

# Mabe Parish Council

Tel: 07756 650 604

Email: [mabeparish@gmail.com](mailto:mabeparish@gmail.com)

## Agenda – 10 August 2023

**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, and CC Community Link Officer

Dear Councillors,

**Notice is hereby given that you are summoned to attend the monthly meeting of Mabe Parish Council on Thursday 10 August 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](mailto: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

3 August 2023

---

## AGENDA

### Chair's Announcements

Agenda no:	Agenda Items
MPC23.24.117	<b>Apologies for absence</b> <i>To receive apologies for absence.</i>
MPC23.24.118	<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>
MPC23.24.119	<b>To approve written requests for dispensation</b>
MPC23.24.120	<b>Cornwall Councillor report</b>

MPC23.24.121	<b>Public Speaking</b>
MPC23.24.122	<b>Minutes of meetings of the council held on <a href="#">13 July 2023</a> and <a href="#">27 July 2023</a></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.
MPC23.24.123	<b>Clerk’s update report</b> <i>Refer to separate report</i>
MPC23.24.124	<b>Planning Applications</b>
	a) <a href="#">PA23/05117</a> – Kernow Adventure Park, Kessel Downs Quarry, Halvasso, Penryn – Proposed retention of residential caravan and timber porch extension.
	b) <i>Any consultations received by the parish council by 5pm, Friday 4 August.</i>
	<b>ANNUAL MEETING ITEMS</b>
MPC23.24.125	<b>Scheme of Delegation</b> – <i>To approve and adopt a Scheme of Delegation</i>
MPC23.24.126	<b>Terms of Reference for committees</b> – <i>To approve and adopt the Terms of Reference of the council’s committees/working groups</i> <ul style="list-style-type: none"> <li>- Staffing Committee</li> <li>- Finance Committee</li> <li>- Planning Sites Committee</li> <li>- Planning: 5 Day Protocol Procedure</li> </ul>
MPC23.24.127	<b>Review of Asset Register</b>
MPC23.24.128	<b>Review of the Council’s Financial Risk Assessment</b>
MPC23.24.129	<b>Review of council policies</b> - <i>To consider those policies which have been reviewed by Cllrs Galke, West and the Clerk. Council to approve and adopt policies either at this meeting, or to suggest further review points, for report to the September meeting.</i>
	<b>ACCOUNTS AND GOVERNANCE</b>
MPC23.24.130	<b>Schedule of payments</b> - <i>To approve payments as set out in the payments schedule</i>
MPC23.24.140	<b>Finance report and bank reconciliation</b> - <i>To consider and approve the budget monitoring report and monthly bank reconciliation</i>
MPC23.24.141	<b>Motion: To purchase multi user Microsoft 365 licence. To enable other PC members access via @mabeparish.com email address</b> [Cllr West]
MPC23.24.142	<b>Motion: To provide Microsoft training, for those members who require it, on Microsoft use</b> [Cllr West]
MPC23.24.143	<b>Correspondence</b> 1. None
MPC23.24.144	<b>Agenda items for a future meeting</b> Any matters deferred from, or raised at this meeting
	<b>Matters for decision, information excluded from the press and public</b>

MPC23.24.145	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
MPC23.24.146	<b>To consider quotes for landscaping works, land behind the bus shelter, Treliiever Road</b> <i>[Cllr Tindle]</i>