

# Mabe Parish Council

## Minutes – 13 July 2023

Minutes of the monthly meeting of Mabe Parish Council held on Thursday 13 July 2023 at 7.00pm at Mabe Parish and WI Hall, Antron Hill, Mabe.

**Councillors present:** Councillors: P Tisdale (Chair), K West (Vice-Chair), C Cole, B Galke, T Tindle, A Wills

**Cornwall Councillor:** C.Cllr Bastin

**Officer support:** Clerk/RFO

Agenda no:	Agenda Items
MPC23.24.81	<b>Apologies for absence</b> - were received from Councillors Phillips, Simmons, Thomas and Wilkinson.
MPC23.24.82	<b>Members' Declarations of Interests</b> Cllr Cole declared an interest in Minute 88(a) (planning application) as an employee of a company who may carry out work for the development, and withdrew from the meeting during consideration of that item.
MPC23.24.83	<b>To approve written requests for dispensation</b> – None
MPC23.24.84	<b>Cornwall Councillor report</b> C.Cllr Bastin reported on the following: <ul style="list-style-type: none"><li>- the first meeting of the new CAP (Community Area Partnership) had been held and Cllr West has volunteered to serve on the Funding Panel. Dates of forthcoming CAP meetings were given.</li><li>- there are remaining funds in the Highways Scheme for the area</li><li>- Budock Parish Council have invited Alan Mason (Enforcement, Cornwall Council) to meet and discuss enforcement issues, and so he may also come to Mabe if the council requests it.</li><li>- Community Capacity Fund, this area has been under-represented in the funding round, and so worth encouraging applications. Applications can be submitted by the parish council and by community organisations. Members noted that the council could submit a funding application for purchasing the field off Antron Hill, previously sought through devolution.</li></ul> Cllr West volunteered to research potential for grant funding for projects in Mabe. It was reported that there had been a motorcycle accident on the junction where there had been the recent fatal accident.
MPC23.24.85	<b>Public Speaking</b> – None
MPC23.24.86	<a href="#"><u>Minutes of meeting of the council held on 8 June 2023</u></a> <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 Chair as a true and accurate record of the meeting.

MPC23.24.87	<b>Clerk's update report</b> - A brief verbal update was given and noted.
MPC23.24.88	<b>Planning Applications</b>
	<p>a) <a href="#">PA23/04862</a> – Land south of Coronation Cottages, Coronation Cottages, Mabe Burnthouse – Application for non-material amendment to PA21/07544 for Reserved matters for appearance, layout, scale and landscaping for the erection of 30 dwellings following outline planning permission PA19/03269 dated 16.12.2019, namely 1) House type changes 2) Minor changes to the positioning of some units.</p> <p>Councillor Cole declared an interest in this item as his employer may carry out work on this proposed development, and withdrew from the meeting during consideration of this item.</p> <p><b>Resolved</b> – that the parish council considers that these are not minor amendments and so call for this application to be refused and for a full planning application to be submitted.</p>
	<p>b) <a href="#">PA22/10208</a> – Community Field, Chyan Farm, Jobs Water, Penryn – Retrospective change of use to Educational and Agricultural uses</p> <p><b>Resolved</b> – that the parish council objects to the application. There is insufficient detail included in the application documents. Based on the documents provided, the parish council has the following observations:</p> <p>The application is for a change of use to Educational and Agricultural use. Whilst there is no indication as to its former use, which it is assumed was agricultural, the application infers that the proposed Tented Dome is temporary and for educational use. The purpose of inclusion of the plans, appertaining to the Sky Barn and Straw Bale building is unclear. It is unclear what class the change of use is from or to. It is also unclear if the proposed building relates to just the Dome tent or includes a sky barn and straw bale building. If it relates to the Domed Tent, again is this for a temporary structure for an educational building. This is of some importance as under the The Town and Country Planning (General Permitted Development) (England) Order 2015 part 4 Class A temporary Buildings. The Criteria that must be met changes in terms of both permitted and not permitted development, depending on what classification is applied. This change is in regard to temporary use and educational use.</p>
	<p>c) <a href="#">PA23/05207</a> – Mabe Parish Hall, Antron Hill, Mabe Burnthouse, Penryn – Works to trees under a tree preservation order (TPO) namely: 1517 (Beech) – Crown lift. 1518 (Sycamore) – Coppice. 1520 (Sycamore) – Crown reduce. 1522 (Beech) – Remove</p> <p><b>Resolved</b> – to support the application, provided it is supported by the County Tree Officer.</p>
	<p>d) <a href="#">PA23/05360</a> – Land south of Coronation Cottages, Coronation Cottages, Mabe Burnthouse TR10 9HA – Non-material amendment to decision PA21/07544 dated 20.05.22 to reduce the road width to 4.8m as shown on the submitted plan.</p> <p><b>Resolved</b> – that the application is not supported, there is insufficient detail relating to the amendment referred to. It was noted that the drawing on the application is dated April 2021.</p>
MPC23.24.89	<b>Scheme of Delegation</b>

	<p><b>Agreed</b> – to defer to a future meeting, pending detailed review by councillors.</p> <p>Councillors volunteered to help review all council policies. The Clerk to share the policy documents through an online file to enable comments and editing. A register of policies also to be compiled.</p>
MPC23.24.90	<p><b>Terms of Reference for committees</b> – <i>To approve and adopt the Terms of Reference of the council's committees/working groups</i></p> <ul style="list-style-type: none"> <li>- Staffing Committee; Finance Committee; Planning Sites Committee; Planning: 5 Day Protocol Procedure</li> </ul> <p><b>Agreed</b> – to defer to a future meeting, pending detailed review by councillors.</p>
MPC23.24.91	<p><b>Review of Asset Register</b></p> <p><b>Agreed</b> – to defer to a future meeting, pending detailed review by councillors.</p>
MPC23.24.92	<p><b>Review of the Council's Financial Risk Assessment</b></p> <p><b>Agreed</b> – to defer to a future meeting, pending detailed review by councillors.</p>
MPC23.24.93	<p><b>Review of council policies</b></p> <p><b>Agreed</b> – to defer to a future meeting, pending detailed review by councillors.</p>
MPC23.24.94	<p><b>Mabe Neighbourhood Plan</b></p> <p>Cllr West reported that the referendum will be held on 10 August, also that there have already been planning applications for which the emerging Mabe NDP policies have been used. This update was welcomed.</p>
MPC23.24.95	<p><b>Update on use of s.106 funds</b></p> <p><b>Resolved</b> – to use the remainder of the s.106 funds (£716 approx) for planting and landscaping of the land behind the bus shelter, Treliiever Road (see Minute 97 below).</p>
MPC23.24.96	<p><b>s.106 funding application</b> <i>To agree a project and submit an application for use of funds (£7,692) re PA10/08470 Land at Antron Hill</i></p> <p><b>Resolved</b> – to submit an application for the remaining s.106 funds (PA10/08470) to be used towards the purchase or improvement of land off Antron Hill, previously requested to be devolved by Cornwall Council.</p>
MPC23.24.97	<p><b>Garden area behind the bus shelter, Treliiever Road</b> <i>To consider granting funds, such as s.106 funds, to Blooming Mabe to maintain and improve the area [Cllr West]</i></p> <p>Members considered the report and discussed the options for improving the area.</p> <p><b>Resolved</b> – to seek three quotes from gardening/landscaping contractors for clearance of the land ready for planting. Cllr Tindle volunteered to seek three quotes, based on cost and timescale, to be ready for planting in early September.</p> <p><b>Resolved</b> – grant £716 as funding to Blooming Mabe for the planting (being the remaining funds from the s.106 ReGreen Mabe project allocation.)</p>
MPC23.24.98	<p><b>Fencing or planting behind the bus shelter on Treliiever Road</b> <i>To consider options for improving the amenity and security of the land behind the bus shelter</i></p>

	<p><b>Resolved</b> – that at this moment in time the parish council is unable to proceed with a fence, should the situation change in the future, the parish council would revisit this matter.</p>															
MPC23.24.99	<p><b>Safety issues at the junction of Trewarton / Treliiever Road</b> <i>To consider a request for Speedwatch at this location, and a change to road markings [Cllr Wilkinson]</i></p> <p>Members considered the request for Speedwatch and a change of road markings.</p> <p>Cllr Tisdale reported that Speedwatch could not operate at this location. There had been email correspondence circulated prior to the meeting which had established that the road markings were permissible under traffic regulations.</p> <p>It was <b>noted</b> that there was no action for the parish council to take on this matter.</p>															
MPC23.24.100	<p><b>Mixed cycle and pedestrian use of College and Argal reservoirs</b> <i>To receive an update on recent site meeting instigated by a local resident [Cllr Wilkinson]</i></p> <p><b>Resolved</b> – that the parish council is fully supportive of the proposal.</p>															
MPC23.24.101	<p><b>The Bier</b> – <i>to consider where the funeral bier should be stored and to what use it may be put</i></p> <p>The Bier House is due to be cleared by Cllrs West, Phillips and Wilkinson.</p>															
MPC23.24.102	<p><b>Halvasso traffic</b> – <i>to consider writing a letter to Westcountry to ask that their drivers do not drive through Halvasso [Cllr Galke]</i></p> <p><b>Resolved</b> - to write to Westcountry and to Arla to say that the parish council has had it drawn to their attention that their vehicles drive through Halvasso at an undue speed, and so it is requested that their drivers be asked either to reduce the speed to match the road conditions and other road users, or to seek to use other routes.</p>															
MPC23.24.103	<p><b>Training</b> <i>To consider requests for training at forthcoming training opportunities – None.</i></p>															
MPC23.24.104	<p><b>Grant applications</b></p> <p>Members considered the grant applications deferred from the June meeting.</p> <p><b>Resolved</b> – to grant £500 to Mabe Christmas Lights for the purpose set out in the grant application.</p> <p><b>Resolved</b> – to grant £150 to Citizens Advice Cornwall for the purpose set out in the grant application.</p>															
MPC23.24.105	<p><b>Schedule of payments</b></p> <p><b>Resolved</b> – to approve the payments as set out in the payments schedule below:</p> <table border="1" data-bbox="349 1668 1342 2083"> <thead> <tr> <th>Payee</th> <th>Purpose</th> <th>Amount (inc VAT)</th> </tr> </thead> <tbody> <tr> <td colspan="3"><i>To be paid by online banking</i></td> </tr> <tr> <td>Mabe Christmas Lights</td> <td>Grant payment</td> <td>£500.00</td> </tr> <tr> <td>Citizens Advice Cornwall</td> <td>Grant payment</td> <td>£150.00</td> </tr> <tr> <td>Rialtas Business Solutions Ltd</td> <td>Accounts software annual support and maintenance licence 1/4/23 – 31/8/23 and 1/9/23 – 31/8/23</td> <td>£145.49</td> </tr> </tbody> </table>	Payee	Purpose	Amount (inc VAT)	<i>To be paid by online banking</i>			Mabe Christmas Lights	Grant payment	£500.00	Citizens Advice Cornwall	Grant payment	£150.00	Rialtas Business Solutions Ltd	Accounts software annual support and maintenance licence 1/4/23 – 31/8/23 and 1/9/23 – 31/8/23	£145.49
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	Viking Direct	Stationary Inv 2575477	£11.30	
	Mabe Community Hub (formerly MYCP)	Half of the print costs of Mabe Matters (inv. 66952 3/5/23)	£128.00	
	Greens Grounds & Trees	Cut 1 of LMP rights of way trimming 2023	£1,259.02	
	Purple Cloud (formerly Cornwall IT Ltd)	Email support and Microsoft business – June. Inv 4101	£150.00	
	Cornwall ALC Ltd	Being a good Chair training (KW) Inv. 2324-329	£36.00	
	L Dowe	Clerk's salary (June)	£501.40	
	L Dowe	Clerk's expenses (June)	£43.16	
	HMRC	PAYE tax and NI (Month 4)	£125.40	
	<i>To be paid by direct debit</i>			
	Vodafone	July – wifi hub (DD on 16 July)	£12.85	
MPC23.24.106	<b>Finance report and bank reconciliation</b> <b>Resolved</b> – to approve the budget monitoring report and monthly bank reconciliation.			
MPC23.24.107	<b>Migrating to new parish council email addresses</b> <b>Noted to be Ongoing</b> – remove from agenda.			
MPC23.24.108	<b>Climate Group – regular update</b> No update			
MPC23.24.109	<b>University Update</b> No update.			
MPC23.24.110	<b>Correspondence</b> 1. Email correspondence (5 July 2023) – Summary of meeting. Mixed cycle and pedestrian use of College and Argal reservoirs. <b>Noted</b>			
MPC23.24.111	<b>Agenda items for a future meeting</b> Any matters deferred from, or raised at this meeting			
	Closed: 8.49pm		Signed by Chair: .....	