

# Mabe Parish Council

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## Minutes – 11 February 2021

Minutes of the meeting of Mabe Parish Council held at 7.30pm on Thursday 11 February 2021, a remote meeting held via Zoom.

**Councillors present:** Councillors: P Tisdale (Chairman), M Wilkinson (Vice-Chairman), J Frost, T Kingsley, K Phillips, R Phillips, Terry Tindle (until Minute MPC185), K West.

**In attendance:** 0 members of the public

**Officer present:** Clerk to the parish council

Minute no:	Agenda Items
	<b>Chairman's Announcements</b>
MPC171	<b>Apologies for absence</b> - were received from Cllrs Cole and Thomas.
MPC172	<b>Members' Declarations of Interests</b>  Cllr Kingsley declared an interest in Minute MPC179 (Development at Antron Way), as a neighbouring landowner, and withdrew from the meeting during discussion on this item (moved to the <i>Zoom</i> waiting room).  Cllr West declared an interest in Minute MPC179 (Development at Antron Way), as a neighbouring landowner, and withdrew from the meeting during discussion on this item (moved to the <i>Zoom</i> waiting room).
MPC173	<b>To approve written requests for dispensation</b>  A written request for a dispensation had been received from Cllr K West. It was noted that Cllr West had requested to speak in his capacity as a resident of the parish, during the public speaking period.  <b>Resolved</b> – not to grant a dispensation.
MPC174	<b>Cornwall Councillor report</b>  None.
MPC175	<b>Public Speaking</b>  A local resident attended to set out his concerns at preliminary works at the Antron Hill site, explaining that this raised bigger issues than just the current development.  He set out the routes for challenge which had been explored, including Cornwall

	<p>Councillor, MP and Planning Inspectorate, seeking enforcement of the conditions attached to the planning permission, in view of concerns at enforcement carried out by Cornwall Council. Various agencies had referred the complainant back to Cornwall Council.</p> <p>The parish council was asked to take action to ensure that planning conditions were adhered to.</p>
MPC176	<p><a href="#">Minutes of meeting of the council held on 14 January 2021</a></p> <p><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.</p>
MPC177	<p><b>Clerk's update report</b></p> <ul style="list-style-type: none"> <li>- Chyan Farm – the update was noted and it was agreed that this item had been actioned and could be removed from future update reports.</li> <li>- MYCP meeting re the play equipment – agreed to meet by <i>Zoom</i> on a Thursday evening, next week or the week following. Cllrs Tisdale, Wilkinson, Kingsley and Frost to attend on behalf of the parish council</li> <li>- Cllrs ID lanyards – it was agreed to ask Bea Gaulke to source lanyards, after the elections in May</li> <li>- Bins – to be an agenda item for the March meeting. Cllr Kingsley to discuss with Mark Smith.</li> <li>- Litter on the A394 – noted the update on recent litter picks by Cormac.</li> </ul>
MPC178	<p><b>Planning Applications</b></p>
	<p>a) <a href="#">PA21/00184</a> – Land adjacent to Tremoughdale House, Tremoughdale, Penryn – Construction of a single detached dwelling and garage – outline with all matters reserved.</p> <p>It was noted that the development site was largely in the adjoining parish.</p> <p>There would be little impact on the surrounding area, and it was noted that trees bordering the site would be retained.</p> <p><b>Resolved</b> - that the application be supported. It is noted that there appears to be an anomaly, that pre-app discussions seemed to indicate that a soakaway would not be suitable, and yet a soakaway is proposed.</p>
	<p>b) <a href="#">PA21/00528</a> – Falmouth HWRC, Carveth Farm, Treliever Road, Falmouth, Mabe Burnthouse TR10 9DH – Non-material amendment in respect of PA14/01144 to temporarily amend the approved operating hours for a period of five weeks to permit the opening of the site to members of the public until 18:00 hours and then allow site staff a 30-minute period to undertake necessary site operations and a further 30 minutes until 19:00 hours, for the necessary bin exchanges required on five consecutive Wednesdays from Wednesday 3<sup>rd</sup> March 2021 up to an including Wednesday 31<sup>st</sup> March 2021</p> <p><b>Application withdrawn – noted.</b></p>
	<p>c) <a href="#">PA21/00456</a> – 45 Kingston Way, Mabe Burnthouse – Works to trees, namely: Oak tree, three limbs, to bring back the lower limbs by removing 2-3 metres, removal</p>

	<p>of all dead wood; Sycamore, slight trimming – subject to a Tree Preservation Order (TPO)</p> <p><b>Resolved</b> – to support, provided that the County Forester is happy that the proposed works are acceptable.</p>
MPC179	<p><b>Development at Antron Way (PA18/04092)</b></p> <p>Cllrs Kingsley and West each declared an interest in this item (each are neighbouring landowners) and withdrew from the meeting during its consideration (moved to the Zoom waiting room).</p> <p>The council was updated on advice received from the planning service at Cornwall Council, that the works on site to date was not considered to be development.</p> <p>During discussion on this matter, the concerns raised earlier in the meeting by a member of the public with regard to this application were noted.</p> <p>It was acknowledged that taking a negative approach with Cornwall Council would not be productive and parish councillors preferred to seek a post-application arrangement as a more positive way to move forward, working together to ensure compliance and help enable community buy-in to the development. The suggestion was for a monthly meeting held the week before parish council meetings to enable updates to the parish council.</p> <p>During discussion it was noted that there was a document on the Cornwall Council website setting out a proposal to reduce the number of affordable units in the development from 17 to 14, and for Cornwall Council to provide the remaining 3 affordable units.</p> <p><b>Resolved</b> –</p> <ol style="list-style-type: none"> <li>1) to request a post-application arrangement, seeking regular communications between the developer, planning officer and a parish council representative; and</li> <li>2) to ask Cornwall Council why the parish council was not consulted on the reduction of affordable units in the Antron Way development, wording of the letter to be approved by Cllrs P Tisdale and R Phillips.</li> </ol>
MPC180	<p><b>Mabe Emergency Group</b></p> <p>Cllr Wilkinson reported that there would be another pasty-run next Tuesday, using funds from the MEG account, as there had been no food requests this lockdown. Phone buddies were also still operating, organised through MEG.</p> <p><b>Agreed</b> – that the MEG funds would pay for the pasties, a claim for the expense will be put to the March council meeting.</p>
MPC181	<p><b>Mabe Neighbourhood Plan</b></p> <p>Cllr West reported that:</p> <ul style="list-style-type: none"> <li>- ACOM are carrying out a site visit this week, a walk-around of the parish. Land availability assessment, in a covid-secure way. Draft report by end of month.</li> <li>- ACOM are drafting the design codes and these are expected by the end of the month.</li> </ul>

	<ul style="list-style-type: none"> <li>- These reports should be available for the next meeting</li> <li>- Deadline for the questionnaire has been extended to the next meeting (101 replies to date)</li> <li>- clean energy strategy has been completed by the university students and is available via Dropbox, though some cllrs had been unable to access the document. Cllr West to circulate the login details for Dropbox.</li> <li>- The university have offered four representatives who may attend the next NDP meeting</li> <li>- It was asked whether other 'green' groups may wish to speak to Paul, currently working on the green spaces strategy</li> </ul> <p><b>Agreed</b> – that the update be noted.</p>
MPC182	<p><b>Play Equipment inspection – January 2021</b></p> <p><b>Resolved</b> – to note the inspection report.</p>
MPC183	<p><b>Handover of Play equipment at Mabe Youth &amp; Community Project</b></p> <p><b>Noted</b> – that this matter had been discussed under the Clerk's update report, agenda item above.</p>
MPC184	<p><b>Review of S.106 funded projects</b></p> <p>Updates were considered at the meeting:</p> <ul style="list-style-type: none"> <li>• The MYCP management committee were supportive of seating (and suggested that the s.106 funds could help pay for picnic benches by the play area), but were concerns that there would be additional litter. Noted that the rubbish bins which had been included in the original Cormac design at either end of the footpath had not been installed</li> <li>• PA12/09580 (Treliever Road) (play area at MYCP) – repayment of £5,070 had been claimed from Cornwall Council (payment not yet received)</li> <li>• PA07/00412/FM (Tremough Barton Farm) (ReGreen Mabe) – works are underway, planters to be made for locations around the village, signs and path at the Memorial Garden</li> <li>• PA10/08470 (Antron Hill) - £2,978 was being reclaimed from Cornwall Council (fencing/drainage works at MYCP in 2020), and an application needs to be submitted for the remaining £7,372. <b>Cllr suggestion: application for basketball hoop and tarmac next to the skatepark.</b> This was received with positivity, however the council's preference is to seek an extension, for open space works to complement the (delayed) traffic scheme.</li> <li>• Noted that the timbers and joining hardware had been purchased for the planters. Geotextile would be purchased and the cost claimed from this council.</li> </ul> <p><b>Actions:</b></p> <ol style="list-style-type: none"> <li>i. <b>Clerk to seek an extension for use of PA10/08470 funds, to allow for delayed traffic scheme</b></li> <li>ii. <b>ReGreen Mabe – 2 benches (for the play area) to be sourced from Celtic Garden Furniture, to also be asked to re-site two benches from MYCP to the memorial garden. More benches to be ordered for the school playing field,</b></li> </ol>

	<p>after locations agreed with the school and the MYCP.</p> <p>iii. £50 agreed for apple rootstocks, for the apple grafting project.</p> <p>iv. Spargo Court – the clerk to seek permission for planning, to be funded from the s.106 funds from the Antron Way development – an application will need to be submitted.</p> <p>CLlr Tindle left the meeting at this point.</p>
MPC185	<p><b>Footpaths:</b></p> <p>Members considered the written report circulated prior to the meeting.</p> <p><b>Resolved –</b></p> <ol style="list-style-type: none"> <li>1. that the actions of the Footpaths Working Group in progressing the enhanced LMP project works, be noted and endorsed</li> <li>2. to sign up to the LMP footpaths maintenance agreement for 2021/22</li> <li>3. to seek three quotes for the footpath maintenance work for the 2021 season, including from R Sanders, R George, and Greens.</li> </ol>
MPC186	<p><b>Review of Grants Policy</b></p> <p>Members considered the written report circulated prior to the meeting.</p> <p><b>Resolved –</b> that the Grants Policy be amended with the addition of the wording as set out in the report.</p>
MPC187	<p><b>IT and remote meetings</b></p> <p>Members considered the written report circulated prior to the meeting.</p> <p><b>Resolved –</b> that three quotes will be sought, for setting up a .gov.uk domain name and associated outlook email accounts, to purchase the Microsoft 365 packages for clerk and cllrs as set out in the report, and for support to livestream council meetings online. Quotes to be sought from the provider mentioned in the report, Andy Blowman (Falmouth Computers), and another provider.</p>
MPC188	<p><b>Parish Council Facebook Page</b></p> <p>Members considered the potential for the parish council to set up a Facebook page, to have a social media presence online and improve communications with a wider demographic of local residents. It was noted that there were already Facebook pages for the Mabe NDP, MEG and the Climate Group.</p> <p>It was agreed to defer this item to the next meeting for further consideration on the purpose and operation of a Facebook page.</p>
MPC189	<p><b>Arrangements for council meetings, the Annual Electors Meeting 2021 and the 2021 parish council elections</b></p>

	<p>Members considered the report which set out considerations in relation to the arrangements for forthcoming meetings. It was noted that the temporary legislation which enabled remote meetings would cease from 7 May 2021, at which time councils would need to return to physical meetings.</p> <p>During discussion on returning to physical meetings, cllrs expressed strong beliefs that everyone should be able to participate in meetings. Some people might not be able to take the covid-19 vaccine, others might be shielding (eg disabled, or compromised immune systems), or required to self-isolate – they should still have a right to participate. There was agreement that remote meetings should be enabled to be held during and beyond lockdown.</p> <p><b>Resolved</b> – to write to the MP to raise concern that the lifting of the legislation permitting remote meetings, in May 2021 would be too soon, in view of the current uncertainty regarding the covid-19 pandemic. The council considers that at this stage it is better to keep options open and for remote meetings to continue to be able to be held.</p> <p><b>Resolved</b> – to hold the Annual Electors meeting on Thursday 25 March 2021</p> <p><b>Resolved</b> – to hold the Annual Council meeting on Thursday 20 May 2021</p> <p><b>Resolved</b> – to hold an additional meeting of the Council on Thursday 29 April 2021.</p>																		
MPC190	<p><b>Climate Group – regular update</b></p> <p>Cllr Kingsley reported that the climate group had given out 38 trees so far as part of the Forest for Cornwall project. Recipients of the trees had been pleased.</p>																		
MPC191	<p><b>University Update</b></p> <p>No update.</p>																		
MPC192	<p><b>Request for grit bin – Spargo Court</b></p> <p>After considering a request from a member of the public, for a grit bin at Spargo Court, it was</p> <p><b>Resolved</b> – to ask Coastline to provide a grit bin for their residents in Spargo Court, and Gweal Darras.</p>																		
MPC193	<p><b>Schedule of payments</b></p> <p><b>Resolved</b> – that the payments set out in the schedule be approved for payment.</p> <table border="1" data-bbox="379 1608 1426 2049"> <thead> <tr> <th data-bbox="379 1608 762 1697">Payee</th> <th data-bbox="762 1608 1257 1697">Purpose</th> <th data-bbox="1257 1608 1426 1697">Amount (inc VAT)</th> </tr> </thead> <tbody> <tr> <td colspan="3" data-bbox="379 1697 1426 1753"><i>Payments by online banking</i></td> </tr> <tr> <td data-bbox="379 1753 762 1843">Cornwall Council</td> <td data-bbox="762 1753 1257 1843">Mabe NDP, Landscape Statement work (June 2020)</td> <td data-bbox="1257 1753 1426 1843">£874.80</td> </tr> <tr> <td data-bbox="379 1843 762 1933">Southwest Playground Safety Inspections</td> <td data-bbox="762 1843 1257 1933">Playground inspection – January</td> <td data-bbox="1257 1843 1426 1933">£30.00</td> </tr> <tr> <td data-bbox="379 1933 762 1989">L Dowe</td> <td data-bbox="762 1933 1257 1989">Clerk’s salary (January) <b>(note 1)</b></td> <td data-bbox="1257 1933 1426 1989">£361.60</td> </tr> <tr> <td data-bbox="379 1989 762 2049">L Dowe</td> <td data-bbox="762 1989 1257 2049">Clerk’s expenses (January) <b>(note 2)</b></td> <td data-bbox="1257 1989 1426 2049">£14.39</td> </tr> </tbody> </table>	Payee	Purpose	Amount (inc VAT)	<i>Payments by online banking</i>			Cornwall Council	Mabe NDP, Landscape Statement work (June 2020)	£874.80	Southwest Playground Safety Inspections	Playground inspection – January	£30.00	L Dowe	Clerk’s salary (January) <b>(note 1)</b>	£361.60	L Dowe	Clerk’s expenses (January) <b>(note 2)</b>	£14.39
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	HMRC	PAYE tax and NI (Month 10) <b>(Note 3)</b>	£90.40
	<i>Payments by Direct Debit</i>		
	EE	Jan '20 mobile phone contract (DD on 6/2/21)	£10.46
MPC194	<b>Finance report and bank reconciliation</b> <b>Resolved</b> - to approve the budget monitoring report and monthly bank reconciliation		
MPC195	<b>Correspondence</b> None.		
MPC196	<b>Agenda items for a future meeting</b> - Suitability of WI Hall for return to physical council meetings. (eg heat/ventilation/steps)		
MPC197	<b>Matters for decision, information excluded from the press and public</b> <b>Resolved</b> 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		
MPC198	<b>Internal Auditor</b> After considering the report on the quotes and working methodology of a number of internal auditors, it was <b>Resolved</b> – to appoint Robert Larter as the internal auditor for the coming financial year end and 2021/22 financial year.		
	<b>Meeting closed: 10.15pm</b>		<b>Signed by C: .....</b>