

Mabe Parish Council

Minutes – 10 November 2022

Minutes of the meeting of Mabe Parish Council on Thursday 10 November 2022 at 7.00pm, at Mabe WI Hall, Antron Hill, Mabe

Councillors present: Councillors: M Wilkinson (Chair), C Cole (Vice-Chair), B Galke, R Phillips, P Simmons, A Thomas, P Tisdale, K West (until 9.02pm), A Wills

Cornwall Councillor attending: C.Cllr Bastin

Officer support: Clerk/RFO

Minute no:	Agenda Items
MPC22.23.173	Apologies for absence – were received from Cllr Tindle (away).
MPC22.23.174	Members' Declarations of Interests Cllr Cole declared an interest in Minute 190 (Coronation Cottages) due to a work connection, and withdrew from the meeting during consideration of this item. Cllr West declared an interest in Minute 203 (bench and noticeboard for bus shelter) as he knew the individuals who had quoted, personally and professionally, and withdrew from the meeting during consideration of this item.
MPC22.23.175	To approve written requests for dispensation – none
MPC22.23.176	Cornwall Councillor report C.Cllr Bastin gave an update report which included the following: - a review was underway, to replace 19 Community Network Panels with 12 Community Area Panels, with no change proposed for this area. The next CNP meeting would be next Tuesday (online), and it was noted that there would be one face-to-face meeting per annum - the Transport Portfolio Holder was now Cllr Connor Donnithorne, who would attend a CNP meeting soon - Shared Prosperity Fund, second round of expressions of interest were invited. Cllr Bastin would support a local application - a site meeting today with representatives from the parish council, Highways, Cormac and Speedwatch, to review the recent highways improvement works. Local issues had been raised and Highways officers had left with a list of actions - recent meeting with the MP about the A39 and wider highways issues - no update on enforcement notice - the parish council should start to prepare for applying for Highways Network Scheme funding for the next two years (applications for the coming year had passed) - new Boundary Review was noted, and councillors noted recent correspondence and the ability for councillors to send their views to feed into the consultation.
MPC22.23.177	Public Speaking – None.

MPC22.23.178	<p><u>Minutes of meeting of the council held on 13 October 2022</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>
MPC22.23.179	<p>Clerk’s update report</p> <p>Members noted the update report circulated prior to the meeting.</p> <ul style="list-style-type: none"> • Landmark tree planting, and apple tree planting – ongoing. • Works for the memorial garden (signs, path, step and gate), all complete. • Speedwatch – Cllrs Wilkinson and Tisdale had attended a Speedwatch meeting, along with three parish representatives. There was paperwork to complete, and locations to be agreed. Speedwatch to start when the TRO had been issued. • Resolved – to purchase the Purple Guide Lite (£12) for Cllrs Wilkinson and Wills to refer to, for event organising works.
MPC22.23.180	<p>Planning Applications</p>
	<p>a) PA22/09175 – Pampaluna Corpascus, Mabe Burnthouse – Removal of conservatory and replacement with new rear extension with balcony over</p> <p>Resolved – that the application is supported.</p>
MPC22.23.181	<p>Mabe Neighbourhood Plan</p> <p>Cllr West reported that the Regulation 16 approval was being sought (a 6 week consultation period). The Development Boundary was being revised at the request of Cornwall Council, with the Coronation Cottages and Antron Way developments to be excluded from the development boundary, agreed by the NDP team.</p> <p>Progress was noted, and thanks given to the NDP team for all their hard work.</p>
MPC22.23.182	<p>Update on meeting with Coastline regarding Gweal Darras</p> <p>Cllr Wilkinson reported that the recent public meeting had been well attended. The follow-up email from Coastline Housing had been circulated to councillors prior to the meeting. It was noted that Coastline would not be providing hardstanding parking spaces as the cost of £10,000 per space was too prohibitive, but would consider ways to improve parking, including enabling residents to convert front gardens for parking. An option for a one-way system to enable more on-street parking could be considered.</p> <p>Resolved – to request a follow-up meeting with Coastline Housing, a representative from Highways and the CC Ward Member, to discuss options and to agree a way forward.</p>
MPC22.23.183	<p>Ongoing issues following the Highways Improvement works</p> <p>The recent site meeting had been reported on earlier in the meeting. The focus of the meeting had been the recent highways improvement works, and also that the CNP application for the double yellow lines for Carnsew Close had not yet been carried out.</p> <p>Following the site meeting, Highways and Cormac had left with a list of actions to be reviewed.</p>

	<p>It was noted that the Traffic Regulation Order should be signed off soon, and that this would open up the opportunity for Speedwatch checks to commence. Meanwhile requests for fixes to rectify issues with the recent improvement works were ongoing.</p>
MPC22.23.184	<p>Footpaths</p> <p>The clerk updated, advising that the contractors were due to carry out the second LMP maintenance cuts on the parish path network, in accordance with the cutting schedule sent out with the footpath contract specifications. The enhanced LMP works (waymarkers etc) would be carried out in the following month, once the paths were cleared.</p> <p>Cornwall Council had previously been asked to confirm that the LMP funding would be applied on an ‘unders and overs’ basis, allowing for some LMP sections not being cut, and non-LMP sections being cut, under the parish cutting scheme. The clerk had not received a response, and so would follow up. Without this agreement, there would be an additional cost to the parish council for the additional path sections.</p> <p>Cllr Simmons asked to meet the contractor on site, to reiterate the path sections to be cut in the second round of cuts. This was agreed, and that a second, face-to-face meeting would be held next month, to discuss the enhanced LMP works.</p> <p>More generally, Cllr Simmons and Ronnie George had walked the path network recently. Cllr Simmons had photographed all discs and path furniture so that they can be catalogued for future reference.</p> <p>It was noted that there would be two rounds of LMP maintenance cuts this year.</p>
MPC22.23.185	<p>Treliever Road speed limit - <i>to receive an update on calls for the 40mph speed limit on a section of Treliever Road to be reduced, and to consider steps the parish council might take in this regard</i></p> <p>Cllr Wilkinson reported on a matter raised by the CC Ward Member for Penryn regarding a request for a section of Treliever Road to be reduced from 40 mph to 20 mph. Cllr Wilkinson had written to the CC Ward Member to advise that this was a potential location for Speedwatch monitoring. Noted.</p>
MPC22.23.186	<p>Arrangements for Remembrance 2022</p> <p>It was reported that the gate and the step had been fixed, wood-chippings on the path, poppys on the fence, six men of Mabe sign installed and arrangements with the university, chaplain, choir and local organisations for the Remembrance Service.</p> <p>Resolved – to pay £30 to the Royal British Legion for the poppy wreath.</p> <p>At this point, Cllr Phillips declared an interest as his wife is a member of the WI.</p> <p>Resolved – to pay £50 to Mabe WI for use of the hall and providing refreshments for the Remembrance service.</p> <p>Thanks were given to all who had carried out any of the preparation work, and for those volunteers due to attend on Sunday.</p>
MPC22.23.187	<p>Tree works</p> <p>It was noted that the inspection was due to be carried out.</p>

MPC22.23.188	<p>Shared Prosperity / Levelling Up Fund application</p> <p>It was reported that Cllr West had submitted an expression of interest to the Good Growth Fund, based on a concept to raise the roof on the WI Hall to make it a two storey building, to have workspace for hire, and open up the hall to a greater community use. Also to improve the pavement access to the hall. The expression of interest was based on a project cost of £250,000 and a grant application of £200,000 (80% funding).</p> <p>This was discussed and it was agreed that an application would need to be submitted by the Trustees, as the building owners, and so the next step would be to arrange a meeting.</p> <p>Resolved – to arrange a meeting between the WI and Cllrs West, Galke and Simmons, to discuss the potential to submit an application for this proposal.</p>
MPC22.23.189	<p>Preparations for marking the King’s Coronation in Mabe <i>To consider the parish council’s role in marking the Coronation in May 2023, including budget provision</i></p> <p>Cllr Wills had contacted those who had helped to organise events for the recent Jubilee and many are willing to also help to mark the Coronation in May 2023.</p> <p>Resolved – to allocate a budget of £500 for parish events to mark the coronation.</p>
MPC22.23.190	<p>Development on land next to Coronation Cottages, Antron Hill <i>To note concerns raised by members of the public and to consider any steps appropriate for the parish council to take</i></p> <p>Cllr Cole declared an interest, due to work connections, and withdrew from the meeting during consideration of this item.</p> <p>It was noted that local residents had raised concerns about trees, access to and from the site, and concerns at how the site was being run. It was understood that the issues had been raised with the planning enforcement team and so no further action required from the parish council at this time.</p>
MPC22.23.191	<p>Parking at Kingston Way <i>To consider concerns raised by residents of Kingston Way and to consider any steps appropriate for the parish council to take</i></p> <p>It was noted that there had been concerns raised by residents of Kingston Way and by those who had asked about parking at Kingston Way.</p> <p>The university were taking steps to clamp down on staff and students parking on Kingston Way, noting that Kingston Way was a private road.</p> <p>Resolved – to send an open letter (also to be posted on social media) to the university, Cornwall Council, Live West, Wimpy and the Tremough Innovation Centre to convey the concerns raised by Kingston Way residents, the fact that the road has not been adopted, and to ask what their organisation proposes to do to resolve the problem.</p>
MPC22.23.192	<p>Climate Change training</p> <p>Cllr Simmons reported on climate change training which Cornwall Council could provide, for parish councillors to take into account when making decisions.</p> <p>Agreed – that Cllr Simmons will send a report and costings for consideration at the January meeting of the council.</p>

MPC22.23.193	<p>2022-23 National Salary Award</p> <p>Resolved – to note the national pay agreement for local council workers and to agree to implement it with immediate effect.</p>																																																			
MPC22.23.194	<p>Schedule of payments – Resolved to approve payments as set out in the payments schedule</p> <table border="1" data-bbox="368 412 1433 1529"> <thead> <tr> <th data-bbox="368 412 635 533">Payee</th> <th data-bbox="635 412 1278 533">Purpose</th> <th data-bbox="1278 412 1433 533">Total payable (inc VAT)</th> </tr> </thead> <tbody> <tr> <td colspan="3" data-bbox="368 533 1433 584"><i>Payment by online banking</i></td> </tr> <tr> <td data-bbox="368 584 635 636">MYCP</td> <td data-bbox="635 584 1278 636">Mabe Matters (August edition) INv 65543</td> <td data-bbox="1278 584 1433 636">£122.50</td> </tr> <tr> <td data-bbox="368 636 635 687">MYCP</td> <td data-bbox="635 636 1278 687">Mabe Matters (October edition) Inv. 65884</td> <td data-bbox="1278 636 1433 687">£125.00</td> </tr> <tr> <td data-bbox="368 687 635 784">Purple Cloud</td> <td data-bbox="635 687 1278 784">Email support and Microsoft business – Oct. Inv 3484</td> <td data-bbox="1278 687 1433 784">£138.00</td> </tr> <tr> <td data-bbox="368 784 635 835">Keith West</td> <td data-bbox="635 784 1278 835">NDP expense – Zoom licence</td> <td data-bbox="1278 784 1433 835">£143.88</td> </tr> <tr> <td data-bbox="368 835 635 887">Viking</td> <td data-bbox="635 835 1278 887">Stationery – inv.9527424</td> <td data-bbox="1278 835 1433 887">£88.78</td> </tr> <tr> <td data-bbox="368 887 635 983">M Wilkinson</td> <td data-bbox="635 887 1278 983">Refund of cost – wood chips for Memorial Garden path</td> <td data-bbox="1278 887 1433 983">£86.22</td> </tr> <tr> <td data-bbox="368 983 635 1079">L Dowe</td> <td data-bbox="635 983 1278 1079">Clerk’s salary (Oct) with backdated pay increase, from April 2022</td> <td data-bbox="1278 983 1433 1079">£631.40</td> </tr> <tr> <td data-bbox="368 1079 635 1131">L Dowe</td> <td data-bbox="635 1079 1278 1131">Clerk’s expenses (Oct)</td> <td data-bbox="1278 1079 1433 1131">£26.00</td> </tr> <tr> <td data-bbox="368 1131 635 1182">HMRC</td> <td data-bbox="635 1131 1278 1182">PAYE tax and NI (Month 8)</td> <td data-bbox="1278 1131 1433 1182">£157.80</td> </tr> <tr> <td data-bbox="368 1182 635 1234">Royal British Legion</td> <td data-bbox="635 1182 1278 1234">Remembrance wreath</td> <td data-bbox="1278 1182 1433 1234">£30.00</td> </tr> <tr> <td data-bbox="368 1234 635 1330">Mabe WI</td> <td data-bbox="635 1234 1278 1330">Grant (remembrance, use of hall and refreshments)</td> <td data-bbox="1278 1234 1433 1330">£50.00</td> </tr> <tr> <td data-bbox="368 1330 635 1382">The Sign Shop</td> <td data-bbox="635 1330 1278 1382">Sign for the Memorial Garden, invoice pending</td> <td data-bbox="1278 1330 1433 1382">£222.00</td> </tr> <tr> <td colspan="3" data-bbox="368 1382 1433 1433"><i>Payments by Direct Debit</i></td> </tr> <tr> <td data-bbox="368 1433 635 1485">EE</td> <td data-bbox="635 1433 1278 1485">Oct '22 mobile phone contract (DD on 6/11/22)</td> <td data-bbox="1278 1433 1433 1485">£11.57</td> </tr> <tr> <td data-bbox="368 1485 635 1536">Vodafone</td> <td data-bbox="635 1485 1278 1536">Nov – wifi hub (DD on 15 Nov)</td> <td data-bbox="1278 1485 1433 1536">£11.00</td> </tr> </tbody> </table>	Payee	Purpose	Total payable (inc VAT)	<i>Payment by online banking</i>			MYCP	Mabe Matters (August edition) INv 65543	£122.50	MYCP	Mabe Matters (October edition) Inv. 65884	£125.00	Purple Cloud	Email support and Microsoft business – Oct. Inv 3484	£138.00	Keith West	NDP expense – Zoom licence	£143.88	Viking	Stationery – inv.9527424	£88.78	M Wilkinson	Refund of cost – wood chips for Memorial Garden path	£86.22	L Dowe	Clerk’s salary (Oct) with backdated pay increase, from April 2022	£631.40	L Dowe	Clerk’s expenses (Oct)	£26.00	HMRC	PAYE tax and NI (Month 8)	£157.80	Royal British Legion	Remembrance wreath	£30.00	Mabe WI	Grant (remembrance, use of hall and refreshments)	£50.00	The Sign Shop	Sign for the Memorial Garden, invoice pending	£222.00	<i>Payments by Direct Debit</i>			EE	Oct '22 mobile phone contract (DD on 6/11/22)	£11.57	Vodafone	Nov – wifi hub (DD on 15 Nov)	£11.00
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MPC22.23.195	<p>Finance report and bank reconciliation</p> <p>Resolved – to note and approve the budget monitoring report and monthly bank reconciliation.</p>																																																			
MPC22.23.196	<p>Budget and precept setting for the 2023/2024 financial year – to consider the draft budget, to be decided upon at the December meeting of the council</p> <p>Initial figures had been prepared, as a basis for discussion.</p> <p>Agreed that the Finance Committee will meet (28 November, 7pm) to work through the budget figures, to be presented to council for decision in December.</p> <p>Agreed – budget report to include provision for the WI Hall project, and to include an update on the councils Reserves.</p>																																																			

MPC22.23.197	<p>Migrating to new parish council email addresses - <i>To review the progress on moving to new email addresses for all cllrs and the clerk.</i></p> <p>Agreed to aim to complete the move to council email addresses for all councillors to be completed by the December meeting of the council.</p>	
MPC22.23.198	<p>Climate Group – regular update - No update.</p>	
MPC22.23.199	<p>University Update - No report.</p>	
MPC22.23.200	<p>Correspondence</p> <ol style="list-style-type: none"> 1. South West Water – online briefing for river abstractions (rivers Fowey and Kennal). Noted that SWW are considering making an application to the Environment Agency to abstract excess water from the rivers Restormel and Kennal. 2. Boundary Commission for England – final consultation on constituency boundary changes Noted 	
MPC22.23.201	<p>Agenda items for a future meeting</p> <ol style="list-style-type: none"> i. Any matters deferred from, or raised at this meeting ii. December meeting – planning and budget report only iii. Update from Staffing Committee, following clerk’s annual appraisal iv. Great British Clean-up (Cllr Wills to start, on behalf of the parish council) 	
MPC22.23.202	<p>Matters for decision, information excluded from the press and public</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>	
MPC22.23.203	<p>Installation of a bench in the bus shelter – <i>to consider quotes received for the works</i></p> <p>Cllr West declared an interest in this item as he knows people involved, on a personal and professional basis, and left the meeting at this point.</p> <p>Councillors considered the quotes received, as set out in the report.</p> <p>Resolved – to accept the quote submitted by Black Rock Joinery, and to ask them to carry out this work at their earliest opportunity.</p>	
	<p>Meeting closed: 9:07pm</p>	<p>Signed by Chairman:</p>