

# Mabe Parish Council

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## Minutes – 12 May 2022

**Minutes of the annual meeting of Mabe Parish Council held on 12 May 2022 at 7.26pm, at the Mabe WI Hall, Antron Hill, Mabe.**

**Councillors present:** Councillors: M Wilkinson (Chairman), C Cole, B Galke, R Phillips, A Thomas.

**Cornwall Councillor:** C.Cllr Bastin

**Officer support:** Parish Clerk/RFO

Agenda no:	Agenda Items
	<b>Chairman's Announcements</b>
MPC21.22.1	<b>Election of Chairman of the Council for council year 2022/2023</b> <b>Resolved</b> - that Cllr Wilkinson is Chairman of the parish council for 2022/2023
MPC21.22.2	<b>Election of Vice-Chairman of the Council for council year 2022/23</b> <b>Resolved</b> – that Cllr Cole is Vice-Chairman of the parish council for 2022/2023
MPC21.22.3	<b>Apologies for absence</b> – were received from Cllrs Tisdale (other commitment), West (unavailable), Wills (health), Simmons (unavailable), Tindle (health).
MPC21.22.4	<b><u>Members' Declarations of Interests</u></b> None.
MPC21.22.5	<b>To approve written requests for dispensation</b> – None
MPC21.22.6	<b>Cornwall Councillor report</b> C.Cllr Bastin gave an update report which included: - Meet the Leader events would be held around Cornwall - A recent meeting about future plans for Ships and Castles had been well attended. C.Cllrs Bastin and Jewell were working with the aim of re-opening the facility. It was asked whether local parish councils might be able to help with funding contributions.
MPC21.22.7	<b>Public Speaking</b> – None.
MPC21.22.8	<b><u>Minutes of meeting of the council held on 14 April 2022</u></b> <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.
MPC21.22.9	<b>Clerk's update report</b> Members noted the update report circulated prior to the meeting. Also discussed: - Cllr Wilkinson had asked a local carpenter for a quote for making a bench for the bus shelter, and shelves for the phone box (a local volunteer may paint the phone

Minutes are in draft form until approved at the next council meeting.

	<p>box, with no charge for labour)</p> <ul style="list-style-type: none"> <li>- The licence application was due to be submitted for use of open land at Summerheath and the land next to Spargo Court, pending confirmation of locations from cllrs</li> <li>- Parking at Gweal Darras: <ul style="list-style-type: none"> <li>o Notification of the issues due to be raised via Casework Assist, pending wording from cllrs</li> <li>o A residents survey had been carried out, relating to the parking problems on the estate. Other issues raised included tenants paying service charges for a play area (there is none) and street lighting (only 2 streetlights).</li> <li>o It was understood that any works would be charged to social housing tenants, this was agreed to appear to be unfair, as costs would not also be borne by those who had purchased their properties from Coastline</li> <li>o 2 empty garages are not being rented out</li> <li>o A face to face meeting was needed with Coastline, for parking issues, unfair service charges, lights needed on the path to Carnsew Crescent, parking for residents with disabilities</li> <li>o</li> <li>o</li> <li>o Agreed to ask the Community Link Officer to help with setting up a Residents Association</li> </ul> </li> </ul>
MPC21.22.10	<b>Planning Applications</b>
	<p>a) <a href="#">PA22/03335</a> – Pampaluna, Corpascus, Mabe Burnthouse – Replacement of outbuilding and garage conversion to holiday let accommodation to extend existing holiday rental business.</p> <p><b>Resolved</b> – objection for the following reasons: overdevelopment in the countryside; the emerging neighbourhood plan is requiring new builds to be for primary residency, not holiday flats; the access to the site is not suitable for an increase in vehicular movements, safety concern; there are no nearby public transport routes and so not a sustainable location for holidays without requiring access by car.</p>
	<p>b) <a href="#">PA22/03833</a> – Skyber Goth, Halvasso, Penryn – Proposed ground floor rear extension.</p> <p><b>Resolved</b> – application supported, provided that there is a condition for the annex to remain ancillary to the main dwelling.</p>
	<p>c) <a href="#">PA22/03970</a> – Tanahkow, Treliever Road, Mabe Burnthouse – Replacement rear extension and general alterations to an existing dwelling (Revised Proposal to extant householder planning approval PA19/09957)</p> <p><b>Resolved</b> – application supported.</p>
	<p>d) <a href="#">PA22/03976</a> – Rosewithian House, Rose Valley, Mabe Burnthouse – Listed Building Consent for proposed rear extension</p> <p><b>Resolved</b> – no objection, provided that the design is in keeping with the surrounding properties, and materials to be in keeping in line with the advice to</p>

	be received from the Conservation Officer.																																				
	<b>ACCOUNTS AND GOVERNANCE</b>																																				
MPC21.22.11	<p><b>Bank Signatories</b></p> <p><b>RESOLVED</b> – to add Cllr Chris Cole to the authorised signatories for the parish council’s account with Unity Bank, as Vice-Chairman, in addition to the existing signatories, Chairman (Cllr Wilkinson), and Cllrs Tisdale (now a signatory as cllr, previously as Vice-Chairman), Thomas and West.</p>																																				
MPC21.22.12	<p><b>To receive the Internal Audit Report for the year ended 31 March 2022</b></p> <p>This item was deferred to the next meeting of the council, pending completion of internal audit.</p>																																				
MPC21.22.13	<p><b>To approve the Annual Governance Statement 2021/2022 for signing by the Chairman</b></p> <p>This item was deferred to the next meeting of the council, pending completion of internal audit.</p>																																				
MPC21.22.14	<p><b>To approve the Accounting Statements 2021/2022 for signing by the Chairman</b></p> <p>This item was deferred to the next meeting of the council, pending completion of internal audit.</p>																																				
MPC21.22.15	<p><b>To approve the Annual Return for the year ended 31 March 2022</b></p> <p>This item was deferred to the next meeting of the council, pending completion of the internal audit.</p>																																				
MPC21.22.16	<p><b>Schedule of payments</b> - <i>To approve the payments to be made, as set out in the schedule appended.</i></p> <table border="1"> <thead> <tr> <th>Payee</th> <th>Purpose</th> <th>Amount (inc VAT)</th> </tr> </thead> <tbody> <tr> <td colspan="3"><i>Payments by online banking</i></td> </tr> <tr> <td>Outdoor Play People</td> <td>Repairs to birds nest swing, MCYP play area</td> <td>£675.60</td> </tr> <tr> <td>Zurich Municipal Insurance</td> <td>Insurance cover 1 June '22 to 31 May '23</td> <td>£855.04</td> </tr> <tr> <td>Southwest Playground Inspections</td> <td>April 2022 inspection, play equipment at MYCP</td> <td>£36.00</td> </tr> <tr> <td>Cornwall IT Ltd</td> <td>Email support and Microsoft business – June</td> <td>£138.00</td> </tr> <tr> <td>L Dowe</td> <td>Clerk’s salary (April) (<b>note 1</b>)</td> <td>£375.40</td> </tr> <tr> <td>L Dowe</td> <td>Clerk’s expenses (April) (<b>note 2</b>)</td> <td>£38.15</td> </tr> <tr> <td>HMRC</td> <td>PAYE tax and NI (Month 2) (<b>Note 3</b>)</td> <td>£93.80</td> </tr> <tr> <td colspan="3"><i>Payments by direct debit</i></td> </tr> <tr> <td>EE</td> <td>Apr '22 mobile phone contract (DD on 7/5/22)</td> <td>£11.57</td> </tr> <tr> <td>Vodafone</td> <td>March – wifi hub (DD on 15 May)</td> <td>£11.00</td> </tr> </tbody> </table>	Payee	Purpose	Amount (inc VAT)	<i>Payments by online banking</i>			Outdoor Play People	Repairs to birds nest swing, MCYP play area	£675.60	Zurich Municipal Insurance	Insurance cover 1 June '22 to 31 May '23	£855.04	Southwest Playground Inspections	April 2022 inspection, play equipment at MYCP	£36.00	Cornwall IT Ltd	Email support and Microsoft business – June	£138.00	L Dowe	Clerk’s salary (April) ( <b>note 1</b> )	£375.40	L Dowe	Clerk’s expenses (April) ( <b>note 2</b> )	£38.15	HMRC	PAYE tax and NI (Month 2) ( <b>Note 3</b> )	£93.80	<i>Payments by direct debit</i>			EE	Apr '22 mobile phone contract (DD on 7/5/22)	£11.57	Vodafone	March – wifi hub (DD on 15 May)	£11.00
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MPC21.22.17	<p><b>Finance report and bank reconciliation</b></p> <p><i>To be circulated to cllrs after the meeting, questions can be put to the clerk by email.</i></p>
MPC21.22.18	<p><b>Appointments to <a href="#">Committees, Working Groups and Outside Bodies</a></b></p> <p>Deferred to next meeting, to be decided when more cllrs are in attendance.</p>
MPC21.22.19	<p><b>Mabe Neighbourhood Plan</b></p> <p>Cllr Wilkinson reported that the draft NDP was being reviewed, including consideration of the proposed policies aimed to support the creative industries. It will then be for Cornwall Council to carry out its review. The application had been submitted for the Groundwork UK grant for the coming year. <b>Noted.</b></p>
MPC21.22.20	<p><b>Play equipment inspection – April 2022 – Noted.</b></p>
MPC21.22.21	<p><b>Community Infrastructure Levy – Expression of Interest</b></p> <p>As the parish council had no land suitable for projects which would be the priority for this round of CIL funding, it was <b>AGREED</b> not to submit an expression of interest at this time.</p>
MPC21.22.22	<p><b>Review of S.106 funded projects</b></p> <p><b>RESOLVED</b> – to approve the allocation of £57 for a water butt, for Bloomin Mabe volunteers, watering plants by the bus shelter and planters in the village.</p> <p>Cllr Cole to raise at MYCP meeting that they MYCP can apply for s.106 funds, clerk to provide links to application process.</p> <p>School/MYCP field seating – granite options preferred by the school. Two options to follow up for granite seating – discussed by a former cllr last year with Marsh’s, and Cllr Tisdale to follow up an offer from Carnsew Quarry.</p> <p><b>Updates on the granite seating options to be given at the next meeting.</b></p>
MPC21.22.23	<p><b>Jubilee Update</b></p> <p>It was reported that all arrangements were falling into place. Cllr Philips had visited the Booth’s to discuss the use of their field. Cllr Wilkinson to confirm with Stephen Booth that there would be a beacon, not a bonfire. Clerk to provide a copy of the parish council’s insurance confirmation.</p> <p><b>RESOLVED</b> – to suspend Standing Order 3v, for the meeting to extend beyond the allocated two hour period. (9.07pm)</p>
MPC21.22.24	<p><b>Climate Group – regular update</b> - no update.</p>
MPC21.22.25	<p><b>University Update</b> The update recently circulated by email was noted.</p>
MPC21.22.26	<p><b>Correspondence</b> – none</p>
MPC21.22.27	<p><b>Agenda items for a future meeting</b></p> <ol style="list-style-type: none"> <li>i. Any matters deferred from, or raised at this meeting</li> <li>ii. Replacement of the Bier House roof, and further works needed to the bus shelter roof – <i>to consider any quotes received, and advice on further works</i></li> </ol>

	<i>needed.</i>	
MPC21.22.28	<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	
MPC21.22.29	<b>Clearing the land behind the bus shelter, Treliever Road</b> It was reported that the appointed contractor did not have time to carry out the work, and so further quotes had been sought. <b>Agreed</b> that quotes for the work to be brought to the next meeting, and Cllr Philips to seek confirmation on land ownership from solicitors.	
	Meeting closed: 9.15pm	Signed by Chairman: .....