

Mabe Parish Council

C/o The Parish Office, MS Electrical, The Square, Mawnan Smith, Cornwall TR11 5EP

Minutes of the meeting of Mabe Parish Council held on Thursday 14th June 2018 at the Mabe WI Hall, at 7.30pm

- Present:** Parish Councillors; P Tisdale (chair), C Cole, J Frost, T Kingsley, K Phillips, R Phillips, T Tindle & M Wilkinson. L Clements (Parish Clerk) & 1 members of the public
- 255.18 **Safety Procedures** - These were explained by the clerk
- 256.18 **Apologies for absence** - Cllr Thomas. Cllr Williams would not be attending any meetings
- 257.18 **Declarations of interest in Agenda Items** - Cllr Cole (item 268.18)
- 258.18 **To address council vacancies & position of nominees for co-option (may include presentation from candidates)** - no nominees present.
- 259.18 **Minutes of Previous Meeting - minutes of the annual meetings held on 10th May 2018 (planning of 6th June pending).** The clerk apologised for the incorrect dates on both sets of minutes. It was agreed Cllr Frost be granted a 1 year dispensation with regards to the Play Project.
Annual Parish Meeting –Proposed: Cllr K Phillips **Seconded:** Cllr Kingsley
Parish Meeting –Proposed: Cllr Tindle **Seconded:** Cllr Cole
- 260.18 **Matters Arising – from previous minutes**
Cllr Kingsley had tried to make contact with Viv Bidgood @ Cormac to reschedule the regular highways meetings but he had not responded in any way. She would continue to try.
Cllr Frost would like to find out why the hedge-cutters were working so late – they started work in Halvasso at 10.50pm!
Cllr Tisdale reported that the planning application for Chyan Farm had been withdrawn (and immediately removed from the planning portal).
- 261.18 **Public Participation** - a resident asked about the state of footpath cutting, given that only some of the paths had been done. The clerk would chase up Bob as she was seeing him about the graveyard cutting. Special concerns were the area around Tin pit/the Allotments where stingers were at almost head height, an area at the end of the Halvasso path to the quarry where a large amount of “rural fly-tipping” seems to be occurring; footpath 11/2 & 5/1 + 5/2 which appear to have been blocked up as well as the on-going issue with footpath 13 &14 through Hanter Tavis. The clerk would chase up the area ranger about these blocked path issues. Cllr Tisdale would try contacting the landowner(s).
Footpath Leaflet – clerk to find out if Booths still have a master and how much it would cost to have more copies printed.
- 262.18 **Report from Cornwall Councillor Williams** – none provided. The question of how we would go about getting planning applications to a committee decision, rather than officer delegated, was raised. The clerk had already tried to make contact with Cllr Williams on the recent Century House & Antron Way applications to explain our standpoint but had received back an email saying he would not discuss until he had undertaken “full due diligence...as I do not want to predetermine any applications”. Cllr Tisdale will try to find out if there is an alternative route to get applications to committee without Cllr Williams participation.
- 263.18 **Police / Traffic & Transport matters**
The clerk passed over to Cllr R Phillips the draft CNP proposal for the £50,000 highways funding to address the Longdowns Junction proposal, already designed & costed by Cormac as the next meeting was on 3rd July. She would circulate to the councillors ASAP.

Speedwatch – Cllr Kinglsey reported that not enough volunteers had come forward to start this up. Cllr K Phillips asked exactly what the schedule would be when trained up – people might see a regular set number of hours as a barrier, rather than just being able to commit a few hours here and there.

264.18 **Discussion on plans for a Remembrance Service in the village** – Christine Warren stated that the WI were happy to provide refreshments in the hall for the event. She asked if there would be any kind of exhibition or displays going up as well? Cllr Kingsley said that she was trying to arrange another Remembrance group meeting ASAP to get everyone together to sort out specific details of all the parish events to mark the Centenary, which may already include the Sunday church service and possibly a Friday/Saturday night film showing at the MYCP. Road closures & Marshalls were once again to be discussed – Cllr Kingsley would talk to PSCO Huddlestone to see if there was a halfway measure that could be used. It was agreed the Cllr Tisdale arrange to purchase a wreath for the parish to hang on the WI Hall as per usual.

265.18 **Discussion on the Memorial Garden – access & S106 monies** – It was agreed that after the meeting a quick visit to the gardens take place. Initial proposal were for a ramp leading into the gardens from the pavement, which would require removing a section of the wall, reinforcing/ retaining walls being built and a gate added. Cllr R Phillips asked how much S106 monies remained, since £10000 had already been set aside by the parish for “another project” (than the play equipment), stating that he thought there was additional monies (£13000) due from Porthia Homes for Estuary View’s extra houses. He also thought that it was entirely likely that since S106 monies were to be used CORMAC would have to be the preferred supplier and they should be contacted ASAP to provide a design specification. Cllr Tisdale wondered if Tim Marsh could be approached for a chunk of granite to form a proper war memorial (with one side smoother & names of those lost inscribed). He would talk to Tim.

266.18 **Financial matters**

a. **Payments Received - £49.39** (£19.39 AED tin, £30 Code of conduct training)

Bank Reconciliation as at	31.5.18		
Balances	Barclays		£ 26,090.17
	NS&I		£ 7,388.83
less unpresented cheques			
	101392	£ 250.00	
			£ 250.00
			£ 33,229.00
Balance brought forward			£ 26,294.93
plus receipts			£ 11,177.45
less payments			-£ 1,244.10
on hand balance			£33,229.00
PAYE commitment			£ 135.40
VAT commitment			£ 135.47
Cash Book Balance			£ 32,958.13
approved:		clerk/rfo	date:
verified:		councillor	

Proposed: Cllr Cole **Seconded:** Cllr K Phillips

b. Payments to be made – totalling £5825.34

Date	Cheque	Payee	Details of payment	Payment	VAT
Jun 18					
16.5.18	101397	Came & Company	Insurances	£499.35	
14.6.18	101398	Lisa Clements	Salary & expenses	£343.07	£0.20
16.5.18	101399	CALC	GDPR Training x1	£54.00	£9.00
20.5.18	101400	Mabe WI	venue hire - feb to May	£75.00	
10.5.18	101401	SSE	Remedial lighting works	£4,799.95	£799.99
14.6.18	101402	ICO	Registration fee	£40.00	
29.5.18	DD	EE	Mobile Phone Charge	£13.97	£2.33
				£5825.34	£811.52

Proposed: Cllr Cole **Seconded:** Cllr Tindle

- c. **To receive the internal auditors report** - It was agreed to accept the Internal Auditors report, with the clerk to report progress on matters noted on a regular basis.
- d. **To review clerk's performance in regards to the annual pay award** – a short meeting had taken place by the Staffing Committee to review the clerk's performance over the year since her appointment and set targets for the upcoming year. They recommended that the salary increase for 2018/19 as set out by the NJC was appropriate.

Proposed: Cllr Tisdale **Seconded;** Cllr Kingsley

267.18 Update on play equipment project status - works date for drainage still set for end of July, but the clerk had asked if this could be brought forward at all and was awaiting a response. Once that date & duration of works was known she would try to arrange a Play Project committee meeting to sort through the pre schedule works. She had already contacted Cathy @ Outdoor Play People to let her know the provision date.

268.18 To receive any further requests for Parish Grants 2018/19 (WI for repainting outside of building)

(Cllr Cole left the meeting)

Mabe WI had sent in a request for monies to fund the repainting of the outside of the Parish & WI Hall, along with two comparable quotes for the works. It was discussed and felt that since the Hall was a parish asset, held in trust, then the parish council would accept responsibility for funding the repainting works themselves, rather than issuing a grant.

Proposed Cllr Tisdale, **Seconded** Cllr Frost

(Cllr Cole returned to the meeting)

Adding an amount to the annual budget to cover a 5 year maintenance plan was also discussed and it was agreed to defer this until budget setting later in the year for further consideration.

Cllr R Phillips noted that in previous years that grant allocations had always been requested for return by May, for decisions in June and was confused why grants had been done in April this year. He also explained the history of the longstanding arrangement for a grant to the Twinning Committee and intended to provide their accounts at the July meeting for review.

269.18 Planning -

No additional planning applications had been received. Minutes from 6th June Planning Meeting were pending

Planning Decisions				
A	PA18/02635	Barn At Higher Treliver Farmhouse Longdowns	Application for Prior Approval for a Proposed Change of Use of Agricultural Building to two dwellinghouses (Class C3), and for Associated Operational Development	Planning Permission required
B	PA18/01483	Mabe Community Primary School Cunningham Park Mabe TR10 9HB	Construction of a modular building extension to provide 2no Classrooms, 4no Toilets and a Cloakroom linked to the existing school building with a canopy.	Approved with conditions – drainage & surface water plans to be provided; construction timetable; travel pan

Enforcement complaints –

There is now no way of accessing information on enforcement complaints – either new OR historic on the planning portal – see correspondence.

270.18 Planning matters arising since 18th May 2017**271.18 Correspondence received**

	<i>Date</i>	<i>Who</i>	<i>Description of issue</i>	<i>Action taken</i>	<i>Agenda item</i>
1.	9.5.18	Mark Ball – planning officer	Re: PA18/03098 last date for submissions	June meeting	5
2.	12.5.18	Mrs Lilian Miller	Noticeboard issue –replacement	Clerk dealing	
3.	14.5.18	Enforcement – Cornwall Council	Enforcement	For info/ clerk dealing	15
4.	15.5.18	David Charles – St Laudus	Grass cutting discussions	Pending holidays	
5.	16.5.18	Ruth Grimmer/Oliver Lane – Fal/Exeter University	Bad Packet report on May meeting	Clerk/chair dealt with	
6.	21.5.18	Scott Mann MP	Coastal Revival Fund instigation	For info	
7.	24.5.18	Jason Hoole-Jackson	Cormac works date ...	For info	13
8.	31.5.18	TEL: Christine Warren Mabe WI	Outside painting grant request	June meeting	14
9.	4.6.18	Zurich Insurances	Local Community Advisory Service	Reference info	
10.	5.6.18	CALC	Forward plan survey	For info	
11.	5.6.18	CALC	ICO registration for parishes	Clerk dealing	
12.	5.6.18	TEL: Mrs Ashe	Huffa Puffa grant request	June Meeting	14
13.	6.6.18	Paul Hodge/ Keith West	Planning objection – PA18/ 04092	June meeting	5
14.	5.6..18	LGBC	Cornwall boundary review – consultation	For info	

9. The clerk agreed to forward this information to all councillors as it might prove useful for the Remembrance Service etc.
10. Cllr Tisdale thought that as many councillors as possible should try to complete the CALC survey as it formed that basis for their practices and goals for the continuing year.
14. No comments were deemed necessary for the boundary review, however the clerk was asked to find out if Cllr John Bastin would be standing as a representative.

272.18 Matters of concern

Cllr Kinglsey was disappointed that the telephone kiosk at Trenoweth had been removed without any kind of notices going up, although she was aware it was scheduled for removal due to low usage and was not adopted by any local group.

273.18 Items to be added to July Agenda - Annual policy review (inc. Standing Orders & GDPR)**274.18 Discussion on change of date for next meeting to 5th July rather than 12th July (7.30pm)**

Since Cllr Tisdale & Cllr Kingsley would both be unavailable on the 12th it was suggested that the regular meeting be brought forward to 5th July instead, rather than the chair & vice chair being absent from the meeting (the last before the August holiday period).

Proposed: Cllr K Phillips **Seconded:** Cllr Cole The clerk would contact the WI to rearrange dates.

Meeting finished at 9.10pm