

St Mabyn Parish Council
Minutes of the Meeting of St Mabyn Parish Council held in the Memorial Hall, St Mabyn,
on Tuesday 4th June 2019, commencing at 7.30pm.

Present: Cllrs: M Grigg (Chairman), G Smith (Vice Chairman), D Masters, G Martin, R Chadwick, A Finnamore and Mrs C Bray

In Attendance: Mrs L Coles, Parish Clerk, Cllr S Rushworth, Cornwall Councillor.

There were no members of the public present

Item No		Action By
	Cllr Smith, Vice Chair, opened the meeting in the absence of Cllr Grigg, Chairman, who was late to the meeting.	
1	Apologies. Apologies were received and accepted from Cllr C Daniels and Cllr P Lloyd.	
2	Declarations of Interest a) Agenda items. None declared. b) Gifts. None declared.	
3	Consideration of Written Requests for Dispensations. None received.	
4	Annual Governance Statement 2018/19. (Circulated to Members). The Internal Audit has been received and it shows a clean audit with no issues raised. It was RESOLVED to sign the Annual Governance Statement as circulated, proposed by Cllr Martin, seconded by Cllr Masters with all in favour. Signed by Cllr Smith who was Chair of the meeting at this point. Cllr Martin thanked the Clerk for her work.	
5	Unitary Councillor's Report. Cllr Rushworth said that a lot of the time is taken up with the Community Governance and Boundary Review. The panel is aware of the challenges in parts of the County but Ward Members must not make any comment on the Review. Cllr Grigg, Chairman arrived at the meeting and took the Chair from Cllr Smith. Cllr Rushworth said the investment programme is making headway. The Space Port will cause some future conversations. The other big thing at the moment is Climate Change, Cornwall Council has adopted Emergency Climate Change. There is conflict with the Airport becoming carbon neutral by 2025. Food is going to become the most important commodity. The National Grid cannot take any more electricity than it is at the present time so wind and solar power are not needed to generate more than they are already doing. There was some discussion around alternative energy. CORMAC is working hard to become more efficient. The University is looking to expand more into academic. Cllr Rushworth has raised the problems on the 'cobbles' and it is programmed in to the schedule to be done. Cllr Martin will attend the Community Network Area meeting on the 13 th June.	
6	Public Participation. No matters brought forward.	
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 was published. None received. c) Planning Decisions received from Cornwall Council. None received.	

	d) Other Planning Matters. Cllr Martin asked if there was any news on Chapelfield because the website is not showing a decision. The Clerk will ask the Case Officer for an update.	Clerk
9	Minutes of the following Meetings: a) Annual Parish Meeting held on Tuesday 7th May 2019. It was RESOLVED to sign the copy of these Minutes as a true record of that meeting. Proposed by Cllr Smith, seconded by Cllr Masters with all in favour. b) Annual Parish Council Meeting held on Tuesday 7th May 2019. Subject to the addition 'seconded by Cllr Lloyd' (for the proposal for Cllr Daniels) Item 2 Election of Vice Chair.... It was RESOLVED to sign the copy of these Minutes as a true record of that meeting. Proposed by Cllr Smith, seconded by Cllr Bray with all in favour. c) Parish Council Meeting held on Tuesday 7th May 2019. It was RESOLVED to sign the copy of these Minutes as a true record of that meeting. Proposed by Cllr Smith, seconded by Cllr Martin with all in favour.	
10	Matters Arising from the above Minutes and Action Tracker. The Clerk circulated quotes for the new Notice Boards. It was RESOLVED that the Clerk will purchase two black powder coated aluminium Notice Boards, one for Longstone and the other for St Mabyn Village, from Creative Solutions at a cost of £450.19 +VAT each, proposed by Cllr Smith, seconded by Cllr Martin with all in favour.	Clerk
11	King George V Playing Field. Cllr Masters has had a key cut for the Playing Field gate and will leave the spare in the Community Shop for A1 to collect and keep. The Clerk will notify them. The notices on the gates say that there is 'limited parking' in front of them. These will be replaced by three signs stating 'No Parking – Access Required at all Times', 'No Dogs Allowed' and 'Pedestrian and Wheelchair Access – Strictly No Parking'. Cllr Masters said that three cones will be fixed in front of the pedestrian gate as a trial to see if this deters people from parking in front of it. The Clerk reported that the quotes for a seesaw are not competitive with the one received from Sovereign Play. The Clerk will contact Sovereign and ask them to install the seesaw as agreed at a previous Parish Council meeting. The Parish Council will take the spoil away.	Clerk Clerk Clerk
12	The Community Shop and Public Defibrillator. The shop is still without a Post Office but this should be happening between 20 th and 24 th June. It has been decided to employ two shop managers, 30hours per week split between the two, to provide cover for each other and run the Post Office. The Clerk has not heard from Duchy Defibrillators regarding a sign or how to access the box. It was asked if they can come and explain how to access the defibrillator to the Parish Council. This will also be added to the Action Tracker.	Clerk
13	Neighbourhood Development Plan. The Clerk reported that the draft results of the survey have been received from Boscawen CEP. A meeting of the Steering Group has been scheduled for the 20 th June. The Clerk will put some detail together to the policies from the Report for the meeting.	Clerk
14	Footpaths. Cllr Masters said that the Contractor no longer wishes to carry out the maintenance of the footpaths. The Clerk will approach A1 Trees & Grounds Ltd and ask them if they would like to tender. The footpath by the Church badly needs weeding, Cllr Rushworth will speak to Cornwall Council again. Cllr Smith asked how Cornwall Council would feel about the Parish Council	Clerk Clerk

	<p>taking over the footpath. The Clerk will ask Peter Marsh and this will be discussed at the next PC meeting.</p> <p>An email has been received from James Mutton about the need to lock his farm gates because walkers are leaving them open and there has been a serious issue with stock control.</p> <p>Cllr Martin reported that the stile at Chapelfield is in need of repair. He will let the Clerk know the exact location so that she can report it.</p>	GM Clerk
15	<p>Bus Shelter at Longstone.</p> <p>The Clerk reported the quote that has been received from CORMAC for the removal of the bus shelter and the reinstatement of the wall and verge, £9,168.12 +VAT. The Clerk will email details and photographs of the bus shelter with the proposal from the resident to purchase this land from Cornwall Council to incorporate the shelter/wall within her garden, to Cllr Rushworth who will take this up with Cornwall Council Property department. The Clerk will inform the Resident.</p>	Clerk Clerk
16	<p>Telephone Kiosk.</p> <p>This item was deferred to the next meeting.</p>	Clerk
17	<p>Highway Matters.</p> <p>The Clerk reported that she has submitted an EOI to the Community Network Highways Scheme for the Tiger Teeth and the Decals near the Playing Field.</p> <p>Cllr Smith reported that Cornwall Council had attended the site in Station Road, today, and is angry that Kier has not repaired the verge.</p> <p>It was reported that a tractor fire has caused extensive damage to the trees and hedge, roots exposed and soil fallen away, on Station Road towards Dinham Bridge. The Clerk will report this to Cornwall Council, Highways, as urgent.</p> <p>Cllr Rushworth left the meeting.</p>	Clerk
18	<p>Car Park.</p> <p>The Clerk reported that the Diocese, via Savills, has agreed to take out Clause 17 of the Heads of Terms. The Clerk was instructed to proceed with a Planning Application for the Car Park based on the drawings held. RESOLVED, proposed by Cllr Smith, seconded by Cllr Bray with all in favour.</p> <p>The Clerk will chase Savills regarding contact with the Farmer to let him know what is proposed for the field and how it will affect his lease of the land.</p> <p>Cllr Masters reported that the Community Shop is erecting a shed for use as an office behind the Community Shop but still within the curtilage of the Old Canteen Site.</p>	Clerk Clerk
19	<p>Celtic Cross.</p> <p>The Chairman handed this item over to Cllr Bray. Members have visited the site and taken on board the comments by Andrew Langdon. A discussion followed about the best place for the Cross. Cllr Bray proposed a motion to put the Celtic Cross back on the Triangle, seconded by Cllr Martin, two votes for and five against. Motion failed.</p> <p>Cllr Smith proposed a motion to leave the Celtic Cross where it is, seconded by Cllr Chadwick, five votes for, two against. Motion carried.</p> <p>The Celtic Cross will remain on the verge where it is.</p>	
20	<p>Casual Vacancy.</p> <p>This has been advertised but there has been no response. It was agreed to leave this item until the public meeting for the Neighbourhood Development Plan.</p>	
21	<p>Correspondence. This item was noted at the last PC meeting.</p>	
22	<p>Finance</p> <p>a) Payments. It was RESOLVED to pay the following cheques/payments for May, proposed by Cllr Chadwick seconded by Cllr Smith with all in favour:</p>	

	<p>Chq 300045 – L Coles, Clerk’s May salary, Office and Expenses Chq 300046 – B McNary, Cleaning of Toilets and Bus Shelter, May - £100.00 Chq 300047 – HMRC Direct, Clerk’s May PAYE & NIC Chq 300048 – CL Finance Ltd, Internal Audit 2018/19 - £240.00 Chq 300049 – St Mabyn Peace Memorial Hall, hire of hall for meetings - £334.23 Chq 300050 – A1 Tree & Grounds Ltd, grass cutting at King George V Field - £168.00</p> <p>b) Bank Reconciliations. It was RESOLVED to sign the bank reconciliations for May, Proposed by Cllr Martin seconded by Cllr Smith with all in favour.</p> <p>c) Annual Accounts Statement 2018/19. It was RESOLVED to sign the Annual Accounts Statement as being a true record of the accounts for St Mabyn Parish Council. Proposed by Cllr Smith, seconded by Cllr Chadwick with all in favour.</p> <p>d) Notice Boards. Already covered.</p>	
23	<p>Any Other Business. Cllr Martin had a copy of the CALC training Schedule for this year. It was agreed that the Clerk will ask the Monitoring Officer at Cornwall Council if there is to be any Code of Conduct training. The Clerk would like to attend the Budgeting and Financial Control training, as a refresher. It was RESOLVED that the Clerk can book this training with CALC cost £65+VAT, proposed by Cllr Masters ,seconded by Cllr Smith with all in favour.</p>	Clerk Clerk
24	<p>Items for inclusion in future meetings. Items brought forward from these Minutes</p>	Clerk
25	<p>Date of next meeting. The next meeting will be held on Tuesday 2nd July at 7.30pm</p>	

There being no further business to transact the Chairman closed the meeting at 9.29pm

Signed.....Chairman

Date.....

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

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