

## St Mabyn Parish Council

**Minutes of the Meeting of St Mabyn Parish Council held in the Memorial Hall, St Mabyn on Tuesday 7<sup>th</sup> November 2017 commencing at 7.30pm.**

**Present:** Cllrs A Finnemore, Mrs C Daniels, G Martin, Mrs C Bray, D Masters, R Chadwick  
Mrs P Lloyd and M Grigg (Chairman, arrived late to meeting)

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

There were 5 members of the public present

Item No		Action by
	In the absence of the Chairman and Vice Chairman Cllr Finnemore agreed to Chair the Meeting. (The Chairman arrived late to the meeting and it was decided to allow Cllr Finnemore to continue)	
1	<b>Apologies.</b> Apologies were received and accepted from Cllr J Gillespie. Cllr M Grigg sent apologies for attending the meeting late.	
2	<b>Declarations of Interest</b> a) <b>Agenda Items.</b> None declared b) <b>Gifts.</b> None declared	
3	<b>Written Requests for Dispensations.</b> None received	
4	<b>Public Participation.</b> Mr and Mrs Abbott presented a copy of their recent planning application, which has been submitted to Cornwall Council. The development has been revised to take in the comments made regarding a previous application for the same development, which was refused in 2015. The Chair thanked the Applicants and agreed that nothing further could be discussed until the new application is validated and referred to the Parish Council as a Consultee. Judith Walters wished to register her objection to Planning Application PA17/09376, item 6 of the Agenda, she is concerned about the removal of the Cornish Hedge and access to the development. Cllr Rushworth (Cornwall Council) gave a brief update on what is happening at County Hall. The new Waste Contract will be of main importance in the coming months. The plan is to have weekly recycling collections and introduce a weekly food waste collection (container to be supplied to every household by Cornwall Council), but reduce the black bin bag collections to fortnightly with a restriction of two bags per household per fortnight. Every single household in Cornwall will be provided with a Seagull Proof bag. A discussion followed regarding the costs and practicalities of the scheme and Cllr Rushworth will pass on the Parish Council's comments. The other contentious issue being discussed by Cornwall Council is an application to the Road Fund. Cornwall Council is thinking of borrowing £1billion over the next 5 years to provide housing and maintain services. Finally, Cllr Rushworth reported that a decision has not yet been made regarding the planning application for Chapel Fields.	
5	<b>Response to Public Participation.</b> As above	
6	<b>Planning</b> a) To receive notices of new planning applications received before the agenda finalised: <b>PA17/09376.</b> ST Developments (Cornwall) Ltd, Land South East of West End Cottage, Station Road, St Mabyn, Bodmin. Construction of two dwellings. Cllr	

	<p>Masters declared an Interest in this item, as a neighbour, and took no part in the debate or vote. Printed copies of the plans were looked at and following discussion, Cllr Bray put forward a motion to support the application with the rider that two Dormer bungalows would be preferable to the two proposed houses because of the impact of the roofline on the surrounding area, and that the Cornish Hedge should be moved further back not removed entirely. Cllr Martin seconded this motion, 2votes for and 5 against (Cllr Masters did not take part). Motion failed. <b>Cllr Daniels proposed a motion to Object to the application;</b> it is outside of the Development Boundary for St Mabyn, there are issues with the access to the development and the Cornish Hedge and two Dormer bungalows would be preferable to the two proposed houses because of the impact of the roofline on the surrounding area. <b>Cllr Lloyd seconded this motion, carried by four votes for, two against and one abstention.</b> (Cllr Masters did not take part). It was therefore <b>RESOLVED</b> to Object to the application.</p> <p><b>PA17/09766.</b> Jason Gordon, St Mabyn School, Wadebridge Road, St Mabyn, Bodmin. Works to a tree subject to a tree preservation order. Pruning of Horse Chestnut by 3 metres from 18 metres in height and 12 metres in width. Following discussion, it was <b>RESOLVED</b> to Object to this application, <b>Cllr Grigg proposed, Cllr Masters seconded, and all were in favour.</b> The tree is the subject of a TPO and is not diseased nor causing subsidence or damage to drains etc. It is also felt that the tree is not in close proximity to the football goal on the field.</p> <p><b>EN17/02051.</b> Enforcement notification. Damage to Listed Granite Sign, Guide Post, St Mabyn, Bodmin. The Clerk reported this notification from Cornwall Council. <b>Noted</b></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.</p> <p>d) Other Planning Matters. Cllr Martin reported that on the Cornwall Council Planning Portal there is an application from the developer at Longstone View to remove part of the affordable element from the development, PA16/03409. The Clerk will speak to the Case Officer.</p> <p>The Clerk will book four places on the forthcoming Planning Conference for Cllr Bray, Cllr Martin, Cllr Daniels and Cllr Masters.</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>
<p><b>7</b></p>	<p><b>Minutes of the 3<sup>rd</sup> October 2017 Parish Council Meeting</b> It was <b>RESOLVED</b> that the Chairman should sign the copy of the above Minutes as a true record of that meeting. <b>Proposed by Cllr Martin, seconded by Cllr Daniels with all in favour.</b></p>	
<p><b>8</b></p>	<p><b>Matters Arising from the above Minutes and the Action Tracker:</b> Page 12, Item 10, Richard Bray has carried out the work in the playing fields; the new steps have been made and installed, two new hand rails have been erected and four rotten posts have been capped. Page 12, Item 10. The Clerk will order the new Cradle Swing seat, with D shackles, from Outdoor Play. The Contractor did not take away the collapsed seat and picnic bench as no skip was available. Cllr Daniels will remove the Memorial Plaque from the bench and give to the Clerk.</p>	<p><b>Clerk</b></p> <p><b>Cllr Daniels</b></p>

	<p>The adoption of the Telephone Kiosk at Longstone has been completed and Cllr Daniels will put up the Notice in the kiosk.</p> <p>Cllr Masters reported that the Architect is willing to draw up the plans in the future for the car park at the Playing Field but is very busy now.</p> <p>Page 13, Item 12. The Bridleway at Polglaze belongs to Cornwall Council. The Clerk will contact CORMAC re cutting back the overgrown vegetation.</p> <p>The Clerk will send a letter of thanks to Simon Boon at Ramshackle Cottage thanking him for the excellent work carried out at the Playing Field and send a copy to T Pengelly thanking them too.</p>	<p><b>Cllr Daniels</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p>
<b>9</b>	<p><b>Parish Council Policies and Procedures</b></p> <p>This item was deferred until the December meeting.</p>	
<b>10</b>	<p><b>Playing Fields.</b> Cllr Chadwick said that he did not inspect the playing fields last month but will do so in November.</p> <p>The Clerk will contact Schoolscapes regarding the Checklist for the new play equipment.</p> <p>It was reported that Wadebridge Town U15 Football Team are using King George V playing field for training purposes. They have been seen jumping on the new play equipment and litter has been left. The Clerk will write to the Football Club regarding showing respect for the facility and asking for a donation for its use.</p>	<p><b>Cllr Chadwick</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p>
<b>11</b>	<p><b>Neighbourhood Development Plan.</b> The group had a meeting on the 24<sup>th</sup> October to discuss the questionnaire which has been delivered to every door now. Thank you to all those who helped with delivery. It is hoped to publish the results by the end of November. The next meeting is on the 4<sup>th</sup> December.</p>	
<b>12</b>	<p><b>Footpaths.</b> The Clerk has contacted Cornwall Council with the relevant details of the footpaths needing new Way Markers. Cornwall Council have said that they are willing to supply the new markers.</p> <p>There was some discussion about the seat at Highgate which was damaged by a vehicle crashing in to it. It was <b>RESOLVED</b> to purchase a new GRP seat for the site.</p> <p><b>Cllr Masters proposed, Cllr Finnemore seconded with all in favour that the Clerk should source and make the purchase.</b></p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>
<b>13</b>	<p><b>Highway Matters.</b> Cllr Masters reported seeing cars exiting Watergate Lane the wrong way. It was agreed that the Clerk will send a letter to the residents of Watergate Lane reminding them that it is one way and pointing out the dangers of not adhering to this.</p> <p>Cllr Lloyd reported the significant debris and mud on the roads around Trevilders Farm, Egloshayle. The Clerk will report this to the Clerk at Egloshayle Parish Council and ask for the roads to be cleaned.</p> <p>The Clerk reported the results of the Speed Sensors at Longstone. The speeding traffic is significant enough for the matter to be reported to the Police as a site for priority for future enforcement. The Clerk will keep Council updated on this matter as further information is received.</p> <p>It was reported that the 'Tiger teeth' on each entrance to the village, Highgate, Longstone, Tredinnick Mill and Station Road, are seriously worn away and need repainting. The Clerk will report this to Highways. At Tredinnick Mill the verge also needs to be cut back because it has encroached on the 'Tiger Teeth'.</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>Clerk</b></p>
<b>14</b>	<p><b>Cemetery.</b> The Parish Council is reviewing its procedures regarding the management and maintenance of the cemetery. It was agreed that the Clerk will</p>	

	contact the Church Wardens, and in the first instance Mrs Carol Grigg, regarding the matter.	Clerk
15	<p><b>Public Toilets.</b> The Clerk has received a copy of a contract for the toilet and bus shelter cleaning (2011/12). It was agreed that there will be a review from 1<sup>st</sup> April 2018 and consideration for this will be added to the 2018/19 Budget.</p> <p>The Clerk will purchase the items highlighted by the Cleaner.</p> <p>A letter has been received from EDF regarding a meter at the public toilets. The former Clerk had been dealing with Western Power and Cllr Daniels and the Clerk will look through the archives for more information. The Clerk will also contact EDF for more information.</p> <p>It was reported that the electricity box on the outside of the shed at the Playing Field is still live and it needs to be cut off to make it safe.</p> <p>The Clerk will contact the relevant people.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk &amp; Cllr Daniels</p> <p>Clerk</p>
16	<p><b>Correspondence</b></p> <p>a) HMRC letter acknowledging PC compliance with Auto -Enrolment Regulations and Duties. Clerk reported that necessary actions have been carried out. <b>Noted</b></p> <p>b) Email from N Garland re update on plans for the playing fields. The Clerk will update Mr Garland. <b>Noted</b></p> <p>c) Completion Notice for the adoption of the Telephone Kiosk at Longstone. <b>Noted</b></p> <p>d) Email from Cornwall Autism Partnership re plaque on public toilets. No hand dryers in toilets. <b>Noted</b></p> <p>e) Report from Highways re Speed Monitoring at Longstone Crossroads. <b>Already covered</b></p> <p>f) Email from D Ebsary, CORMAC, re new Way Markers for the footpaths. <b>Already covered</b></p> <p>g) Invitation to Cornwall Preventing Violent Extremism &amp; Terrorism Conference. <b>Noted</b></p> <p>h) Invitation to Localism Summit 2017. Cllr Martin will attend at St Austell. Clerk to book.</p> <p>i) Resignation of Councillor Mrs Angela Batchelor. The Clerk reported receiving an email letter from Cllr Batchelor resigning from the Parish Council. The Clerk will now make the necessary arrangements for advertising the position.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
17	<p><b>Finance</b></p> <p>a) It was <b>RESOLVED</b> to sign the cheques for October as detailed in the circulated summary and below. <b>Proposed by Cllr Martin, seconded by Cllr Finnemore with all in favour</b> to make the following payments:</p> <ul style="list-style-type: none"> <li>• 001819 – L Coles, Clerk Sept Salary and Expenses etc.</li> <li>• 001820 – Post Office Ltd, HMRC, Clerk’s Sept PAYE</li> <li>• 001821 – B K McNary, Toilet and Bus Shelter Cleaning, £80</li> <li>• 001822 – A1 Tree &amp; Grounds, Invoice 1004 - £288</li> <li>• 001823 – Came &amp; Co, Annual Parish Insurance, £987.01</li> <li>• 001824 – Phoenix Print, Printing Questionnaires, NDP, £540</li> <li>• 001825 – C Daniels, reimbursement for postage, £6.45</li> </ul> <p>b) It was <b>RESOLVED</b> to sign the Bank Reconciliations for September, circulated to Members, <b>proposed by Cllr Finnemore seconded by Cllr Lloyd with all in favour.</b></p>	

	<p>c) Draft Budget and Precept. This item was deferred to the December meeting.</p> <p>d) The Clerk circulated copies of the External Auditor's Report to the Members. This has been published on the Parish Council website along with the Notice of Conclusion of Audit.</p> <p>e) Parish Insurance and Asset Register. This item is ongoing. The Clerk will start to put together a register of the Parish Council's assets.</p>	<b>Clerk</b>
<b>18</b>	<p><b>Any Other Business</b></p> <p>Cllr Martin had circulated a report of his recent attendance at the CALC Conference. Cllr Martin would like to sit on the CALC Executive, <b>Cllr Masters proposed, Cllr Brady seconded with all in favour.</b> The Clerk will submit his nomination paper to CALC.</p>	<b>Clerk</b>
<b>19</b>	<p><b>Items for Inclusion in Future Meetings</b></p> <ul style="list-style-type: none"> <li>• Parish Council policies and Procedures</li> <li>• Public Toilets- Closed session</li> <li>• Budget and Precept</li> <li>• Casual Vacancy</li> </ul>	
<b>20</b>	<p><b>Date of next meeting.</b></p> <p>The next Parish Council meeting will be held on Tuesday 5<sup>th</sup> December commencing at 7.30pm.</p>	

There being no further business the meeting closed at 10.00pm

NB. A Copy of these Minutes and those of previous meetings can be viewed on the Parish Council Website:  
<http://www.parish-council.com/StMabyn/>