

Mabe Parish Council

Tel: 07964 735 219

Email: mabeparish@gmail.com

Minutes – 13 August 2020

Minutes of the meeting of Mabe Parish Council held at 7.30pm on Thursday 13 August 2020, a remote meeting held via Zoom.

Councillors present:

Councillors: P Tisdale (Chairman), M Wilkinson (Vice-Chairman), C Cole, J Frost, T Kingsley, K Phillips, R Phillips, A Thomas, Terry Tindle, K West

Officer present:

Parish Clerk

Also attending: No others attending.

Minute	Agenda Items
	Chairman's Announcements The Chairman welcomed everyone to the meeting.
MPC031	Apologies for absence – None
MPC032	Members' Declarations Cllr K Phillips declared an interest in Minute MPC047 (grants – Mabe Christmas Lights) as a representative of the Mabe Christmas Lights group, and withdrew from the meeting during consideration of this item. Cllr R Phillips declared an interest in Minute MPC041 (Play equipment at MCYP) as a member of the management committee of the MYCP and abstained from voting on this matter.
MPC033	To approve written requests for dispensation None.
MPC034	Cornwall Councillor report None
MPC035	Public Speaking None
MPC035	<u>Minutes of meeting of the council held on 9 July 2020</u> Resolved – 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.

MPC036	Clerk's update report Members' thanked the Clerk for the information and presentation of this report, and the s.106 report to be considered later in the meeting. A question was asked about the re-opening of the play area and it was noted that the council was waiting for repair work to be completed, to be assured of safety upon re-opening.	
MPC037	Planning Applications	
	a)	PA20/05648 – Higher Boswin, Roskrow TR10 9AW – Proposed first floor extension Resolved – to support the application.
	b)	PA20/05404 – Michco 1020 Ltd, 30 Parkengue, Penryn TR10 9EP – Installation of a CO ₂ storage tank 6m(h) on the West elevation adjacent to existing Malt storage silos 9m(h), Installation of additional extract Flue on South elevation through roof, creation of a hardstanding on the East elevation for storage of Kegs and palettes and new fire exit door opening in South elevation, replacement of existing roller shutter in South elevation with glazed doors to create a new 'main' entrance to the building, new aperture in West elevation for an area of glazing. Resolved – to support the application.
	c)	PA20/06054 – 3 Carnsew Close, Mabe Burnthouse TR10 9HE – Proposed new residential annex to existing dwelling, new garage to replace existing and rear extensions. Resolved – to support the application, provided that it remains ancillary to the main dwelling, and should not be let or used as a separate residential unit.
	d)	PA20/05890 – Workshops at Higher Spargo, Mabe TR10 9JQ – Certificate of Lawfulness in respect of an existing use of building as workshops and the use of land in connection with those uses. Resolved – that the application be supported. Cllrs Tisdale, R Phillips, Tindle requested that their names be recorded as voting against the resolution.
	e)	PA20/05993 – Higher Treliever Farm, Windmill Barn, Longdowns TR10 9DH – Change of use of agricultural field to domestic curtilage. Resolved – that the application be supported.
MPC038	AUDIT AND GOVERNANCE After considering the circulated documentation, it was	

	<p>Resolved – to receive and approve the report of the internal auditor</p> <p>Resolved – to approve the Annual Governance Statement 2019/2020</p> <p>Resolved – to approve the AGAR Accounting Statements 2019/2020</p> <p>Resolved – to</p> <ol style="list-style-type: none"> 1. receive and approve the Asset Register as at 31 March 2020 2. approve the current insurance cover, as at 31 July 2020 (noting that the address for the Bier House is to be corrected) 3. approve the Financial Risk Assessment
MPC039	<p>Accounts software</p> <p>Following consideration of the potential to use sector specific accounts software, designed for parish councils, it was</p> <p>Resolved - to switch the accounting system to the Rialtas (Alpha) accounts software package, with immediate effect.</p>
MPC040	<p>Mabe Neighbourhood Plan</p> <p>It was noted that Cllr Wilkinson has been appointed as the Secretary to the Mabe NDP Steering Committee, a Treasurer was due to be appointed.</p> <p>Further update from Cllr West on activities of the NDP Steering Committee:</p> <ul style="list-style-type: none"> - Met with university to discuss consultations and surveys (funded by Cornwall Council) - Cornwall Council had advised that land near the Kingston Way housing estate may still be used as a 'green buffer' - CC advised – that there is a master plan for land near the quarry at Antron Way, awaiting discussion with relevant officer - Waiting for update on finances available - Preparing for launching the questionnaire - The website is up and running, but has not been very well visited by the community and so would benefit from being highlighted via social media <p>In response to a question about circulating the questionnaire to everyone in the parish, the university was reviewing how to make it widely available, and it is planned for a postcard to go to each household, advising where it can be accessed online and how to participate without IT/internet access. All efforts to include the wider community, in line with current restrictions due to covid-19 risk.</p> <p>Some concern was expressed that the demographic of the village meant that it was unlikely that many would respond to an online/phone questionnaire, noting that the postcard would give a number to call, to request a paper questionnaire. Circulating a questionnaire to all households was viewed by the NDP Steering Committee to be too costly.</p>

	<p>It was suggested that paper copies of the questionnaire could be available from the post office and/or pub. There was also discussion around the possibility for volunteers (eg the Mabe Matters distributors) to hand-deliver the paper copies.</p> <p>Completed questionnaires are likely to be returned online, at the pub/post office, and could be collected following phone call. A postal questionnaire was suggested to be more representative as there would be one questionnaire per household.</p> <p>It was suggested that the NDP team at Mawnan be asked their response rate, Cllr West advised a 2.5% return on postal questionnaire.</p> <p>Cllr West was asked to report back on the printing costs, and it was agreed that there was likely an option to ask the Mabe Matters volunteers to deliver the questionnaires to households across the parish, if this can be carried out in a covid-secure way.</p> <p>Mylor's NDP consultation strategy was referred to, as a blueprint for consultation, especially during covid-19 restrictions.</p> <p>The draft agreement for the NDP consultant would be presented to the next meeting of the parish council.</p> <p>Approval of NDP expenditure</p> <p>The report circulated prior to the meeting set out proposed arrangements for payments from the NDP funds held (ie the grant funding received, and the earmarked reserves allocated from parish council funds. After discussion it was</p> <p>Resolved – that the NDP Steering Committee will carry out sourcing and quotes, and then send the details to the Clerk to place the order, for invoices to be issued to the parish council, as the NDP funds are held by the parish council and are to be administrated under the council's Financial Regulations.</p>
MPC041	<p>Play equipment at Mabe Youth & Community Project:</p> <p>Cllr R Phillips declared an interest in this item as a member of the MYCP Management Committee, and abstained from voting on this item.</p> <p>Members were advised of the recommended repair works to be carried out on the play equipment. The clerk advised that the majority of the repair/maintenance issues needed were covered under the warranty from the company who had supplied and installed the equipment and either had been carried out, or were due to be carried out in the coming days/weeks.</p> <p>As a safety precaution in relation to covid-19 infection risk, signage had been purchased and installed at the site, advising users on steps to stay safe while using the equipment.</p> <p>With the covid-19 safety measures in place, the play area was due to re-open once the repair and maintenance issues had been carried out.</p>

	<p>During discussion it was agreed to work to complete the repairs to re-open the play area as soon as practicable, and then return to discussions with the MYCP to move forward with the handover of the play equipment.</p> <p>Resolved – to delegate to the Clerk in consultation with the Chairman and Vice-Chairman in order for the necessary repair works to be carried out, and to also email the costs to all cllrs in advance so that all are aware of the costs.</p> <p>Resolved – to supply signs to advise that dogs are not permitted in the play area at the MYCP.</p>
MPC042	<p>Review of S.106 funded projects</p> <p>Members considered the written report circulated prior to the meeting.</p> <p>The remaining £7,440 of the Antron Hill s.106 fund was agreed to be discussed at the next meeting as an application would need to be submitted to seek approval for the parish council to incur the expenditure.</p> <p>The Re-Green Mabe project had stalled while the covid-19 lockdown had been in place, and the disruption that had followed. It was thought that it would now be possible to re-start the implementation of the proposed works and Cllr Kingsley volunteered to start again on reviewing the plans and seeking quotes to move the works forward.</p> <p>It was noted that the proposed planters by the bus shelter should be achievable as the land is owned by the parish council. (Purchased from St John Ambulance).</p>
MPC043	<p>Footpaths:</p> <ul style="list-style-type: none"> - LMP cutting works <p>This to be progressed by convening a meeting of the footpaths working group.</p> <ul style="list-style-type: none"> - Leaflet proposal <p>This to be progressed by convening a meeting of the footpaths working group.</p> <ul style="list-style-type: none"> - ‘Lost’ footpaths <p>Cllr Tisdale has looked at this, and one path stops due to the quarry, the other could potentially be reinstated as a footpath around the quarry. He advised that there was little scope to pursue this. It was Agreed that this matter be noted, and that the original email request would be circulated to all councillors for information, and could be brought back to council for further discussion if there was thought to be the potential to usefully re-open historic footpaths linking parishes.</p>

	<p>It was noted that the process to add footpaths to the definitive map involved a good deal of time in compiling the evidence needed, and then potentially years of waiting while the application worked through Cornwall Council's backlog of definitive map applications.</p>
MPC044	<p>Enhanced LMP funding opportunity</p> <p>This to be progressed by convening a meeting of the footpaths working group.</p>
MPC045	<p>Management of trees – Memorial Garden</p> <p>Members considered a request from a neighbour, for management of the trees in the Memorial Garden.</p> <p>Resolved – that Cllr Tisdale will ask a local tree surgeon to advise on whether works are needed. Agreed that if needed, a tree surgeon will be asked both to carry out the work and submit the planning application needed (there are Tree Preservation Orders in place), and so agreement in principle to incurring the costs involved. To be funded through s.106 funds if possible.</p> <p>Also Resolved – that a wreath will be purchased for VJ Day and placed by the Chairman in the Memorial Garden.</p>
MPC046	<p>Request from member of the public – does the parish council intend to contest the planning appeal decision, regarding the grant of planning permission to the development at Land off Antron Way</p> <p>This matter was considered and although there was disappointment with the Planning Inspectorate decision, it would be too costly to pursue, and with little to no prospect of changing the decision.</p> <p>It was agreed that it would be more productive for the parish council to be proactive in seeking for the planning conditions to be adhered to.</p> <p>The Chairman advised that councillors with relevant emails on this matter could forward them to Louise Wood, in the planning team at Cornwall Council, and that this could be done as a private individual.</p>
MPC047	<p>Grant applications</p> <ul style="list-style-type: none"> - Helford River Children's Sailing Trust <p>Resolved – to award a grant of £500 to be put towards the cost of providing sailing training for children of Mabe parish through the classes accessed through Mabe School.</p> <ul style="list-style-type: none"> - Mabe 1st Brownies <p>Resolved – to award a grant of £500.</p> <ul style="list-style-type: none"> - St Laudus Church <p>Resolved – not to award a grant on this occasion as the parish council is limited in funding</p>

	<p>for church buildings or land.</p> <ul style="list-style-type: none"> - Mabe Christmas Lights <p>Resolved – to award a grant of £400.</p> <ul style="list-style-type: none"> - Mabe Youth & Community Project <p>Resolved – that a grant of £300 be granted to help the hall to re-open with the additional covid-19 precautions.</p> <p>It was noted that if there was a second spike of covid-19 outbreak, it would be prudent to retain funds for other community groups if needed, including MEG.</p>
MPC048	<p>Schedule of payments</p> <p>Resolved – that the expenditure set out in the scheduled circulated prior to the meeting, be approved for payment.</p>
MPC049	<p>Finance report and bank reconciliation</p> <p>Resolved – to note the finance report and bank reconciliation.</p>
	<p>Agenda items for a future meeting</p> <ul style="list-style-type: none"> - Installation of rubbish bins
<p><u>Meeting closed at 10.20 pm</u></p>	<p><u>Signed by Chairman:</u></p>