

St Mabyn Parish Council

Minutes of the Meeting of St Mabyn Parish Council held in the Memorial Hall, St Mabyn on Tuesday 5th June 2018 commencing at 7.30pm.

Present: Cllrs Mrs C Daniels (Vice Chair), B Wiltshire, G Martin, D Masters, Mrs C Bray and G Smith.

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

There were no members of the public present

Cllr C Daniels took the Chair in the absence of Cllr Grigg

Item No		Action By
1	<p>Apologies. Apologies were received and accepted from Cllr M Grigg, Cllr R Chadwick, Cllr A Fynamore and Cllr Mrs P Lloyd</p>	
22	<p>CLOSED SESSION With the permission of the members and in the absence of any press or public Cllr Daniels brought this item forward Interview for Casual Vacancy. Graham Smith had submitted a request to be co-opted as a Parish Councillor. The Clerk read out his application email. It was RESOLVED to co-opt Graham Smith as a Member to the Parish Council, proposed by Cllr Martin and seconded by Cllr Bray with all in favour. Graham Smith signed a Declaration of Acceptance of Office, witnessed by the Clerk, and took his place at the table.</p>	
2	<p>Declarations of Interest a) Agenda Items. None declared b) Gifts. None declared</p>	
3	<p>Consideration of written requests for Dispensation. None received</p>	
4	<p>Annual Governance Statement 2017/18. The Clerk reported that the Internal Audit had been completed and there were no issues raised. The Members considered the Annual Governance Statement 2017/18 and RESOLVED to approve and sign it as a true summary of the Parish Council's practices, proposed by Cllr Martin, seconded by Cllr Wiltshire with all in favour. The Statement was signed by Cllr Daniels, Vice Chair, in the absence of Cllr Grigg, Chairman.</p>	
5	<p>Unitary Councillor's Report. Cllr Rushworth reported that there will be a meeting tomorrow with Anna Druce at which options for funding the proposed Community shop will be discussed. The Local Boundary Commission report has been published today but does not come into force for 3 years. Cornwall Council is having serious discussions about the economy and is trying to create jobs for Cornwall. The decision on the location of the Space Port has been put back. Cllr Martin asked whether Cllr Rushworth had been able to make any progress with the state of the footpath</p>	

	beside the Church. The Councillor has looked at it and considers that it does not need immediate attention. Cllr Rushworth was asked to speak to him again. Cllr Martin said that at the recent meeting about Longstone two possible sites were identified for affordable housing and he asked if Cllr Rushworth has been able to put them forward to Cornwall Council.	
6	Public Participation. There were no members of the public present	
7	Response to Public Participation. Not applicable	
8	Planning a) Planning Applications received before the agenda was finalised: None received b) Planning Applications received after the agenda had been published. None received c) To receive planning decisions from Cornwall Council. PA18/02985 Land West of Tregaddock House. Certificate of Lawfulness Approved PA18/02122. Wellhayes, St Mabyn – Refused d) The Clerk has received a letter from Cornwall Council confirming that the Longstone £171k off-site contribution will be ringfenced for use only in St Mabyn Parish for five years.	
13	With the permission of the Members Cllr Daniels, Chair, brought this item forward for the convenience of Cllr Rushworth who had to leave the meeting early. Village Shop Cllr Masters has asked Cllr Wiltshire to be part of the team looking into a Community Shop (Cllr Smith is already a part of this committee). The meeting held on the 29 th May was very positive and the questionnaires handed out indicate a majority in favour of a pop-up shop initially with the possibility of moving into the Village Hall at a later date, 94% were in favour of this option and 6% were in favour of keeping the shop where it is now. There was some discussion about the existing Village Shop, which is closing on 24 th August 2018. Cllr Smith suggested that, as a first step, the Parish Council supports the idea of a pop-up shop, subject to a viable Business Plan being produced. Cllr Smith proposed that the Parish Council supports the initiative by making available the land known as The Old Canteen Site, subject to the development of permissions and a business case, for a pop-up shop, seconded by Cllr Masters, with all in favour. Cllr Smith said that the Steering Group needs more support and Cllr Masters said that at least two out of the three Cllrs on the committee should attend the meetings of the Group. Another Public Meeting is required at which a management committee will be elected, consisting of a maximum of ten people. Cllr Masters thanked the Parish Council for its help at hosting the previous public meeting on the 29 th May. Cllr Masters said that the proprietors of the Village Shop/Post Office have been very supportive of the Community Project. Each month Cllr Smith will send a report from the Committee to the Clerk for circulation. The shop will remain an agenda item. Councillor Rushworth left the meeting	
9	Minutes	

	<p>a) Minutes of the Annual Parish Meeting held on 1st May 2018. It was RESOLVED that the Chair sign these Minutes as a true record of that meeting, proposed by Cllr Masters, seconded by Cllr Martin with all in favour.</p> <p>b) Minutes of the Annual Parish Council Meeting held on 1st May 2018. It was RESOLVED that the Chair sign these Minutes as a true record of that meeting. Proposed by Cllr Masters, seconded by Cllr Martin with all in favour.</p> <p>c) Minutes of the Parish Council Meeting held on 1st May 2018. It was RESOLVED that the Chair sign these Minutes as a true record of that meeting. Proposed by Cllr Masters, seconded by Cllr Martin, with all in favour.</p>	
10	<p>Matters Arising from the above Minutes</p> <p>a) Annual Parish Meeting. No matters arising</p> <p>b) Annual Parish Council meeting. No matters arising.</p> <p>c) Parish Council Meeting. Page 8, Item 10. Cllr Masters reported that he has not progressed the plans for the car park at the Playing Field. It was agreed to let this matter lie for the present. Cllr Daniels will ask Schoolscapes Ltd for some chains for the tyre swing when she contacts them re the D shackles. Richard Bray has nailed back the boards on the Tower Play.</p>	CD
11	<p>Policies</p> <p>a) Freedom of Information Policy and the Parish Council's Publication Scheme. It was RESOLVED To adopt these, proposed by Cllr Bray, seconded by Cllr Masters, with all in favour.</p> <p>b) Grants Policy. It was RESOLVED to adopt this policy, proposed by Cllr Masters, seconded by Cllr Wiltshire with all in favour.</p> <p>c) Privacy Policy. It was RESOLVED to adopt this policy, proposed by Cllr Martin, seconded by Cllr Wiltshire with all in favour.</p> <p>d) GDPR – The Clerk gave the Members an update on the new Data Protection legislation.</p>	Clerk
12	<p>King George V Playing Field.</p> <p>Richard Bray has had a look at the broken fence. It was agreed that the fence needs to be higher, at least 6feet from the ground, to prevent youths from jumping over. Cllr Masters suggested a post and rail fence rather than a chain-link one. Richard Bray will measure and let the Clerk know what materials will be needed so that she can put in an application for funding from Jewsons. The Clerk will speak to A1 regarding the hedge trimming which is particularly bad from Ramshackle Cottage to the pedestrian gate in Watergate Lane, inside, outside and the top.</p> <p>Cllr Wiltshire said that the bench next to the shed has lost its top rail and it needs to be removed. A discussion followed about which benches would be suitable. It was RESOLVED that the Clerk will purchase two benches, both 1.5m with arms, from Amazon at a cost of £304.99 each, one for The Crescent and one for Highgate, proposed by Cllr Bray, seconded by Cllr Martin, with all in favour. Cllr Wiltshire inspected the playing field in May and has sent a report to the Clerk.</p>	Clerk Clerk Clerk
13	The Village Shop. Already Covered	
14	<p>Defibrillator</p> <p>The Clerk said that she has heard nothing from the maintenance people. Cllr Bray will chase them. The proprietors of the shop would like the defibrillator removed from their wall once the shop closes. The Clerk will send a letter to them, once the shop has closed, thanking them for hosting the defibrillator.</p>	Clerk

15	<p>Neighbourhood Development Plan There was a meeting on the 22nd May and Cllr Wiltshire gave some details. There will be a Working Party Meeting on Tuesday 19th June. Notices will be put up for this. The Clerk has started the funding application.</p>	Clerk
16	<p>Footpaths. The Clerk will chase up the Contractor with maps and a schedule.</p>	Clerk
17	<p>Highway Matters Cllr Daniels has reported the overgrown verges at Longstone. The pothole at Pencarrow House has been filled. Cllr Martin said that he had reported three potholes and these have all been filled. The Tiger Teeth are being considered and the Clerk will monitor.</p>	Clerk
18	<p>Cemetery. This is still ongoing. However, the Clerk has looked at the Conveyancing documents and the cemetery is the responsibility of the Parish Council and not the Church.</p>	
19	<p>Correspondence</p> <ul style="list-style-type: none"> • Special Town and Planning Newsletter regarding enforcement investigations. The Clerk reported that because of GDPR, details of enforcement cases will no longer be published. • Email Letter regarding the Celtic Cross. The Cross has been returned to the hedge but not to the Triangle and situated where it is it is in danger of being hit by a flail when the hedge is trimmed. It was agreed that the Clerk will ask Cornwall Council if the Cross should be scheduled and which direction it should face. The Clerk will also ask about the Pumps, one in Watergate Lane and the other opposite the Pub, by the bus shelter. The Clerk will also send a letter of thanks for the return of the Cross. 	Clerk Clerk Clerk
20	<p>Finance</p> <p>a) It was RESOLVED to approve and sign the cheques for the May Payments. Proposed by Cllr Martin seconded by Cllr Wiltshire with all in favour to pay the following;</p> <ul style="list-style-type: none"> • Chq 001874 – Clerk’s May Salary, Office and Expenses • Chq 001875 – BK McNary, Toilet and Bus Shelter Cleaning- £100.00 • Chq 001876 – HMRC Direct, Clerk’s May PAYE - £48.20 • Chq 001877 – Boscawen CEP, NDP Consultant fees- £256.00 • Chq 001878- CL Finance Associates, Internal Auditor Fee - £200.00 • Chq 001879- The Milestone Society, Guide Post - £300.00 • Chq 001880- Glasdon UK Ltd, new bin for playing field - £361.42 <p>b) It was RESOLVED to sign the Bank Reconciliation for May, as circulated to Members, proposed by Cllr Bray, seconded by Cllr Smith with all in favour.</p> <p>c) Benches – already covered.</p> <p>d) The Clerk presented the Annual Accounts Statement for the Audit Return 2017/18. It was RESOLVED to sign this as correct proposed by Cllr Martin, seconded by Cllr Bray with all in favour.</p> <p>e) Following the problems experienced with Lloyds Bank it was RESOLVED that the Clerk will prepare the paperwork to transfer the Parish Council’s accounts to Unity Trust Bank. Proposed by Cllr Smith, seconded by Cllr Martin with all in favour.</p>	Clerk

21	Any Other Business Cllr Martin reported that there will be a CNA meeting on 28 th June which will also be the AGM, to be held at Egloshayle Pavilions, Egloshayle. Cllr Martin also reported that CALC, ahead of its AGM, is sending out a Forward Planning Questionnaire for the Clerk to complete.	Clerk
22	Interview for Casual Vacancy. Already covered	
23	Items for Inclusion in Future Meetings The Village Shop	
24	Date of Next Meeting The next meeting of St Mabyn Parish Council will be held on Tuesday 3 rd July 2018 at 7.30pm at St Mabyn Peace Memorial Hall, St Mabyn. Cllr Daniels and Cllr Bray extended their apologies for this meeting.	

There being no further business to transact the Chair closed the meeting at 9.50pm

Signed.....Chairman. Dated.....

NB. A copy of the Minutes of the Parish Council Meetings can be viewed on the Parish Council website:
www.parish-council/St Mabyn/

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