

Mabe Parish Council

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Agenda – 11 May 2023

To Members of Mabe Parish Council: Councillors: M Wilkinson (Chair), C Cole (Vice-Chair), B Galke, R Phillips, P Simmons, A Thomas, T Tindle, P Tisdale, K West, A Wills

Cc: C.Cllr Bastin, and CC Community Link Officer

Dear Councillors,

Notice is hereby given that you are summoned to attend the annual meeting of Mabe Parish Council on Thursday 11 May 2023 at 7.00pm, Mabe WI Hall, Antron Hill, Mabe.

The purpose of the meeting is to consider the agenda items as set out below.

Public Participation – The press and public are welcome at parish council meetings. Members of the public may ask questions or raise issues relevant to the work of the council, 15 minutes is set aside for public participation and individual speakers may speak for up to 3 minutes. Please register to speak by emailing mabeparish@gmail.com in advance of the meeting.

Recording – Under the Openness of Local Government Bodies Regulation 2014, this meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public. Please be aware that while every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this, especially if you are speaking or taking an active role.

Yours faithfully

Louise Dowe

Louise Dowe, Clerk/RFO, Mabe Parish Council

4 May 2023

AGENDA

Chair's Announcements

Agenda no:	Agenda Items
MPC23.24.1	Apologies for absence <i>To receive apologies for absence.</i>
MPC23.24.2	Election of Chair of the Council for council year 2023/24
MPC23.24.3	Election of Vice-Chair of the Council for council year 2023/24
MPC23.24.4	Members' Declarations of Interests <i>Members to declare disclosable pecuniary interests and non-registerable interests (including details thereof) in respect of any items on this agenda, including any gifts or hospitality exceeding £25)</i>

MPC23.24.5	To approve written requests for dispensation
MPC23.24.6	Cornwall Councillor report
MPC23.24.7	Public Speaking
MPC23.24.8	<p>Minutes of meeting of the council held on 9 March 2023 <i>(to follow)</i></p> <p>To resolve – 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.</p>
MPC23.24.9	Clerk’s update report <i>Refer to separate report</i>
MPC23.24.10	Planning Applications
	a) PA23/02362 – Gatehouse Lodge Entrance, Penryn Campus, Penryn, Treliever Road – Listed Building consent for re-alignment and repair of dwarf granite walls caused by vehicle impact damage. Replacement of rotten sections of wooden railings. Repair, redecoration and re-fitting of cast-iron panels.
	b) PA23/02341 – Stable Barn, Trenoweth, Mabe Burnthouse – Demolition of existing ‘Field Barn’ and proposed new dwelling
	c) PA23/02927 – 15 Gweal Darras, Mabe Burnthouse – Proposed extension and enlargement of parking area
	d) PA23/02519 – Chynoweth Farm, The Old Great Barn, Rose Valley, Mabe Burnthouse – Twenty-two ground mounted solar panel on two frames of eight panels and a frame of six panels.
	e) PA23/02718 – Bridge Cottage, Eathorne, Constantine, Falmouth – Removal of existing free standing single garage and ancillary outbuildings and sheds. Erection of double garage with integrated workshop space with pitched roof. Installation of timber exterior staircase to first floor studio storage space above garage. Soft landscaping to driveway area around new garage and cottage. Erection of two entrance porches to the east side and west sides of the cottage respectively.
	f) PA23/03106 – Tremough House, Penryn Campus, Penryn – Listed Building Consent for the essential maintenance to retain integrity to the link bridge
	g) Appeal Notification – PA22/05361 – Potters Farm, Halvasso <i>(Parish Council comment in July 2022 – Objection. The design and materials are not in keeping with the neighbouring buildings and the past use of the land. To follow the reasoning for the previous application on this site, the proposed development should either match or fall within the footprint of the former piggery/agricultural storage building)</i>
	h) <i>Any consultations received by the parish council by 5pm, Friday 5 May.</i>
	ANNUAL MEETING ITEMS
MPC23.24.11	Scheme of Delegation – <i>To approve and adopt a Scheme of Delegation</i>
MPC23.24.12	Terms of Reference for committees – <i>To approve and adopt the Terms of Reference of the council’s committees/working groups</i>

MPC23.24.13	Appointment of Members to Committees and Working Groups
MPC23.24.14	Review of Standing Orders and Financial Regulations
MPC23.24.15	Review of complaints procedure
MPC23.24.16	Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation
MPC23.24.17	Review of any other Council policies
MPC23.24.18	Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972
MPC23.24.19	To agree the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council
MPC23.24.20	Appointment of representatives to outside bodies
MPC23.24.21	Review of arrangements with other local authorities, not-for-profit bodies and businesses
MPC23.24.22	Review of Asset Register
MPC23.24.23	Review of the Council's Financial Risk Assessment
MPC23.24.24	Confirmation of arrangements for insurance cover, including renewal of current insurance policy
MPC23.24.25	Review of subscriptions to other bodies
MPC23.24.27	Review of Direct Debits
	PARISH ISSUES
MPC23.24.28	Mabe Neighbourhood Plan <i>[Cllr West] To receive an update on progress of the creation of the Mabe Neighbourhood Plan.</i>
MPC23.24.29	Footpaths - <i>To confirm the maintenance arrangements for the 2023 season</i>
MPC23.24.30	Halvasso <i>[Cllr Galke]</i>
MPC23.24.31	Approval for the Chair to sign a joint open letter to the press, regarding the propose development at Penvose <i>[Cllr Wilkinson]</i>
MPC23.24.32	Footpaths – potential enforcement issues – <i>to consider reports of public rights of way deemed impassable/unsafe, path by the old vicarage, and path by Lower Spargo House</i> <i>[Cllr Wilkinson]</i>
MPC23.24.33	The Bier – <i>to consider where the funeral bier should be stored and to what use it may be put</i>
	ACCOUNTS AND GOVERNANCE
MPC23.24.34	Bank Signatories – <i>To approve the authorised bank signatories and any changes to be made to the bank mandate</i>
MPC23.24.35	To receive the Internal Audit Report for the year ended 31 March 2023 – <i>to note, and to agree any resulting actions</i>

MPC23.24.36	To approve the Annual Governance Statement 2022/23 for signing by the Chair – this, and the following item, is a requirement of the external audit process
MPC23.24.37	To approve the Accounting Statements 2022/23 for signing by the Chair
MPC23.24.38	To approve the Annual Return for the year ended 31 March 2023 - to agree the Clerk to submit the Annual Governance and Accountability Return form to auditors BDO LLP
MPC23.24.39	To approve other year end audit documents: - Conflict of Interest Form (BDO Auditors)
MPC23.24.40	Increase in prices – Microsoft
MPC23.24.41	Schedule of payments - To approve payments as set out in the payments schedule
MPC23.24.42	Finance report and bank reconciliation - To consider and approve the budget monitoring report and monthly bank reconciliation
MPC23.24.43	Migrating to new parish council email addresses <i>To review the progress on moving to new email addresses for all Cllrs and the clerk.</i>
	COMMUNITY LINKS & CONSULTATIONS
MPC23.24.44	Climate Group – regular update <i>To receive a monthly update from the Climate Group</i>
MPC23.24.45	University Update <i>To receive a monthly update from the University</i>
MPC23.24.46	Correspondence 1) Email received – concerns at parking for residents of Antron Hill and Gweal Darrass
MPC23.24.47	Agenda items for a future meeting Any matters deferred from, or raised at this meeting
	Matters for decision, information excluded from the press and public
MPC23.24.48	To resolve 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
MPC23.24.49	Fencing behind the bush shelter on Treliever Road <i>To consider options and to agree the way forward</i>