

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

275.18 **Safety Procedures** - These were explained by the clerk

276.18 **Apologies for absence** - Cllr Thomas. Cllr Williams would not be attending any meetings

277.18 **Declarations of interest in Agenda Items** - Cllrs Tindle & Tisdale (item 290.18B)

278.18 **To address council vacancies & position of nominees for co-option (may include presentation from candidates)** - no nominees present.

279.18 **Minutes of Previous Meeting - minutes of the meetings held on 6th June (planning) & 14th June 2018**
6th June - Proposed: Cllr Cole **Seconded:** Cllr Kingsley
14th June – Proposed: Cllr Tindle **Seconded:** Cllr K Phillips

280.18 **Matters Arising – from previous minutes**

Churchyard Maintenance – the clerk had been to the churchyard with David Charles, Rev Smith & Bob Sanders to draft out a plan of action, since we agreed to pay for works rather than provide a grant. It was agreed that 3-4 general cuts would be done before the end of August to gauge what levels of cutting needed doing and then a further meeting between David & the clerk to produce a cutting schedule to contract on. Given the rate of growth since the church working party (3 weeks ago) cutting could not really be delayed any more. Bob explained that the first cut (to be done asap) would be more expensive as there was a lot to clear right back to base levels but that the remaining cuts should come in at the £160 previously quoted.

281.18 **Public Participation** - none noted

282.18 **Report from Cornwall Councillor Williams** - none noted

283.18 **Police / Traffic & Transport matters** – Cllr Kingsley reported that they had had good news from their meeting with Viv Bidgood (Cormac) – he was going to ask if the Longdowns Junction works could get added to the Capital Works plan for 2019/20, since they have already been costed and designed. This would mean that our application for CNP Highways grant may not be necessary.

Work to the memorial Gardens – he has said that since they are not on the highway (or pavement) that it is not essential that Cormac undertake them any company can be asked to quote. The clerk would check that these works fall under S106 funding.

284.18 **Update on planning for a WW1 Weekend of Remembrance (email from Cllr Kingsley)**

Cllr Kingsley went through her initial email – Cllr Frost was thanked for starting the information gathering for the booklets on the parish history of WW1 for the display in the WI Hall. Further details would be addressed as they progressed.

285.18 **Discussion on the Memorial Garden (access decision + quotes?)**

Cllr Tisdale reported that Tim Marsh had agreed to provide a lump of granite (& engraving) for nothing and have it ready for November. The position of the ramp was agreed and the clerk was to try getting works quoted asap. The garden themselves would need clearing – but it was agreed to try asking the likes of B&Q & Jewsons for excess plants/ materials to support the project, with volunteers being sought from the community to help

with works. Cllrs Tindle & Cole would go in to do an initial trim to see what is already there and get a basic layout done.

A working day of 9th September was agreed – hopefully draft plans for the access ramp would be available then. We need to remember to keep works as low maintenance as possible.

286.18

Financial matters**a. Payments Received - £30.66 (Aed tin 20.66; training £10)**

Bank Reconciliation as at	30.6.18		
Balances	Barclays		£ 20,659.84
	NS&I		£ 7,388.83
less unpresented cheques			
	101400	£ 75.00	
	101402	£ 40.00	
			£ 115.00
			£27,933.67
Balance brought forward			£ 26,294.93
plus receipts			£ 11,257.50
less payments			-£ 9,618.76
on hand balance			£ 27,933.67
PAYE commitment			£ 204.60
VAT commitment			£ 946.99
Cash Book Balance			£ 26,782.08

Proposed: Cllr Cole **Seconded:** Cllr Frost

b. Payments to be made – totalling £3601.81

Date	Cheque Number	Payee	Details of payment	Payment	VAT
Jun 18					
5.7.18	101403	Lisa Clements	Salary & expenses	£350.27	£0.30
25.6.18	101404	CALC	Code of Conduct training	£210.00	£35.00
5.7.18	101405	HMRC	PAYE	£204.60	
19.6.18	101406	Alun Jones / complete weed control	weed spraying (1)	£288.00	£48.00
30.6.18	101407	Bob Sanders	Churchyard cutting	£432.00	£72.00
30.6.18	101407	Bob Sanders	footpath contract	£839.14	£167.82
1.7.18		Ace Decorators (Chris Williams)	WI Hall repaint	£1,100.00	
29.6.18	DD	EE	Mobile Phone Charge	£9.98	£1.66
				£3601.81	£324.78

Proposed: Cllr Cole **Seconded:** Cllr K Phillips - 1 objection

Cllr R Phillips expressed concern that the clerk had entered into a contract with Bob Sanders for maintenance of the churchyard outside her authority and without the agreement of the council. He asked for the minutes where this was agreed to be produced. A heated debate followed as the April/ May minutes were produced and re-read. It was felt by the majority of councillors that the works to cut the churchyard (based on a quote of £160 per cut from Bob Sanders) had been agreed on. Cllr R Phillips said that no-one at the church was aware of these works being agreed at a recent burial he attended. The clerk re-iterated that she had been meeting with David Charles (church treasurer) & Rev Smith about cutting works so was unsure what more contact with the church could be made and that a contract had not been put into place as yet. Cllr R Phillips made it clear he did not think appropriate council agreements had been voted on and that he would be calling this payment(s) into question at the next audit.

c. Updating bank signatories (F Miller to be removed, leaving 3, additional signatory preferable)

It was agreed to add Cllr Kinglsey (vice chair) as a signatory. **Proposed:** Cllr K Phillips **Seconded** Cllr Tindle

287.18 Quarter 1 budget & spending review

Proposed: Cllr Kinglsey **Seconded:** Cllr Wilkinson - 2 abstentions

288.18 Update on play equipment project status (Cormac works start 24.7.18, Outdoor play early Sept – Play Committee meeting to be arranged asap)

The clerk explained that she had tried to find out if the drainage works could be delayed to tie into the equipment installation at the beginning of September but was advised that although they could be postponed it could not be guaranteed when they would then take place. She had therefore not asked for them to be changed. A play project meeting for the 18th had been arranged with a limited agenda already in place. 3 members of the MYCP (working on James Goodman; Kevin Wilkes + 1 other) would be in attendance along with the 4 members of the parish council. Cllr R Phillips suggested that to be official it would be a good idea to co-opt the MYCP members onto a 'Task & Finish' committee (the Play Project) with the general Terms of Reference the clerk had.

It was proposed that 3 members of the MYCP's choosing would be co-opted onto the Play Project committee.

Proposed: Cllr R Phillips **Seconded:** Cllr Frost

289.18 A decision on policy review schedule (currently annual, change to 3 yearly with exception)

Annual policy review including new Policies covering Standing Orders; GDPR & data privacy; safeguarding

It was agreed that discussion of the new GDPR policies, along with revised Standing Order be deferred until September to allow more time for them to be read through. It was agreed to adopt the Safeguarding Policy as it stood. **Proposed:** Cllr R Phillips **Seconded:** Cllr Kingsley

A review schedule for all policies (with the exception being for statutory changes) of 3 years was agreed to.

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

290.18 Planning -

Planning Applications				
A	PA18/05409	Tremoughdale House Tremoughdale Penryn TR10 8JA	Demolition of existing garages and erection of 2 x 1 bedroom apartments including gardens and utility area; sub-division of existing property into 3 x 1 bedroom apartments retaining existing 1 bedroom apartment to include gardens and utility space for each	Members discussed the application and voted to SUPPORT this application in principle as it uses a brownfield site. We would ask that if at all possible the window treatments on the extension try to match into the windows on the main house. Proposed: Cllr Cole Seconded: Cllr Kingsey

B	PA18/05727	Western Approaches Trenoweth Mabe Burnthouse	Proposal Proposed office and storage building.	The Owner explained that the condition placed on the housebuild (extant planning) had made finding a mortgage difficult. This necessitated temporary living accommodations being made from the garage, and its use as office space for the business limited. The business needed the office space to function now. Members discussed the application and voted to SUPPORT this application but would like a condition tying it to the business. Proposed: Cllr R Phillips Seconded: Cllr Cole
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Planning Decisions				
c	PA18/04339	Antron House Church Road Mabe TR10 9HW	Lawful development certificate for proposed garage conversion	Granted
d	PA18/04059	Land to the rear of the New Inn Church Road Mabe TR10 9HN	Variation of condition 2 (approved plans) in respect of PA14/09321 dated 10.02.15 - residential development (2 new dwellings) on land to the rear of The New Inn, Mabe Burnthouse	Approved - although garages returned to original position

291.18 Planning matters arising since 12th June 2017 – Informal appeal hearing PA17/05495 Land south of Coronation Cottages

The clerk explained that an informal Inspectors Hearing had been called and that, since our original comments in November/ December last year, we were now in receipt of the RadClass 7 traffic study and the updated Mat 2018 Affordable Housing numbers. She had therefore drafted a set of additional comments, highlighting this information to be added to our original objection comments.

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

292.18 Update from Cllr R Phillips on CNP meeting on 3.7.18

Cllr R Phillips reported on the CNP meeting where he had presented our Expression of Interest for the Highways bid. It appeared that County Cllr Peter Williams was pushing to get the monies for this year and the next two years rolled into a large pot to fund works for average speed cameras along the A39 (through Perran-ar-worthal) which did not go down very well as it was viewed as more of a Capital/ Strategic works plan that what the devolved CNP highways pot was intended for. Once again agreement on allocation of the pot was deferred – it was requested that all groups wishing to provide a bid have them in for the September 4th (Penryn) meeting when a decision would be made. Cllr R Phillips explained that he would not be able to make this meeting de prior commitment – Cllr Kingsley agreed to attend.

293.18 Correspondence received

	Date	Who	Description of issue	Action taken	Agenda
.1	20.6.18	Mandy Burleigh (CC Planning)	Query on PA18/05409 boundary	Comment required	16
.2	21.6.18	CC Enforcement	EN18/0071 Alleged stationing of a caravan - Ardh Aber Boswin Cider Farm Roskrow	Investigation complete	
.3	21.6.18	Customer relations	Response to complaint about removal of access to enforcement/ proper planning	For info	

			history		
.4	22.6.18	Countryside team, Cormac	Complaint about footpaths 16 & 17	Cutting sorted	
.5	24.6.18	Alan Percy (north cornwall cluster)	Planning committee overruling of NDP	? relevance	
.6	24.6.18 / 5.6.18	Linda West	Clearing /digger work @ land off Antron Way	Clerk dealing	
.7	25.6.18	Chantal McLennan – planning officer	Re: clearing@ land off Antron Way – trenching for archeological survey	Forwarded to L West.	
.8	25.6.18	Ellen Whitby – Exeter Uni	Intro To Science event invite	For info	
.9	25.6.18	Sandra Oram – cc planning	Appeal for PA17/05495 land @ coronation cottages	Full council/ for info	17
.10	2.7.18	Forward from CALC	Police merger	For info	

Please note items classed as ‘for info’ have already been emailed on to all councillors and will not be included in the emailed agenda pack

- Cllr Tisdale stated that item .5 only highlighted the need for a planning consultant to review NDP documents as it appeared that this was all down to wording in the policy restricting areas for development, which is contrary to the plan guidelines and would see it fail.
- Item .10 – if anyone would like to comment as an individual about the proposed police force merger they could do so, but the online questionnaire did seem to be skewed towards a merger as a foregone conclusion so beware of answers. Currently the plans were very short on details and it would be hard to make an informed comment.

294.18 Matters of concern

- Enforcement – Cllr Tisdale had spoken to Hayley Jewel at Enforcement and a new stratagem for reporting enforcement cases to the parishes was under consideration. This would see a report (along with works timeline) being provided on reported cases, revised if/when actions were taken. Currently the only way for a parish council to be aware of any enforcement cases was to be listed as “2nd reportee” when being reported by a member of the public (it gets around GDPR that way).
- Cllr R Phillips – Churchyard safety. There was historic evidence of failing headstone in the order area of the churchyard that were at one time taped/ fenced off. If we were asking Bob Sanders to cut we needed to be sure that the area was safe for him to do so. The clerk had already asked the church for the current “topple test” results but they knew nothing about it. She said that if necessary she would go up one day and perform a cursory test of all of the stones in the (old) churchyard) to make sure none were in immediate danger of falling. She was asked to contact the church to ask to see their Health & Safety policy/ procedures for people undertaking working/ volunteering on the site and pass this onto Bob.

295.18 Items to be added to September Agenda

296.18 Date for next meeting to 13th September at 7.30pm

It was agreed that a planning meeting would take place on 9th August to cover the two sets of planning applications for Kernick Ind Est: **PA18/05511** Proposal Mixed use student accommodation building for up to 329 purpose built student bedspaces etc. Location Units 10, 11a, 11b, 11C And 11D Kernick Road Industrial Estate Parkengue (re: Dec John Lewis Pension Fund presentation) and revised plans received for **PA18/03098**. Any plans received before this date would also be included.

Meeting finished at 9.40pm