

Mabe Parish Council

Minutes – 9 March 2023

Minutes of the meeting of Mabe Parish Council held on Thursday 9 March 2023 at the Mabe Parish and WI Hall, Antron Hill, Mabe, commencing at 7.00pm

Councillors present: Councillors: M Wilkinson (Chair), B Galke, R Phillips, A Thomas, T Tindle, P Tisdale, K West, A Wills

Cornwall Councillor: C.Cllr Bastin

Officer support: Clerk/RFO

Minute no:	Agenda Items
	<p>Chairman’s Announcements</p> <p>The Chair reported that she would represent the parish at the St Nazaire Remembrance Service on 2 April.</p>
MPC22.23.285	<p>Apologies for absence – were received from Cllrs Simmons and Cllr Cole.</p>
MPC22.23.286	<p>Members’ Declarations of Interests</p> <p>Cllr West declared an interest in the schedule of payments for the item – reimbursement of expenses, Neighbourhood Plan.</p>
MPC22.23.287	<p>To approve written requests for dispensation – None.</p>
MPC22.23.288	<p>Cornwall Councillor report</p> <p>Cllr Bastin’s report included:</p> <p>The last of the CNP meetings to be held, and then there will be the move to Community Area Partnerships. The first steps will be the drawing up of a framework which will help determine how the locally allocated funds are spent (highways funding plus £300,000 funding).</p> <p>Community Capacity and Facilitation Fund – to put together feasibility studies for larger funding applications – could be suitable to help work up plans for devolved land.</p> <p>Armed Forces Day – a link is available through CC for a toolkit to help organise events.</p> <p>Climate Change and land use conference (19 May) to be held at Heartlands. Links to be sent to the clerk to circulate.</p> <p>There has been some movement regarding the parish council’s devolution request at County Hall.</p> <p>Cllr Bastin has asked for updates on the follow-up works to the highways improvement works.</p>
MPC22.23.289	<p>Public Speaking – None</p>

MPC22.23.290	<p><u>Minutes of meeting of the council held on 9 February 2023</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 Chair as a true and accurate record of the meeting.</p>
MPC22.23.291	<p>Clerk’s update report</p> <p>Members noted the written report circulated prior to the meeting, and raised the following points:</p> <ul style="list-style-type: none"> - The need to decided on fencing soon as this was a priority for local residents following the recent tree felling - Request for an update on timing of works for the bus shelter bench and noticeboard
MPC22.23.292	<p>Planning Applications</p>
	<p>a) <u>PA23/01370</u> – 11 Cunningham Park, Mabe Burnthouse TR10 9HB – Non-material amendment in relation to decision notice PA21/02798 dated 05/05/5021 to relocated the approved garage 1.1m east of the approved position</p> <p>Resolved – to note the amendment.</p>
	<p>b) <u>PA23/01182</u> – 11 Summerheath, Mabe Burnthouse TR10 9JT – Works to trees under a tree preservation order (TPO) – Turkey Oak – Crown lift whole tree to 4.2m, reduce lateral spread of crown by 2m on North and South side of tree</p> <p>Resolved – to support the application, provided that the County Tree Officer is in support.</p>
MPC22.23.293	<p>Mabe Neighbourhood Plan</p> <p>Cllr West has written to 120 properties and the steering group continues to finalise designations for the draft neighbourhood plan. Expecting the Inspector’s final comments for last changes to be made prior to putting to referendum. The cost of the referendum will be covered by Cornwall Council. There is no further expenditure expected. The Clerk agreed to circulate the final figures to the NDP steering group prior to the end of the grant period. Noted.</p>
MPC22.23.294	<p>Highways Scheme funding application 2023 – highways improvements needed – to consider a proposed list of highways improvements needed, based on suggestions from councillors since the February meeting</p> <p>Mabe parish had previously missed out on bidding for the highways element of the CNP highways funding and so this agenda item had been included, to work up a list of works ready for submission in future Network Highways Scheme funding bid opportunities. There is understood to be £90,000 in the current Highways Scheme budget.</p> <p>Suggestions had been sent by councillors.</p> <p>Agreed as priority for action.</p> <ol style="list-style-type: none"> 1. A safe pedestrian crossing on Antron Hill (outside the shop) 2. Halvasso reduction of speed to 30

	<p>3. Crossing/footpath to the Argal reservoir (enabling pedestrians to access the bottom of the hill safely) – to reinstate the footpath which is reported to have been put in place previously For future consideration</p> <p>4. Gweal Darras parking</p> <p>5. widening of the Trenoweth Lane onto Antron Hill</p> <p>6. Kingston Way parking, I know its private but I’m sure if and when it is handed to the Council they will do the bare minimum.</p> <p>7. A moveable solar speed monitor like the one near the Norway Inn this could be moved around the Parish to gather data to back up further Highway changes. Noted NALC guidance, but this would be on the basis of collecting evidence to help inform future traffic calming measures.</p> <p>8. Box hatching at the end of Antron Way, to make the junction safer for motorists to navigate.</p> <p>9. Additional footway in Church Road and Treliever Road, for safe movement of pedestrians around the village</p> <p>10. Four-way traffic lights for the central junction</p> <p>Agreed – seek advice from CALC on whether the parish council could purchase a VAS camera for the purposes of monitoring speeds to help inform future highways safety measures.</p> <p>Agreed – to arrange a meeting with Cllrs, Cllr Bastin and Viv Bidgood to discuss highways matters.</p>
MPC22.23.295	<p>Ongoing issues following the Highways Improvement works [Cllr Wilkinson] – to consider any updates received, and any actions that might be carried out by the parish council</p> <p>Agreed – to contact Cornwall Council again for update.</p> <p>Speedwatch – the equipment is in place and so the local Speedwatch team are nearly ready to start acting.</p> <p>Other highways matters to be raised with Viv Bidgood when a meeting is arranged.</p>
MPC22.23.296	<p>Footpaths - To consider actions needed to progress:</p> <p>i. The current LMP rights of way maintenance programme</p> <p>ii. The current Enhanced LMP works</p> <p>Noted – that the enhanced LMP funding pot is not available for further works, and so it is understood that the second phase of works will not be able to be funded at this time.</p>
MPC22.23.297	<p>Street naming – to consider again the suggested street naming for the new housing development off Antron Way</p> <p>It was reported that the previous suggestion put forward by the parish council had not been accepted by the Address Management Team. It was agreed that in view of the further advice received from Cornwall Council, the parish council would consider this matter again.</p>

	Resolved – that further suggestion to put to the Address Management Team and the developer is: Channel View.
MPC22.23.298	Support for the Parish Church Deferred to next meeting.
MPC22.23.299	Submission of a planning application to trim the trees in the Memorial Garden – to agree to submit and application, and the arborist to act on the council’s behalf Resolved – to commission Objective Tree Consultancy to submit a planning application for the necessary works identified in the recent tree inspection survey.
MPC22.23.300	The Bier – to consider where the funeral bier should be stored and to what use it may be put Cllr Wilkinson reported that a local skilled volunteer was willing to consider repairing the bier and so she would arrange for him to view the bier and assess what needs to be done. An update will be provided at the next council meeting. Meanwhile, options for locating the bier in future were considered, noting that the funeral directors may be willing to continue to house it after repair, local museums, or other options may be considered.
MPC22.23.301	Grant application – Argyll Art Trail Resolved – that if the applicants are able to set up or partner with a suitable local organisation, then the council will grant £100 to the applicant for the purpose as stated in the application.
MPC22.23.302	MEG funds to consider granting the remainder of the MEG fund to the local food bank Cllr Wilkinson reported that she had consulted with the other members of the Mabe Emergency Group and they had agreed that the remaining funds should be donated to the food bank, in recognition of the significant number of food vouchers which had been given to residents of the parish over the past 3 years. Resolved - that the remainder of the MEG funds held by the parish council be paid as grant to the Penryn Foodbank, and to highlight when donating the funds that this is a reflection of the importance of the work of the foodbank to support the Mabe parish during the covid pandemic.
MPC22.23.303	Payments to contractors for preliminary works on the Mabe Village and WI Hall grants application – to consider request for payment of invoices / grant Members considered the report, including an invoice for works by a contractor which had been commissioned by the joint steering group (parish council and hall trustee representatives) to carry out site visit, survey drawings and calculations – preparatory works for the aborted funding application. It was noted that a significant amount of work had been carried out by the steering group members and local trades on a voluntary basis, and that there had been recognition that there would be a need to cover out of pocket expenses, which is why a provision of £1,000 from reserves had been previously agreed.

	<p>There was discussion on this item, noting the anomaly that the order had been placed by a Member and not by the Clerk, due to a misunderstanding about the extent of delegation to the steering group. Members were reminded of the requirements under the council's Financial Regulations that all orders must be placed by an Officer (ie the Clerk) and not by Members.</p> <p>Resolved – that the council approves the payment of the invoice from Penpole Engineering for preparatory works for the (aborted) grant funding application.</p>																																				
MPC22.23.304	<p>Training for Councillors <i>To approve councillors training provided by CALC, cost of training and travel expenses to be covered by the council</i></p> <p>Cllr West stepped down from the procurement training previously agreed.</p> <p>The Chair reminded all Councillors of the need to attend face to face training on the Code of Conduct at least once every two years, and so if a Cllr's training was not up to date, they should arrange to attend the next available training event on the Code.</p>																																				
MPC22.23.305	<p>Schedule of payments</p> <p>Cllr West declared an interest in this item as a recipient of refund of expenses, and did not vote on this item.</p> <p>Resolved - to approve payments as set out in the payments schedule</p> <table border="1"> <thead> <tr> <th>Payee</th> <th>Purpose</th> <th>Amount payable (inc VAT)</th> </tr> </thead> <tbody> <tr> <td colspan="3"><i>To be paid by direct bank payment</i></td> </tr> <tr> <td>Objective tree consultancy</td> <td>Tree survey & report (as per quote) plus additional site visit</td> <td>216.35</td> </tr> <tr> <td>Mabe Youth & Community Project</td> <td>Mabe Matters inv. 66296 4/1/23 – half of the print costs</td> <td>£128.00</td> </tr> <tr> <td>Mabe Youth & Community Project</td> <td>Mabe Matters inv. 66593 27.2.23 – half of the print costs</td> <td>£128.00</td> </tr> <tr> <td>Purple Cloud (formerly Cornwall IT Ltd)</td> <td>Email support and Microsoft business – March. Inv 3802</td> <td>£138.00</td> </tr> <tr> <td>L Dowe</td> <td>Clerk's salary (Feb) (note 1)</td> <td>£407.40</td> </tr> <tr> <td>L Dowe</td> <td>Clerk's expenses (Feb) (note 2)</td> <td>£32.00</td> </tr> <tr> <td>HMRC</td> <td>PAYE tax and NI (Month 12) (Note 3)</td> <td>£101.80</td> </tr> <tr> <td>K West</td> <td>NDP expenses refund (envelopes and postage)</td> <td>£101.60</td> </tr> <tr> <td>Penryn Food Bank</td> <td>Donation of remainder of MEG funds</td> <td>£274.69</td> </tr> <tr> <td>Tbc</td> <td>Art project grant</td> <td>£100</td> </tr> </tbody> </table>	Payee	Purpose	Amount payable (inc VAT)	<i>To be paid by direct bank payment</i>			Objective tree consultancy	Tree survey & report (as per quote) plus additional site visit	216.35	Mabe Youth & Community Project	Mabe Matters inv. 66296 4/1/23 – half of the print costs	£128.00	Mabe Youth & Community Project	Mabe Matters inv. 66593 27.2.23 – half of the print costs	£128.00	Purple Cloud (formerly Cornwall IT Ltd)	Email support and Microsoft business – March. Inv 3802	£138.00	L Dowe	Clerk's salary (Feb) (note 1)	£407.40	L Dowe	Clerk's expenses (Feb) (note 2)	£32.00	HMRC	PAYE tax and NI (Month 12) (Note 3)	£101.80	K West	NDP expenses refund (envelopes and postage)	£101.60	Penryn Food Bank	Donation of remainder of MEG funds	£274.69	Tbc	Art project grant	£100
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	Penpole Engineering	Grant application prep works	£780
	<i>Direct Debit payments</i>		
	EE	Jan '22 mobile phone contract (DD on 6/2/23)	£11.57
	Vodafone	March – wifi hub (DD on 16 March)	£11.00
MPC22.23.306	Finance report and bank reconciliation - To consider and approve the budget monitoring report and monthly bank reconciliation Noted		
MPC22.23.307	Migrating to new parish council email addresses Contact details for IT support to be sent to the two councillors still to move to the new system.		
MPC22.23.308	Climate Group – regular update No update.		
MPC22.23.309	University Update No update.		
MPC22.23.310	Correspondence None.		
MPC22.23.311	Agenda items for a future meeting i) Any matters deferred from, or raised at this meeting ii) Lake Trust – Argal play park (dog mess) and need to cut the footpath to Argal [Cllr Thomas] iii) Support for the parish church [Cllr Cole]		
	Meeting closed: 8.45 pm		Signed by Chairman: