

# Mabe Parish Council

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## Agenda – 14 March 2024

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

**Cc:** C.Cllr Bastin

Dear Councillors,

**Notice is hereby given that you are summoned to attend the monthly meeting of Mabe Parish Council on Thursday 14 March 2024 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 [clerk@mabeparish.com](mailto:clerk@mabeparish.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

*Andrew Bishop*

Andrew Bishop MBE, Clerk/RFO, Mabe Parish Council

7 March 2024

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## AGENDA

### Chair's Announcements

Agenda no:	Agenda Items
MPC23.24.297	<b>Apologies for absence</b> - <i>To receive apologies for absence.</i>
MPC23.24.298	<b>Members' Declarations of Interests</b> <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>
MPC23.24.299	<b>To approve written requests for dispensation</b>
MPC23.24.300	<b>Cornwall Councillor report</b>
MPC23.24.301	<b>Public Speaking</b>
MPC23.24.302	<b>Minutes of meeting of the council held on 8 February 2024</b> <b>To resolve</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.

MPC.23.24.303	<b>Minutes of the planning committee meeting on 22 Feb 24</b>		
	<b>To resolve</b> – that the minutes of the planning committee meeting, as above, having been circulated, be taken as read, approved and signed by the Chair of planning as a true and accurate record of the meeting.		
MPC23.24.304	<b>Clerk's update report</b>		
MPC23.24.305	<b>Planning Applications</b>		
MPC23.24.306	<b>Nominations to Cornwall Planning Partnership</b> – Cornwall Council & Cornwall Association of Local Councils are inviting Parish Councillors and Clerks to join the Cornwall Planning Partnership. Those nominated need to have the backing of the Council to register.		
	a)		
	<b>PARISH ISSUES</b>		
MPC.23.24.307	<b>Flooding at Halvasso</b> – To consider how the Parish Council may help with the issues of flooding at Halvasso.		
MPC.23.24.308	<b>Appeal for Trevone</b> – Report from Councillor Simmons.		
MPC.23.24.309	<b>Public Rights of Way - repair of stiles and path surfaces</b> – An update from Councillor Simmons (MPC.23.24.288 refers).		
	<b>ACCOUNTS AND GOVERNANCE</b>		
MPC.23.24.310	<b>Training</b> – To approve the sum of £120 (plus£24 VAT) for the ILCA course run by the SLCC for the clerk, this being the pre course to CILCA. ( <a href="https://www.slcc.co.uk/qualification/ilca/">https://www.slcc.co.uk/qualification/ilca/</a> )		
MPC.23.24.311	<b>Training</b> – To approve the sum £35 per person for access to Cornwall Council's Training Portal.		
MPC.23.24.312	<b>IT &amp; Information Security</b> – NALC have published a briefing on the use of email addresses and the recommended transition to a .gov address. This is supported by the SLCC. In addition the ico have published a fact sheet for councils outlining the need for information security under the Data Protection Act and the use of personal devices to handle sensitive information. Consideration needs to be given to the Council's information processing needs and personal device use. To that end a quote has been received from Purple Cloud for provision of IT equipment to Councillors for an initial sum of £5740 and a monthly ongoing fee of £150 per month for IT support of those devices. It should be noted that only council business can be conducted on those devices should the Council proceed. In addition before any agreement can be entered into with Purple Cloud, a further two quote must be obtained for a comparable service.		
MPC.23.24.313	<b>Flag of Peace</b> – To consider purchasing a Flag of Peace commemorating the 80 <sup>th</sup> Anniversary of D Day. Prices range from £18 - £66 dependant upon size and finish required.		
MPC.23.24.314	<b>Schedule of payments</b> - <i>To approve payments as set out in the payments schedule</i>		
	<b>Payee</b>	<b>Purpose</b>	<b>VAT element</b>
			<b>Total payab</b>
	<i>Payments to be agreed, for online payment</i>		
	Viking	Stationary	21.31
	Cornwall Council	Advert for new Clerk	16.00
			£127.87
			£96.00

	Purple Cloud (formerly Cornwall IT Ltd)	Email support and Microsoft business – Feb. (BACS 072)	£25.00	£150.00	
	A Bishop	Clerk's salary Feb 24		£547.65	
	A Bishop	Clerk's expenses (January)		£41.60	
	HMRC	PAYE tax and NI (Month 11)		£136.80	
	<i>Direct Debit payments:</i>				
	Vodafone	February use – wifi hub (DD on) Inv XXXX4648 (DD16)	£2.10	£12.85	
	HugoFox	Monthly subscription – website provider (DD15)	£2.00	£11.99	
	IONOS	Annual subscription – website domain(DD17)	£3.00	£18.00	
MPC.23.24.315	<b>Finance report and bank reconciliation</b> - <i>To consider and approve the budget monitoring report and monthly bank reconciliation</i>				
MPC.23.24.316	<b>Standing Orders/Financial Standing Orders</b> – To approve the existing Standing Orders and Financial Standing Orders to be extant.				
MPC.23.24.317	<b>Consider and give approval to the appointment of an Internal Auditor</b> – Approve the appointment of Barbara Goraus as the internal auditor for the fiscal year 2023/2024, at a cost of circa £200.				
MPC.23.24.318	<b>Purchase of Arnold Baker Local Council Administration</b> – That the council approve the purchase of said publication at a cost of £137 if purchased by the Clerk on behalf of the Council. (Full price £163)				
MPC.23.24.319	<b>Community Grant Application</b> – Argal Art Trail. Application for £200 towards the cost of the Argal Art Trail				
	<b>COMMUNITY LINKS &amp; CONSULTATIONS</b>				
MPC.23.24.320	<b>Climate Group – regular update</b> <i>To receive a monthly update from the Climate Group</i>				
MPC.23.24.321	<b>University Update</b> <i>To receive a monthly update from the University</i>				
MPC.23.24.322	<b>Correspondence</b>				
MPC23.24.323	<b>Agenda items for a future meeting</b> Any matters deferred from, or raised at this meeting <ul style="list-style-type: none"> <li>- To draw up specifications for additional ground works to be included in the footpath maintenance contract for 2024, on the basis of a quote for an hourly rate for works in addition to the budget</li> <li>- To consider use of CIL funds</li> <li>- Review of Council Policies and to adopt a Scheme of Delegation</li> <li>- To adopt Terms of Reference for Committees</li> <li>- Review of the Council's Financial Risk Assessment</li> </ul>				
	<b>Matters for decision, information excluded from the press and public</b>				
MPC23.24.324	<i>If necessary to resolve</i> 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				