

# Mabe Parish Council

Tel: 07964 735 219

Email: [mabeparish@gmail.com](mailto:mabeparish@gmail.com)

## Minutes – 11 August 2022

**Minutes of the meeting of Mabe Parish Council on Thursday 11 August 2022 at 7.00pm, Mabe WI Hall, Antron Hill, Mabe.**

**Councillors present:** Cllrs: M Wilkinson (Chairman), C Cole (Vice-Chairman), B Galke, R Phillips (from 7.07pm), P Simmons, K West, A Wills

**Cornwall Councillor:** Apologies were received from C.Cllr John Bastin.

**Officer support:** Clerk/RFO

Agenda no:	Agenda Items
MPC22.23.90	<b>Apologies for absence</b> – were received from Cllrs Tindle and Tisdale.
MPC22.23.91	<b>Members' Declarations of Interests</b> Councillor Cole declared an interest in Minute 97 (c) as the applicant has been a previous customer of the company he works for, and so may be a customer again in future.
MPC22.23.92	<b>To approve written requests for dispensation</b> – None
MPC22.23.93	<b>Cornwall Councillor report</b> – None
MPC22.23.94	<b>Public Speaking</b> – None
MPC22.23.95	<b><u><a href="#">Minutes of meeting of the council held on 14 July 2022</a></u></b> <b>Resolved</b> – 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.
MPC22.23.96	<b>Clerk's update report</b> <ul style="list-style-type: none"> <li>- Minute 153 – take out reference to the school as the parish council does not fund works on school grounds</li> <li>- Minute 119 – Cllr Wilkinson to action the Memorial Sign</li> <li>- Memorial Garden step – Cllr West to padlock the gate to stop use, and will fix the step when he has time.</li> <li>- Minute 251 – bus shelter bench – Cllr West has drawn up the specification ready to seek quotes. Specifications to be circulated to all Cllrs for their views, and then to seek quotes.</li> <li>- Minute 69 – Cllr West to purchase the wood chippings from B&amp;Q, expenditure to be in the region of £75.</li> </ul>
MPC22.23.97	<b>Planning Applications</b>
	a) <b><u><a href="#">PA22/06151</a></u></b> – Little Antron Flower Farm, Antron Lane, Mabe Burnthouse – Works to trees subject to a Tree Preservation Order (TPO), works include removal of broken limb overhanging lane T1 – Monterey Cypress.

Minutes are draft until approved by Council.

		<b>Resolved</b> – that the parish council supports the recommendation of Cornwall Council’s Tree Officer.
	b)	<a href="#">PA22/06443</a> – Land West of Goodagrane Farm, Halvasso, Penryn – Creation of new gateway to allow access onto holding. <b>Resolved</b> – no objection, provided that the Highways Safety Officer approves the visibility splay.
	c)	<a href="#">PA21/04825</a> – Land at Penvose Farm, Roskrow, Penryn – Reserved matters application for appearance, landscaping, layout and scale following Outline Approval PA16/11983 dated 26.09.2018 for proposed development of a student village, new highway access, landscaping and associated infrastructure. <b>Resolved</b> – that the parish council objects to this application, and reserves the option to submit further comment, pending meeting with the applicant to hear their explanation of the plans and time to study the considerable amount of paperwork associated with the application. The reasons for the council’s objection at this stage are: <ul style="list-style-type: none"> <li>- Concerns raised by this council regarding the original application at this site have not been addressed</li> <li>- There appears to be insufficient supporting infrastructure</li> <li>- Concern at road safety, the proposal for students to walk from the site to campus is not considered sufficient, and any aspirational plans should be either made into firm plans, or discounted, if there is no commitment to implement them. If a walled path is created, as per the aspiration given, then this raises safety concerns for lone and vulnerable walkers.</li> <li>- Concern that the additional traffic generated by the development would have a negative impact on traffic flow in the area and has the likelihood to increase congestion</li> <li>- There appears to have been an increase to 2,000 units proposed, although the figures given in the application papers are inconsistent, some still refer to 1,858 units.</li> </ul>
	d)	<a href="#">PA22/06901</a> – Cobweb Cottage, Trevone, Mabe Burnthouse – Application for proposed demolition of the existing structure and the erection of an agricultural building <b>Resolved</b> – that the application is supported.
MPC22.23.98		<b>Ongoing issues following the Highways Improvement works</b> Cllr Wilkinson reported on the response received from Highways in response to the concerns raised. <b>Agreed</b> – for Cllr Wilkinson to follow up the initial concerns, to state the parish council’s belief that it should not be considered safe to allow motorists to drive in the centre of the road, between the speed bumps.
MPC22.23.99		<b>Road crossing at Kingston Way / University</b> <i>To consider the letter from the stakeholders and decide whether to endorse/sign the letter as a parish council.</i>

	<b>Resolved</b> – that Cllr Wilkinson is to sign the stakeholders letter as Chairman of the parish council, when the draft is finalised.																																										
MPC22.23.100	<p><b>Bus Shelter – gutter</b> <i>To agree works to fit a gutter to the bus shelter</i></p> <p><b>Noted</b> that Cllr West has sought a quote for replacing the roof and fitting a gutter will be part of that works.</p>																																										
MPC22.23.101	<p><b>Proposal to transfer £1,000 from General Reserves to NDP Earmarked Reserve</b> <i>To consider the proposal to transfer funds to the NDP Earmarked Reserve, as set out in papers circulated with this agenda.</i></p> <p><b>Resolved</b> – that £1,000 be transferred from General Reserves to the NDP Earmarked Reserve.</p>																																										
MPC22.23.102	<p><b>Schedule of payments</b></p> <p>Members considered the updated payments schedule, circulated prior to the meeting.</p> <p><b>Resolved</b> – that the payments set out in the payments schedule are approved for payment, with the NDP hall hire payments to be allocated from the NDP funds.</p> <table border="1" data-bbox="354 952 1382 2020"> <thead> <tr> <th>Payee</th> <th>Purpose</th> <th>Total payable (inc VAT)</th> </tr> </thead> <tbody> <tr> <td colspan="3"><i>To be paid by online banking.</i></td> </tr> <tr> <td>Mabe Youth &amp; Community Project</td> <td>Mabe Matters (50%) inv. no. 64808, 9 May 2022</td> <td>£136.00</td> </tr> <tr> <td>Mabe Youth &amp; Community Project</td> <td>Mabe Matters (50%) inv. no. 65283 19 July 2022</td> <td>£122.50</td> </tr> <tr> <td>Booths Print</td> <td>Printing, 800 A5 leaflets, Kingston Way questionnaire</td> <td>£37.00</td> </tr> <tr> <td>Mabe WI</td> <td>Hall hire for council meetings and NDP steering group meetings</td> <td>£180.00</td> </tr> <tr> <td>Cornwall ALC Ltd</td> <td>Chairmanship training (CC)</td> <td>£20.00</td> </tr> <tr> <td>Greens (Cornwall) Ltd</td> <td>1<sup>st</sup> cut of footpaths (LMP) – as per quote, 50%, 1<sup>st</sup> of 2 cuts.</td> <td>£1,259.02</td> </tr> <tr> <td>Paul Webber</td> <td>NDP consultancy work, July 2022</td> <td>£1,100</td> </tr> <tr> <td>Viking</td> <td>Stationery</td> <td>£75.32</td> </tr> <tr> <td>Rialtas Business Solutions</td> <td>Alpha Software annual support and maintenance licence (<i>accounts software</i>)</td> <td>£154.80</td> </tr> <tr> <td>Cornwall IT Ltd</td> <td>Email support and Microsoft business – July. Inv 252</td> <td>£138.00</td> </tr> <tr> <td>L Dowe</td> <td>Clerk's salary (July)</td> <td>£375.20</td> </tr> <tr> <td>L Dowe</td> <td>Clerk's expenses (July)</td> <td>£126.67</td> </tr> </tbody> </table>	Payee	Purpose	Total payable (inc VAT)	<i>To be paid by online banking.</i>			Mabe Youth & Community Project	Mabe Matters (50%) inv. no. 64808, 9 May 2022	£136.00	Mabe Youth & Community Project	Mabe Matters (50%) inv. no. 65283 19 July 2022	£122.50	Booths Print	Printing, 800 A5 leaflets, Kingston Way questionnaire	£37.00	Mabe WI	Hall hire for council meetings and NDP steering group meetings	£180.00	Cornwall ALC Ltd	Chairmanship training (CC)	£20.00	Greens (Cornwall) Ltd	1 <sup>st</sup> cut of footpaths (LMP) – as per quote, 50%, 1 <sup>st</sup> of 2 cuts.	£1,259.02	Paul Webber	NDP consultancy work, July 2022	£1,100	Viking	Stationery	£75.32	Rialtas Business Solutions	Alpha Software annual support and maintenance licence ( <i>accounts software</i> )	£154.80	Cornwall IT Ltd	Email support and Microsoft business – July. Inv 252	£138.00	L Dowe	Clerk's salary (July)	£375.20	L Dowe	Clerk's expenses (July)	£126.67
Payee	Purpose	Total payable (inc VAT)																																									
<i>To be paid by online banking.</i>																																											
Mabe Youth & Community Project	Mabe Matters (50%) inv. no. 64808, 9 May 2022	£136.00																																									
Mabe Youth & Community Project	Mabe Matters (50%) inv. no. 65283 19 July 2022	£122.50																																									
Booths Print	Printing, 800 A5 leaflets, Kingston Way questionnaire	£37.00																																									
Mabe WI	Hall hire for council meetings and NDP steering group meetings	£180.00																																									
Cornwall ALC Ltd	Chairmanship training (CC)	£20.00																																									
Greens (Cornwall) Ltd	1 <sup>st</sup> cut of footpaths (LMP) – as per quote, 50%, 1 <sup>st</sup> of 2 cuts.	£1,259.02																																									
Paul Webber	NDP consultancy work, July 2022	£1,100																																									
Viking	Stationery	£75.32																																									
Rialtas Business Solutions	Alpha Software annual support and maintenance licence ( <i>accounts software</i> )	£154.80																																									
Cornwall IT Ltd	Email support and Microsoft business – July. Inv 252	£138.00																																									
L Dowe	Clerk's salary (July)	£375.20																																									
L Dowe	Clerk's expenses (July)	£126.67																																									

	<table border="1"> <tr> <td>HMRC</td> <td>PAYE tax and NI (Month 5)</td> <td>£94.00</td> </tr> <tr> <td>Royal Images</td> <td>Royal photo</td> <td>£44.40</td> </tr> <tr> <td>Shaws</td> <td>Condolence book</td> <td>£261.51</td> </tr> <tr> <td>Viking</td> <td>Stationery inv. 9055095</td> <td>£15.23</td> </tr> <tr> <td colspan="3"><i>To be paid by Direct Debit</i></td> </tr> <tr> <td>EE</td> <td>June '22 mobile phone contract (DD on 6/8/22)</td> <td>£11.57</td> </tr> <tr> <td>Vodafone</td> <td>July – wifi hub (DD on 15 August)</td> <td>£11.00</td> </tr> </table>	HMRC	PAYE tax and NI (Month 5)	£94.00	Royal Images	Royal photo	£44.40	Shaws	Condolence book	£261.51	Viking	Stationery inv. 9055095	£15.23	<i>To be paid by Direct Debit</i>			EE	June '22 mobile phone contract (DD on 6/8/22)	£11.57	Vodafone	July – wifi hub (DD on 15 August)	£11.00	
HMRC	PAYE tax and NI (Month 5)	£94.00																					
Royal Images	Royal photo	£44.40																					
Shaws	Condolence book	£261.51																					
Viking	Stationery inv. 9055095	£15.23																					
<i>To be paid by Direct Debit</i>																							
EE	June '22 mobile phone contract (DD on 6/8/22)	£11.57																					
Vodafone	July – wifi hub (DD on 15 August)	£11.00																					
MPC22.23.103	<p><b>Finance reports</b></p> <ul style="list-style-type: none"> <li>i. Monthly budget monitoring report</li> <li>ii. Monthly bank reconciliation</li> <li>iii. Monthly NDP funds monitoring statement</li> <li>iv. General Reserve figure as of 31 July 2022</li> <li>v. Statement of Earmarked Reserves</li> </ul> <p><b>Resolved</b> – that the reports listed above, are noted.</p>																						
MPC22.23.104	<p><b>Agenda items for a future meeting</b></p> <ul style="list-style-type: none"> <li>i. Any matters deferred from, or raised at this meeting</li> <li>ii. 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></li> <li>iii. Replacement of office mobile phone and call package</li> <li>iv. Climate Change training [Cllr Simmons]</li> <li>v. MYCP updates – to be added as a regular agenda item, from September</li> <li>vi. Coastline [Cllr Wilkinson]</li> <li>vii. Financial contribution to MYCP towards play equipment upkeep (pro rata of £500 per annum)</li> <li>viii. Councillor surgeries – review</li> </ul>																						
	Meeting closed: 8.24pm	Signed by Chairman: .....																					