

# Mabe Parish Council

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## Minutes – 14 September 2023

**Minutes of the meeting of Mabe Parish Council held on Thursday 14 September 2023 at 7.00pm, Mabe WI Hall, Antron Hill, Mabe.**

**Councillors present:** Councillors: P Tisdale (Chair), K West (Vice-Chair), B Galke, R Phillips, A Thomas (until 9.00pm), T Tindle, M Wilkinson.

**Cornwall Councillor:** C.Cllr Bastin, and CC Community Link Officer

**Officer support:** Clerk/RFO

Minute no:	Agenda Items
MPC23.24.147	<b>Apologies for absence</b> – were received from Cllrs Simmons, Wills,
MPC23.24.148	<b>Members' Declarations of Interests</b> Cllr Tisdale declared an interest in Minute 154 (planning application), as neighbour of the development site.
MPC23.24.149	<b>To approve written requests for dispensation</b> – None
MPC23.24.150	<p><b>Cornwall Councillor report</b></p> <p>Cllr Bastin reported:</p> <ul style="list-style-type: none"> <li>- Numerous calls from members of the public at problems with the traffic through Mabe, while Cormac are carrying out works to correct the previous works. Also at speed of traffic, with calls for a 30mph zone to Longdowns.</li> </ul> <p><b>Agreed</b> to write to complain to Cormac at the works being carried out and not having consulted with the parish council. The parish council could have been better informed to help inform local residents, and also could have helped to find a better system of closing roads. The system being used is not working, there have been accidents and many complaints. Cllr Bastin agreed to follow this up also.</p> <p>Noted that Speedwatch are continuing to monitor speeds and the Police will also be monitoring in Mabe soon.</p> <p>Cllr Thomas reported his concerns at hedge cutting and advised that he has asked Cornwall Council to send out a Safety Officer to discuss.</p> <p>Cllr Bastin raised concern that there is not enough parish representation on the Highways group in the CAP. Cllr West volunteered to write and put his name forward to serve on the CAP Highways Panel.</p> <p>Cllr Bastin reported that there is a new Local Plan due to be brought in, with a greater emphasis on grass roots input. Cornwall Council also has a new website which makes it easier for parish councillors and the public to raise concerns and submit comments regarding planning.</p>

	<p>Cllr Bastin also reported the significant new funding announced by Cornwall Council for roadworks and pot holes.</p> <p>Regarding the request for the land transfer of fields at Antron Hill, it is looking promising and would likely benefit from a parish council promise to plant trees. The devolution request will be discussed at a meeting on 27 September, between Cornwall Council officers, Cllr Bastin, and representatives from the parish council.</p> <p>Cllr Bastin reported his understanding that the CCF funding was dependent on the land being transferred to the parish council. Cllr West stated his understanding that the CCF funding was not dependent on the land transfer.</p>
MPC23.24.151	<b>Public Speaking – None</b>
MPC23.24.152	<p><a href="#">Minutes of meeting of the council held on 10 August 2023</a></p> <p><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.</p>
MPC23.24.153	<p><b>Clerk’s update report</b></p> <ul style="list-style-type: none"> <li>- Tree works in the Memorial Garden – the TPO application had been approved and so now the works can be carried out.</li> </ul> <p><b>Agreed</b> – to delegate to the Clerk in consultation with the Chair and Vice-Chair to seek a quote for the works from the company who had carried out the works on the Leylandii on the land behind the bus shelter, and commission the work on the trees approved by the TPO application.</p> <ul style="list-style-type: none"> <li>- S.106 funding awarded to the MYCP. Cllr West reported that the MYCP Chairman had advised that they would not be using the £2,000 of s.106 funds which had been allocated to them, and so they would be advising this to Cornwall Council’s s.106 team, at which point the funds will be available to the parish council to request as part of the funding towards the devolution of the fields at Antron Hill. <b>Agreed</b> that if the £2,000 becomes available, then this amount to be included in the s.106 funding application to Cornwall Council.</li> </ul>
MPC23.24.154	<b>Planning Applications</b>
	<p>a) <a href="#">PA23/06137</a> – Land Adjacent to Halvasso Road, Longdowns, Penryn – Outline application with some matters reserved for erection of 6 no. dwellings (3 Open Market and 3 Affordable Homes)</p> <p><b>Resolved</b> – that the parish council objects to the application. Concerns at highway safety, the road is already hazardous for local residents and so it would not be appropriate for additional housing until there is a pedestrian crossing in place. There is a need for a Viability Assessment, this has not been provided with the application documents. It is not thought that the application demonstrates a sufficient housing need.</p>
MPC23.24.155	<p><b>Scheme of Delegation – <i>To approve and adopt a Scheme of Delegation</i></b></p> <p><b>Deferred to next meeting</b>, pending recommendation from the Working Group.</p>

MPC23.24.156	<p><b>Terms of Reference for committees</b></p> <p><b>Deferred to next meeting</b>, pending recommendation from the Working Group.</p>
MPC23.24.157	<p><b>Review of Asset Register</b></p> <p><b>Deferred to next meeting</b>, pending recommendation from the Working Group.</p>
MPC23.24.158	<p><b>Review of the Council's Financial Risk Assessment</b></p> <p><b>Deferred to next meeting</b>, pending recommendation from the Working Group.</p>
MPC23.24.159	<p><b>Review of council policies</b></p> <p><b>Deferred to next meeting</b>, pending recommendation from the Working Group.</p>
MPC23.24.160	<p><b>Update on use of s.106 funds</b> <i>No update</i></p>
MPC23.24.161	<p><b>Update on request to Cornwall Council for devolution of land at Antron Hill</b></p> <p>This to be discussed with Cornwall Council at the meeting on 27 September.</p>
MPC23.24.162	<p><b>Update on application for funding from the Community Capacity Fund, to develop the land at Antron Hill</b></p> <p>CCF application has passed the initial scoring and the application has been circulated to the Community Area Partnership, with 5 days to respond. Then there will be a 5 day consultation to the Funding Panel members, and so a decision should be made in the next two weeks. If successful, the funds (£24,911) will be paid to the parish council.</p>
MPC23.24.163	<p><b>Antron Hill Fields – community amenity project</b> <i>To decide how the project will be delivered, including arrangements for the devolution of the land, expenditure of CCF funds, application for funding for the final project, and delivering the final project.</i> [Cllr West]</p> <p>Cllr West spoke on the reports to Council written by Cllr West and by the Clerk.</p> <p><b>Resolved</b> – to seek advice on the VAT element of the project from Parkinsons Partnerships.</p> <p><b>Resolved</b> – that the s.106 funding, if awarded, will be allocated as a contingency budget towards the Antron Hill fields devolution and development project.</p> <p><b>Resolved</b> – to carry out a public consultation by circulating the consultation drafted by Cllr West (website, noticeboard, social media). Cllr Tisdale agreed to review the flier.</p> <p><b>Resolved</b> – to accept the CCF funding, if offered.</p> <p><b>Resolved</b> – to delegate to a Mabe Open Space Committee (Cllrs Galke, Thomas, Tindle, Tisdale and West). To delegate responsibility for overseeing the delivery of the funding project, as detailed and within the identified project budget, and with the CCF application, authorising all expenditure, within the agreed project budget and all necessary administration decisions, required to deliver the project to a committee. Subject to normal PC protocols without the requirement to seek PC approval for each action taken. Terms of reference to be set out by the parish council.</p> <p>Mabe Open Space Committee to meet weekly, venue, day and time to be decided.</p>

MPC23.24.164	<p><b>Antron Hill Fields – consultation with the community</b> <i>To consider consultation with the public, wording for article for Mabe Matters has been drafted by Cllr West [Cllr West]</i></p> <p>Covered in the item above.</p>																											
MPC23.24.165	<p><b>The Bier – to consider where the funeral bier should be stored and to what use it may be put</b></p> <p>Cllrs West and Philips to carry out the clearance work at the Bier House.</p>																											
MPC23.24.166	<p><b>AGAR, End of Year Accounts 2022/23 – To receive the report from the external auditor (if received) and to agree the period of time for display of the Notice of Conclusion of Audit</b></p> <p><b>Resolved</b> – to note, and for the Notice of Conclusion of Audit to be displayed for one month.</p>																											
MPC23.24.167	<p><b>Training</b> <i>To consider requests for training at forthcoming training opportunities</i></p> <p><b>Recommended</b> – that the council approves the attendance of Cllr West at the Introduction to Planning training (10 October 2023) and for the council to pay the cost of £30 plus VAT per course to the course organiser (CALC)</p>																											
MPC23.24.168	<p><b>Schedule of payments</b></p> <p><b>Resolved</b> - To approve payments as set out in the payments schedule</p> <table border="1" data-bbox="422 1057 1410 1720"> <thead> <tr> <th>Payee</th> <th>Purpose</th> <th>Amount payable (inc VAT)</th> </tr> </thead> <tbody> <tr> <td colspan="3"><i>Payment by online banking</i></td> </tr> <tr> <td>Purple Cloud (formerly Cornwall IT Ltd)</td> <td>Email support and Microsoft business – Sept. Inv 4528</td> <td>£150.00</td> </tr> <tr> <td>BDP LLP</td> <td>External audit 2022/23</td> <td>£252.00</td> </tr> <tr> <td>L Dowe</td> <td>Clerk’s salary (August) <b>(note 1)</b></td> <td>£501.40</td> </tr> <tr> <td>L Dowe</td> <td>Clerk’s expenses (August) <b>(note 2)</b></td> <td>£43.16</td> </tr> <tr> <td>HMRC</td> <td>PAYE tax and NI (Month 6) <b>(Note 3)</b></td> <td>£125.40</td> </tr> <tr> <td colspan="3"><i>Payment by Direct Debit</i></td> </tr> <tr> <td>Vodafone</td> <td>August – wifi hub (DD on 16 September)</td> <td>£12.85</td> </tr> </tbody> </table>	Payee	Purpose	Amount payable (inc VAT)	<i>Payment by online banking</i>			Purple Cloud (formerly Cornwall IT Ltd)	Email support and Microsoft business – Sept. Inv 4528	£150.00	BDP LLP	External audit 2022/23	£252.00	L Dowe	Clerk’s salary (August) <b>(note 1)</b>	£501.40	L Dowe	Clerk’s expenses (August) <b>(note 2)</b>	£43.16	HMRC	PAYE tax and NI (Month 6) <b>(Note 3)</b>	£125.40	<i>Payment by Direct Debit</i>			Vodafone	August – wifi hub (DD on 16 September)	£12.85
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MPC23.24.169	<p><b>Finance report and bank reconciliation</b></p> <p><b>Resolved</b> – to approve the budget monitoring report and monthly bank reconciliation.</p>																											
MPC23.24.170	<b>Climate Group – regular update</b> <i>None</i>																											
MPC23.24.171	<b>University Update</b> <i>None</i>																											
	Cllr Thomas left the meeting at this point.																											

MPC23.24.172	<p><b>Correspondence</b></p> <p>Members considered an item of correspondence from a local resident of Carnsew Close. Cllr Phillips explained that the recent advert was for the works on the double yellow lines previously agreed, and so the correspondent appeared to have misunderstood the proposed works. <b>Noted.</b></p>	
MPC23.24.173	<p><b>Agenda items for a future meeting</b></p> <ul style="list-style-type: none"> <li>i. Any matters deferred from, or raised at this meeting</li> <li>ii. Plaque for Landmark Tree [Cllr Wills]</li> </ul>	
	<p><b>Matters for decision, information excluded from the press and public</b></p>	
MPC23.24.174	<p>To <b>resolve</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</p>	
MPC23.24.175	<p><b>Quote for clearance work on land behind the bus shelter</b></p> <p>This item was raised in the clerk's update report and considered as a separate item at the meeting, after the exclusion of the press and public.</p> <p>Cllr Tindle reported that he had sought quotes from three companies. Two had quoted for the work.</p> <p><b>Resolved</b> - to accept the quote from Greens, and to ask them to carry out the work as soon as possible.</p>	
MPC23.24.176	<p><b>Parish Council Website</b> <i>To review options and quotes for the parish council website and email provision</i></p> <p><b>Resolved</b> – to sign up to HugoFox's paid offer and for the monthly payments to be made by Direct Debit.</p>	
MPC23.24.177	<p><b>Projector</b></p> <p>Members noted the update that it was not viable to repair the projector. Cllr Galke had provided an overview of projectors, including specifications and prices.</p> <p><b>Resolved:</b></p> <ul style="list-style-type: none"> <li>1) To purchase the projector listed at number 1 on the list provided at the meeting</li> <li>2) To purchase a projector screen, with budget of £150</li> <li>3) Remove the old projector from the asset register. Cllr Tisdale to retain the old projector for spares and repairs.</li> </ul>	
	Meeting closed: 9.15 pm	Signed by Chair: .....