

Mabe Parish Council

Mabe Open Space Committee

Minutes – 5 October 2023

Minutes of the Mabe Open Space Committee held on Thursday 5 October 2023, 7.00pm at the WI Hall, Antron Hill, Mabe.

Committee Members present: Councillors: B Galke, T Tindle, P Tisdale, K West.

Officer support: Clerk/RFO

Minute no:	Agenda Items
MOS.1	Apologies for absence – None received..
MOS.2	Appointment of Committee Chair – Resolved - to appoint Cllr Tisdale to serve as Committee Chair until the Annual Meeting in May 2024
MOS.3	Appointment of Committee Vice-Chair Resolved – to appoint Cllr Galke as Committee Vice-Chair to serve until the Annual Meeting in May 2024
MOS.4	Members’ Declarations of Interests – None
MOS.5	To approve written requests for dispensation – None
MOS.6	Public Speaking – None
MOS.7	Committee Terms of Reference Discussion points included: <ul style="list-style-type: none">- consideration of two draft Terms of Reference which had been prepared and had been considered by the committee;- a call for the committee meetings to be able to be held with remote voting, and voting by email;- a call for the council to be able to delegate decision making to a Member- the Clerk advised that in line with the Local Government Act 1972, to be lawful, committee meetings must be held in person- the viability of the intended project and works, if working to the terms of reference drafted by the Clerk. Recommended to Council – to adopt the committee terms of reference drafted by the Clerk, as amended at this meeting. When discussing the Terms of Reference, it was also questioned whether there should be just one point of contact with liaising with partner organisations, such as Cornwall Council and contractors. No decision was made.

Minutes are draft until confirmed by the MOS Committee

	Cllr West gave notice that he will not be available to work on the project for a few weeks due to other commitments.	
MOS.8	<p>Tenders for works – Concept Design and Feasibility – to consider the tenders for works received and decide which contractor will be offered the contract</p> <p>Cllr West gave a brief update on the public consultation events held at the weekend, the first of many that will be needed for the project. There was a good level of support for tree planting. There was also support for car parking to be included, even if just to provide parking for those visiting the site. On the basis of this, it was suggested that concept designs should include two options, to give planting-only as an option.</p> <p>There was a discussion about timescales and deadlines, and the key drivers for the current project.</p> <p>The tenders for the CCF project works had been received after the 5pm closing date earlier in the day.</p> <p>Resolved – to adjourn the meeting at this point, to enable time for the tender documents to be fully considered. Meeting to reconvene at 6.00pm on Thursday 12 October 2023</p>	
	Meeting adjourned: 8.28pm	Signed by Chair: