide a non-chemical weed treatment service. To be considered at the September meeting of the council, for weed treatment in 2022.</p>
MPC21.22.40	<p>Twenty is Plenty signage for roads in the parish [Cllrs Wilkinson and Simmons]</p> <p><i>To consider requesting Highways-approved signage</i></p> <p>It was noted that the signs recently erected in Halvasso had been removed as they were not official signs. It was noted that traffic on the road at Halvasso was increasing and with increasing speeds. Cllr Gaulke had contacted Cornwall Council to request speed calming but Highways had advised that it was not needed. Concerns at risks to local residents, and businesses were being affected with loss of custom due to traffic.</p> <p>It was noted that Twenty is Plenty is a growing movement nationally, and that there</p>

	<p>was a commitment from Cornwall Council to bringing in this signage across Cornwall.</p> <p>Resolved –</p> <ul style="list-style-type: none"> i) our council supports the 20mph as the standard traffic speed through settlements, ie it supports the Twenty is Plenty campaign ii) to advise Viv Bidgood that the parish council has adopted this position and for the Chairman to request to meet with him to discuss how to install Twenty is Plenty signage in the parish.
MPC21.22.41	<p>Marking community events in 2021 [Cllr Wilkinson]</p> <p><i>To consider a working group for the (new) annual Shindig, and for celebrating 100 years of the Mabe WI. MYCP will be celebrating an anniversary year.</i></p> <p>Noted for suggestions from Councillors. Dates of events can be circulated by the clerk, when received.</p>
MPC21.22.42	<p>Queen’s Platinum Jubilee 2022 [Cllr Wilkinson]</p> <p><i>To consider how Mabe parish may celebrate this occasion.</i></p> <p>As for MPC21.22.41 above.</p>
MPC21.22.43	<p>Monthly parish councillor surgeries [Cllr Simmons, Cllr Wilkinson]</p> <p>A suggestion was made that regular surgeries could be held, for example in the WI Hall in the week before each council meeting, to discuss matters on an individual basis. Each surgery should have a minimum of two councillors in attendance.</p> <p>Agreed not to proceed with this at this point in time.</p> <p>The principle of this was agreed to be a good idea, with considerations: how to get the message out to people, and the timing, in view of covid implications. Use of social media was discussed, and consideration on how to promote the parish council facebook page.</p> <p>Agreed for Cllr Wills to help develop the parish council facebook page.</p>
	PARTNERSHIP WORKING AND CONSULTATIONS
MPC21.22.44	<p>Proposed gifting of play equipment to the Mabe Youth & Community Project</p> <p><i>To agree the steps to take to transfer the play equipment to the MYCP</i></p> <p>Councillor Phillips declared an interest in this item, as a member of the MYCP Management Committee, and withdrew from the meeting during consideration of this item.</p> <p>It was noted that the MYCP Manager had advised that a decision was hoped to be made when a committee meeting could be held.</p> <p>Resolved – to contact the MYCP Manager to say that the parish council intends to hand over the play equipment in September 2021 and so to invite any discussions before that date to enable this to happen. (And re-send the March 2020 letter.)</p>
	COMMUNITY LINKS
MPC21.22.45	<p>Climate Group – regular update <i>To receive a monthly update from the Climate Group</i></p>

	Cllr Simmons advised that he would contact the previous rep, to catch up with any issues.																								
MPC21.22.46	<p>University Update <i>To receive a monthly update from the University</i></p> <p>Universities town and parish councillor induction event next Tuesday, Cllr Simmons to attend.</p>																								
	ACCOUNTS AND GOVERNANCE																								
MPC21.22.47	<p>Planning Site Visits Protocol</p> <p>Members considered the draft protocol circulated prior to the meeting.</p> <p>Resolved – that the Planning Sites Visits Protocol be approved and adopted.</p>																								
MPC21.22.48	<p>Social Media and Communications Policy</p> <p>Members considered the draft policy, circulated prior to the meeting.</p> <p>Amendment – data consent form – add ‘when necessary’</p> <p>Resolved - that the policy (as amended) be approved and adopted.</p>																								
MPC21.22.49	<p>Schedule of payments</p> <p>Resolved - that the payments set out in the schedule be approved for payment.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Payee</th> <th style="text-align: left;">Purpose</th> <th style="text-align: left;">Amount (inc VAT)</th> </tr> </thead> <tbody> <tr> <td>Southwest Playground Inspections</td> <td>June 2021 inspection, play equipment at MYCP</td> <td>£30.00</td> </tr> <tr> <td>CALC</td> <td>Finance training</td> <td>£36.00</td> </tr> <tr> <td>Booths Print</td> <td>Walks leaflets</td> <td>£130.00</td> </tr> <tr> <td>L Dowe</td> <td>Clerk’s salary (June) (note 1)</td> <td>£369.00</td> </tr> <tr> <td>L Dowe</td> <td>Clerk’s expenses (June) (note 2)</td> <td>£40.39</td> </tr> <tr> <td>HMRC</td> <td>PAYE tax and NI (Month 3) (Note 3)</td> <td>£92.20</td> </tr> <tr> <td>EE</td> <td>May ’21 mobile phone contract (DD on 6/5/21) (1.2% increase from 31 March 2021)</td> <td>£10.58</td> </tr> </tbody> </table>	Payee	Purpose	Amount (inc VAT)	Southwest Playground Inspections	June 2021 inspection, play equipment at MYCP	£30.00	CALC	Finance training	£36.00	Booths Print	Walks leaflets	£130.00	L Dowe	Clerk’s salary (June) (note 1)	£369.00	L Dowe	Clerk’s expenses (June) (note 2)	£40.39	HMRC	PAYE tax and NI (Month 3) (Note 3)	£92.20	EE	May ’21 mobile phone contract (DD on 6/5/21) (1.2% increase from 31 March 2021)	£10.58
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MPC21.22.50	<p>Finance report and bank reconciliation</p> <p>Resolved – to note the budget monitoring report and monthly bank reconciliation</p>																								
MPC21.22.51	<p>Date and Venue of next meeting</p> <p><i>To consider whether the August meeting of the council should be held on the third Thursday of the month in the WI Hall</i></p> <p>Resolved – that the next council meetings will be held:</p> <ol style="list-style-type: none"> 1) Friday 13 August at the MYCP Hall (Single item agenda – planning applications) 2) September meeting – third Thursday of the month in the WI Hall, if Government guidance and the council’s own risk assessment permits. 																								

	Agreed – to publicise via social media that the Penryn Campus planning application is out for consultation, and to encourage people to submit their views directly to Cornwall Council, online planning portal.	
MPC21.22.52	Correspondence Email from C.Cllr Barry Jordan, inviting feedback from town and parish councils, a six month survey. Agreed that Cllr West will reply in his capacity as an individual councillor.	
MPC21.22.53	Agenda items for a future meeting <ul style="list-style-type: none"> - Review of Emergency Scheme of Delegation - Review of covid-19 risk assessment and venue for council meetings - Grant applications – <i>Brownies (received), MYCP (to come)</i> 	
MPC21.22.54	Matters for decision, information excluded from the press and public	
	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>	
MPC21.22.54	Provision of IT support, Microsoft365 licences, and council email accounts <i>To consider the quotes received in response to Minute MPC187</i> Agreed – that this item be deferred for decision, pending receipt of more quotes, to enable fair comparison.	
	<u>Meeting closed 9.50 pm</u>	<u>Signed by Chairman:</u>