

# St Mabyn Parish Council

## Minutes of the Meeting of St Mabyn Parish Council held in the Memorial Hall, St Mabyn on Tuesday 5<sup>th</sup> December 2017 commencing at 7.30pm.

**Present:** Cllrs J Gillespie, Vice Chairman, Mrs C Daniels, Mrs C Bray, D Masters, R Chadwick and Mrs P Lloyd

**In Attendance:** Mrs L Coles, Locum Clerk and Cllr Stephen Rushworth (Cornwall Council)

There were 4 members of the public present

**In the absence of the Chairman, Cllr Gillespie (Vice Chairman) took the Chair for the meeting.**

Item No		Action by
1	<b>Apologies</b> Apologies were received and accepted from Cllr Grigg, Cllr Martin and Cllr Finnemore.	
2	<b>Declarations of Interests</b> a) <b>Agenda.</b> None were declared b) <b>Gifts.</b> None were declared	
3	<b>Written Requests for Dispensations</b> None were received	
4	<b>Casual Vacancy</b> It was agreed that the Casual Vacancy can be advertised for co-option with a 30 day time frame for applications. The vacancy will be advertised on the Parish Notice Boards, the Parish Council Website and in the Parish Magazine.	<b>Clerk</b>
5	<b>Public Participation</b> Cllr Rushworth reported that there is a lot of work going on with the Boundary Commission. This area will have three Cornwall Councillors instead of the present five and one of the parishes will have to move to another Community Network Area to even up the numbers of Electorate. The consultation on the new waste contract ends in February 2018. There was some discussion about Cornwall Council Housing and open market rents.	
6	<b>Response to Public Participation</b> Not applicable.	
7	<b>Planning</b> a) To discuss notices of new planning applications received before the agenda was finalised: <b>PA17/10565</b> , Mr & Mrs Abbott, Land West of Tregaddock House, Tregaddock Lane, St Mabyn, Bodmin. Provision of custom build dwelling. Members of the Public were invited to speak on the application by the Chairman. The Parish Council heard concerns including those about flooding and run-off, access to the proposed site, disputed recent use of the site as a garden when it was previously used for livestock and is believed to be Grade 2 Agricultural land, that the development is extending into open countryside, outside the development boundary, and is not infill. It was said that the proposed position of the development on the site was not ideal. The Agent for the Applicant responded to the above. The Parish Council discussed the application at length. Cllr Bray, having visited the site, said that the development would be within the hamlet of existing properties. <b>Cllr Gillespie</b> tabled a motion to	

	<p>Object to the application on the grounds of moving the development further up the site. This motion proposal was <b>seconded by Cllr Chadwick</b>. It was <b>RESOLVED</b> to object to PA17/10565, <b>four votes in favour, one against and one abstention</b>. The Parish Council would indicate its support should the development be located to the North of the site.</p> <p>b) To note planning applications received after the agenda has been published: None received.</p> <p>c) To receive planning decisions from Cornwall Council. None received.</p> <p>d) Other Planning Matters.</p> <p><b>PA17/09376</b> Land S E of West End Cottage. The Case Officer has referred Council to the 5-day protocol for this application. Following discussion, it was <b>RESOLVED</b> to 2) Agree to Disagree with the Case Officer's recommendation. <b>Proposed by Cllr Bray, seconded by Cllr Lloyd, four votes in favour, and two abstentions.</b></p>	
<b>8</b>	<p><b>Minutes of the 7<sup>th</sup> November 2017 Parish Council meeting</b></p> <p>It was <b>RESOLVED</b> that the Chairman should sign a copy of the above Minutes as a true record of that meeting subject to the following amendment – Item 6. Planning, <i>PA17/09376, Cllr Bray noted that the development was infill</i> (to be added to comments). <b>Proposed by Cllr Lloyd, seconded by Cllr Masters, with all in favour.</b></p>	<b>Clerk</b>
<b>9</b>	<p><b>Matters Arising from the above Minutes and the Action Tracker:</b></p> <p>There were no matters arising.</p>	
<b>10</b>	<p><b>Parish Council Policies and Procedures</b></p> <p>a) Disciplinary process and Procedure</p> <p>b) Grievance process and Procedure</p> <p>c) Terms of Reference for Disciplinary Committee</p> <p>d) Terms of Reference for Appeals Committee</p> <p>It was <b>RESOLVED</b> to adopt the above Procedures and Terms of Reference en bloc <b>proposed by Cllr Daniels, seconded by Cllr Bray with all in favour.</b></p>	<b>Clerk</b>
<b>11</b>	<p><b>Playing Field</b></p> <p>Cllr Daniels reported that all seems well. Cllr Chadwick will arrange for the broken picnic benches to be removed. The Clerk will look at funding from Groundworks (Tesco) for new play equipment.</p>	<b>RC</b> <b>Clerk</b>
<b>12</b>	<p><b>Neighbourhood Development Plan</b></p> <p>The questionnaires are being collated. It was <b>RESOLVED</b> to employ Geoff Muir as a consultant, <b>proposed by Cllr Daniels seconded by Cllr Lloyd with all in favour.</b></p> <p>The next meeting of the Steering Group will be held on January 9<sup>th</sup>2018.</p>	
<b>13</b>	<p><b>Footpaths</b></p> <p>Nothing to report. Richard Bray has cleared around the bus shelter</p>	
<b>14</b>	<p><b>Highway Matters</b></p> <p>Nothing to report.</p>	
<b>15</b>	<p><b>Cemetery</b></p> <p>The Clerk will write to Mrs Grigg and update the Council at the February meeting.</p>	<b>Clerk</b>
<b>16</b>	<p><b>Correspondence:</b></p> <p>a) Notice of Examination Hearings for Cornwall Council's Minerals Safeguarding Development Plan Document. <b>Noted</b></p> <p>b) Cornwall Council Statement of Community Involvement for Planning. <b>Noted</b></p> <p>c) Email from R Heath regarding the removal of article on the BBC Website in accordance with EU Law. Clerk to reply as directed.</p>	<b>Clerk</b>

17	<p><b>Finance. a)</b> It was <b>RESOLVED</b> to sign the cheques for November as detailed in the circulated summary and below. <b>Proposed by Cllr Gillespie, seconded by Cllr Bray with all in favour to make the following payments:</b></p> <ul style="list-style-type: none"> <li>• 001826 - L Coles, Clerk November salary and expenses</li> <li>• 001827 - The Post Office Limited, HMRC PAYE for Clerk (November, Month 8)</li> <li>• 00 1828 - B K McNary, Toilet &amp; Bus Shelter Cleaning, November, £80.00</li> <li>• 001829 – A1 Tree &amp; Grounds, Invoice 1032, Grass cutting, £144.00</li> <li>• 001830 – Cornwall ALC Limited, CALC Conference 2 x Delegates, £24.00</li> <li>• 001831 – Cornwall Council, recharges for May 2017 Elections, £239.68</li> <li>• 001832 – R M Bray, repairs to the Playing Field Slide, £495.66</li> <li>• 001833 – Grant Thornton UK LLP, External Auditor’s Fee 2016/17, £120.00</li> <li>• 001834 – Curry’s PC World, new A3 Printer (L Coles, reimbursement), £284.97</li> <li>• 001835 – Alison Batchelor, reimbursement for NDP Printing, £100.00</li> <li>• 001836 – Cornwall Council, 4 x Delegates at Planning Conference, £48.00</li> <li>• 001837 – G Martin, Cllr expenses for CALC Conference and Localism Summit, £42.75</li> <li>• 001838 – R M Bray, Clearing round Bus Shelter, £45.00</li> <li>• 001839 – B K McNary, Toilet &amp; Bus Shelter cleaning, December 17, £80.00</li> </ul> <p>b) It was <b>RESOLVED</b> to sign the Bank Reconciliations for October and November. <b>Proposed by Cllr Gillespie, seconded by Cllr Bray with all in favour.</b></p> <p>c) <b>Budget and Precept.</b> The Clerk had circulated copies of the draft budget and proposals. Following discussion, it was <b>RESOLVED</b> to increase the Precept for 2018/19 by 5% to £22050.00, <b>proposed by Cllr Gillespie, seconded by Cllr Masters with all in favour.</b></p>	Clerk
18	<p><b>Any Other Business</b> Nothing reported.</p>	
19	<p><b>Items for Inclusion in Future Meetings</b></p> <ul style="list-style-type: none"> <li>• Councillors Expenses</li> </ul>	
20	<p><b>Closed Session</b> This item was deferred to the February Parish Council meeting.</p>	
21	<p><b>Date of Next meeting</b> The date of the next meeting of St Mabyn Parish Council will be on the 6<sup>th</sup> February 2018</p>	

There being no further business the meeting closed at 10.10pm

Signed.....Chairman, Date.....

NB. The above minutes can be viewed on the Parish Council website: [www.parish-council.com/StMabyn](http://www.parish-council.com/StMabyn)