

**St Mabyn Parish Council**  
**Minutes of the Meeting of St Mabyn Parish Council held in the Memorial Hall, St Mabyn,**  
**on Tuesday 3<sup>rd</sup> September 2019, commencing at 7.30pm.**

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

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

There were 3 members of the public present

Item No		Action By
1	<b>Co-option of New Councillor.</b> Cllr Richard Martin, having been co-opted to the Council following the last meeting, signed a Declaration of Acceptance of Office, witnessed by the Clerk, and took his place at the table. Cllr R Martin will complete a Register of Interests and bring it to the next meeting.	
2	<b>Apologies.</b> Apologies were received and accepted from Cllr R Chadwick for the meeting and from Cllr S Rushworth who will be late to the meeting.	
3	<b>Declarations of Interest</b> a) Agenda Items. None declared b) Gifts. None declared	
4	<b>Consideration of written requests for dispensation.</b> None received	
5	<b>Unitary Councillor's Report.</b> Item deferred with the agreement of the Members until later in the meeting because Cllr Rushworth had not arrived at this point.	
6	<b>Public Participation.</b> No matters brought forward.	
7	<b>Response to Public Participation.</b> Not applicable	
8	<b>Planning</b> a) <b>Planning applications received before the Agenda was finalised:</b> <b>PA19/06346</b> , Woodlands, Rectory Lane, St Mabyn, Bodmin. Tree works to trees subject to a TPO namely: T1) Black Poplar (Populus Nigra), T2) English Oak (Quercus Robur), and T3) Horse Chestnut (Aesculus Hippocastanum). It was <b>RESOLVED</b> to support this application, <b>proposed by Cllr G Martin, seconded by Cllr Smith with all in favour.</b> <b>PA19/06842</b> , Trelinden, Rectory Lane, St Mabyn, Bodmin. T1 Lime – to reduce the entire crown by 2m. Height from approximately 16m to 14m, lateral growth from 5m to 3m. To remove epicormics on main stem up to crown break to aid future inspections. It was <b>RESOLVED</b> to support this application, <b>proposed by Cllr G Martin, seconded by Cllr Smith with all in favour.</b> b) <b>Planning applications received after the Agenda was published.</b> None received. Cllr G Martin reported that the development at Chapelfield Stage 2 has not been approved yet. c) <b>Planning decisions received from Cornwall Council.</b> None received d) <b>Other Planning Matters.</b> Cllr G Martin brought an application for St Kew to the Council's attention, PA19/04475. The development is on the parish boundary. It was <b>RESOLVED</b> that the Clerk will submit a comment of support for the application. <b>Proposed by Cllr Daniels, seconded by Cllr Masters with all in favour.</b>	Clerk

	The Clerk reported that she had booked places for the Planning Conference on the 29 <sup>th</sup> October, 4pm – 8.30pm, at St Austell. Cllr Bray, Cllr Daniels, Cllr G Martin and Cllr R Martin will attend.	
9	<b>Minutes of the meeting held on Tuesday 2<sup>nd</sup> July 2019.</b> It was <b>RESOLVED</b> to sign the Minutes of the meeting held on Tuesday 2 <sup>nd</sup> July as being a true record of that meeting. <b>Proposed by Cllr Daniels, seconded by Cllr G Martin with all in favour.</b>	
10	<b>Matters arising from the above Minutes and the Action Tracker</b> <ul style="list-style-type: none"> <li>• The Clerk will send a copy of the ROSPA Report to Cllr Daniels</li> <li>• The Clerk has taken delivery of the new notice boards and Cllr Masters will liaise regarding collecting them and putting them up. The old, closed, notice board might be utilised by the Community Shop.</li> <li>• Footpath by the Church. Cllr Rushworth has said that the Parish Council can have the responsibility of this footpath, according to Peter Marsh, Cornwall Council. The Clerk will contact PM regarding funding for the maintenance of this path.</li> <li>• The stile is still not repaired; the plywood is rotting away and is now not high enough to keep the sheep in the field. The Clerk will chase again.</li> <li>• The Clerk reported that the issues of overlooking and child safety had been resolved between St Mabyn Inn and the School, to mutual satisfaction.</li> </ul>	Clerk Clerk Clerk Clerk
11	<b>King George V Playing Field.</b> Cllr Chadwick had reported that the grass cuttings have still not been picked up and are laying on the football pitch. The Clerk will contact A1 again and ask that the cut grass is collected as per the contract. The Clerk reported that the new seesaw will be installed on Friday. Cllr Masters will arrange for water to be available and sort the fencing out if needed. Any spoil from the site is to be distributed around the edge of the playing field. Cllr Daniels reported that the seed growing idea is ongoing. <b>Cllr Rushworth arrived at the meeting.</b>	Clerk DM
12	<b>Young Farmers.</b> Cllr Grigg has invited the Young Farmers to the October meeting to discuss the tree planting. An offer of help with planting and future maintenance has been received from St Mabyn Garden Club and the Clerk will reply to the letter.	Clerk
5	<b>Unitary Councillor's Report.</b> Cllr Rushworth talked about the bus shelter at Longstone (item 15 of the agenda) and said that he has had meetings with the head of property at Cornwall Council. The simplest thing will be for the Parish Council to purchase the land that the bus shelter sits on and then transfer it to the residents who wish to purchase it. Cllr Rushworth will investigate the costs of this and report back at the next Parish Council meeting. Cllr Rushworth has put in a motion to Cornwall Council to get the CEO to ask the Secretary of State to speak to the Members in a briefing about part of Newquay Airport becoming a free port. Regarding funding for the footpath, item 10 of the Minutes, Cllr Rushworth will speak to Peter Marsh. <b>Cllr Rushworth left the meeting.</b>	SR
13	<b>Neighbourhood Development Plan.</b> The Clerk had circulated the Minutes of the meetings held on 19 <sup>th</sup> July and 6 <sup>th</sup> August to the Members. Cllr G Martin spoke about the Cornwall Council interactive maps. The Housing Needs Survey has been drafted, the Clerk will ask Jeff Muir for a reply to Cllr Daniel's query about the numbers of houses for developments. There was a discussion about the scales of development within the Survey. It was agreed that the Clerk can pay for the Survey to be printed. The next meeting of the Steering Group will be held on Tuesday 10 <sup>th</sup> September in the Peace Memorial Hall at 7pm.	Clerk Clerk

14	<p><b>Footpaths.</b> Cllr G Martin reported that the wooden signpost beside the Monument needs maintenance. The Clerk will contact the Countryside Access Team.</p> <p>Cllr Masters will inform the new contractor that he can start cutting the footpaths as soon as possible and the Clerk will send him a copy of his contract.</p>	<p>Clerk</p> <p>Clerk</p>
15	<p><b>Bus Shelter at Longstone.</b> Already covered.</p>	
16	<p><b>Telephone Kiosk.</b> This item was deferred.</p>	
17	<p><b>Casual Vacancy.</b> A letter of resignation has been received from Cllr Mrs P Lloyd, who is stepping down for personal reasons. It was agreed that the Clerk will send a card thanking Penny Lloyd for all of her hard work as a councillor.</p>	<p>Clerk</p>
18	<p><b>Highway Matters.</b> Cllr Masters reported that Cornwall Council has started to repaint the tiger teeth at the entrances to the village.</p> <p>It was reported that the trees that suffered fire damage from the tractor fire have fallen into the road, as predicted, despite CORMAC stating that they were safe. Luckily no one was hurt. These have been removed but the Clerk will write to CORMAC, with photographs, to prove the Parish Council's point.</p>	<p>Clerk</p>
19	<p><b>Car Park.</b> Cllr Masters said that there has been a change to the proposed plans. It is felt that the car park will be better sited behind the Parish Hall with steps and wheelchair access up to the public toilets and hall. The fence line will run from the rear of 14 Wadebridge Road (residents are in agreement), to a point that is two car widths from the side of the Community Shop running up to the road to provide the access, egress. The piece of land running alongside the access track will be left as pasture but used as an overspill car park area for events, this will mitigate the space needed for maintenance to the electricity poles etc. It will be fenced off, with a gate so that the tenant farmer can use it for grazing to keep the grass down, and opened up as required. A revised drawing was shown (Appendix 1 to these Minutes) and the Clerk will send a copy to Savills for comment. Rechargeable electric points were discussed and this will be an agenda item for the next meeting. <b>RESOLUTION: Cllr Smith proposed acceptance of the new plan, seconded by Cllr Bray with all in favour.</b> The Clerk will reply to the resident who had complained about the original plan. Cllr Master will get a revised quote for the change in fencing.</p>	<p>Clerk</p> <p>Clerk DM</p>
20	<p><b>Reports from other Organisations:</b></p> <p>a) <b>Community Shop.</b> It was reported that the new managers are settling in and everything is running well. It is hoped that the Post Office will be installed by mid-October. On Tuesday 1<sup>st</sup> October there will be a celebratory event to mark the first anniversary of the shop and to thank the volunteers for their sterling work.</p> <p>b) <b>Community Network Area meeting.</b> There has not been a recent meeting. Cllr G Martin said that the CALC AGM will be held soon and he would like a councillor to attend. There are spaces on the CALC Executive Board.</p>	
21	<p><b>Correspondence</b></p> <p>a) Cornwall Council various emails regarding Climate Change and Carbon Neutral Cornwall. <b>Noted. Clerk to monitor.</b></p> <p>b) Email from Community Link Officer re CCRN Training Workshops. <b>Noted</b></p> <p>c) Email re Incident report Cards training for Parish Councils. <b>Clerk to attend.</b></p> <p>d) Cornwall's Draft Homelessness and Rough Sleeping Strategy. <b>Noted</b></p> <p>e) Middle Treworder Community Fund. <b>It was agreed that the Clerk will submit an application for funding toward the car park.</b></p> <p>f) Communities and Devolution Bulletin. CGR update and local meetings, stage 2. <b>Noted.</b></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
22	<p><b>Finance</b></p>	

	<p><b>a) Payments.</b> It was <b>RESOLVED</b> to make the payments and sign the cheques for August, including the Clerk's salary, expenses and PAYE. <b>Proposed by Cllr G Martin, seconded by Cllr Masters with all in favour of the following:</b></p> <ul style="list-style-type: none"> <li>• Chq 300061 – C J Hyde, Cemetery maintenance - £400.00</li> <li>• Chq 300062 – L Coles, Clerk, August salary, office and expenses</li> <li>• Chq 300063 – HMRC, Clerk's August, month 5, PAYE</li> <li>• Chq 300064 – B McNary, cleaning of toilets and bus shelter for August - £100.00</li> <li>• Chq 300065 – Duchy Defibrillators, Annual fee and set up charge - £342.00</li> <li>• Chq 300066 – Boscawen CEP, NDP, Leaflet design and printing costs - £342.80</li> <li>• Chq 300067 – Boscawen CEP, NDP, project management for attending meetings-£192.0</li> <li>• Chq 300068 – A1 Trees and Grounds, 5x cuts of King George V Playing Field- £840.00</li> <li>• Chq 300069 – Came and Company, Annual Parish insurance - £1184.80</li> </ul> <p><b>Receipts:</b> Burial Fees £313.00</p> <p><b>b) Bank Reconciliations.</b> It was <b>RESOLVED</b> to sign the bank reconciliations for July and August as being correct. <b>Proposed by Cllr G Martin, seconded by Cllr Masters with all in favour.</b></p> <p><b>c)</b> Cllr G Martin said that it would be an idea for the Clerk to have a payment card on the Parish Council bank account for ease of purchasing items for the Council. The Clerk will look into this and report back at the next meeting.</p>	<b>Clerk</b>
<b>23</b>	<b>Any Other Business</b> Nothing brought forward.	
<b>24</b>	<b>Items for the next Agenda</b> <ul style="list-style-type: none"> <li>• Cemetery maintenance</li> <li>• Rechargeable electric points for the car park</li> </ul>	<b>Clerk</b>
<b>25</b>	<b>Date and time of the next Parish Council meeting.</b> The next meeting will be held on Tuesday 8 <sup>th</sup> October 2019 at 7.30pm.*	
	<b>*PLEASE NOTE CHANGE OF DATE OF NEXT MEETING TO 2<sup>ND</sup> TUESDAY OF OCTOBER</b>	

There being no further business to transact the Chairman closed the meeting at 9.20pm.

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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