

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

**Present:** Cllrs. J Gillespie, D Masters, Mrs A Batchelor, Mrs C Bray, R Chadwick,

**Also attending:** Mrs J Hoskin (Parish Clerk)

In the absence of the Chairman, Cllr J Gillespie chaired the business for this meeting.

Item No.		Action by
1	<b>Public Session:</b> There were no members of the public present.	
2	<b>Apologies for absence</b> were received from Cllrs. M Grigg (Chairman), A Finnamore, Mrs C Daniels, Mrs P Lloyd.	
3	<b>Members Declarations of Interest:</b> None declared at this stage of the meeting.	
4	<b>Minutes:</b> The Minutes of the Meeting held on the 7 <sup>th</sup> February 2017 were approved and signed by Cllr J Gillespie.	
5	<b>Matters Arising:</b> <b>Item 15 Highway Matters</b> – It was noted that the potholes had been filled and the directional sign replaced.	
6	<p><b>Planning Applications / Planning Matters:</b> The Council received a report from the planning committee.</p> <p><b>PA16/09400 BR Hodgson Group Ltd, Longstone Filling Station, St Mabyn – Application for variation of condition 4 and condition 12 in respect of decision 2005/00115 for demolition and redevelopment of petrol filling station and car workshops and erection of one retail shop with flat above, eight residential dwellings and one live/work unit; namely vary condition 4 to “the new shop be provided” at the end of phase 3 in accordance with the submitted phasing plan and condition 12 to be varied to be in line with the new phasing, which is shown on the submitted plan and in accordance with new Section 106.</b></p> <p>The Council supported the recommendation of the sub-committee and supported this application.</p> <p>The Committee advised that the developer may consider making provision for the school bus to pull off the main road to collect and drop of passengers.</p> <p><b>PA16/10274 BR Hodgson Group Ltd, Longstone Filling Station, St Mabyn – Application for variation of condition 2 on decision 2006/0252 for demolition and redevelopment of a petrol filling station and workshops and erection of one retail shop with managers flat above, eight residential dwellings and one live / work unit; namely condition 2 – the wording to be varied to reflect the provision of affordable units, in accordance with the new phasing which is shown on the submitted phasing plan.</b> The Council supported the recommendation of the sub-committee and support this application.</p>	

	<p><b>PA17/00440 Mr &amp; Mrs Steele, The Linhay, St Mabyn – Rear extension to existing dwelling.</b> The Council supported this application having accepted the recommendation of the sub-committee.</p> <p><b>PA17/ 01194 Mr Zak Hill, Land at Pencarrow, Washaway – Works to various trees covered by a tree preservation order.</b> Cllr Mrs C Bray notified the Council that a site visit had not yet been held. The application was not being decided until April so would be reported at the next meeting.</p>	Plann Comm
7	<p><b>Accounts / Financial Matters:</b> The Council approved the payment of accounts as listed on the finance report. The Clerk confirmed that the Vat claims had been completed. The Clerk was making enquiries regarding the appointment of a new internal auditor to take the place of Mr Abraham (South &amp; West Internal Audit) who was no longer working owing to ill health. The Council would like to obtain costs from three companies, if possible. The invoice from Grant Thornton for the 2016 audit had not yet been received.</p>	Clerk Clerk
8	<p><b>Grass Cutting / Maintenance Contract:</b> The Council opened and discussed the tenders received for the grass cutting and maintenance contract. The Costs were as follows:- a) £2160.00 plus Vat b) £3960.00 Plus Vat c) £4950 No Vat</p> <p>It was agreed to grant tender a) for a period of two years. Proposed Cllr D Masters, seconded by Cllr Mrs A Batchelor, all in favour.</p> <p>Cllr D Masters reported on a letter received from the Parochial Church Council regarding the grass cutting at the cemetery. It had been confirmed that a donation was paid for this work and the misunderstanding was between the PCC and its members.</p>	Clerk
9	<p><b>CC LMP Footpaths:</b> Trimming would commence when the weather improved. The Clerk will follow up the stile kits and pass the way marker discs to Cllr Mrs C Bray.</p>	Clerk
10	<p><b>Playing Field:</b> Cllr Mrs C Daniels was unable to attend the meeting to give an update on the grant applications and work outstanding. The Clerk stated that Schoolscapes did not carry out general repairs to existing play equipment. Cllr Mrs C Daniels had completed an application to the County Councillors Community Chest fund. The Council agreed that the playing field committee (or Cllrs D Master and Mrs C Daniels) be permitted to make decisions on the existing play equipment and the field and authorise any urgent work required regarding its usage and safety. The Council agreed to accept the quote from the Outdoor Play People for the replacement steps and resolved that Cllr Mrs C Daniels makes the final decision on the design choice.</p>	PF Comm CD

11	<p><b>Correspondence:</b></p> <ul style="list-style-type: none"> <li>○ <b>B3266 Longstone Junction</b> – The Clerk read the reply from Cormac along with the Radar Class (speed monitoring) report dated March 2016. It was decided that permission be requested to install mirrors at Longstone side of the junction and that the red surface strips be reinstated.</li> <li>○ <b>Cornwall Association of Local Councils</b> weekly news roundup.</li> <li>○ <b>Cornwall 4 Change Newsletter</b> March 2017.</li> </ul>	Clerk
12	<p><b>To Agree / Discuss:</b></p> <ul style="list-style-type: none"> <li>○ <b>Report from Community Network meeting, if available:</b> Date of next meeting – 16<sup>th</sup> March 2017. The agenda and notes from the previous meeting were available.</li> <li>○ <b>Public Toilets – replacement windows:</b> The windows had been made and would be fitted when the weather improved.</li> <li>○ <b>Neighbourhood Plan – consultation:</b> Cllr J Gillespie reported that the Steering Group had met the previous week and affirmed the need for a Neighbourhood Plan and agreed to move forward. It was recommended that the designated area be kept to the St Mabyn parish boundary and Cornwall Council will be informed of this. The Parish Council supported this decision. The next meeting would discuss the community engagement strategy.</li> <li>○ <b>Beating the Bounds of the parish:</b> It was agreed the Beating of the Bounds be held mid to late September 2017 after the harvest had been removed from the fields.</li> <li>○ <b>Car Park area for playing field:</b> Having looked at the forms from the Fields in Trust, Cllr D Masters reported on the information required before the forms could be submitted. Agreed that the Clerk and Playing Field Committee confirm the details required and submit the form once completed.</li> </ul>	<p>JG</p> <p>Clerk Comm</p>
13	<p><b>Parish Matters / Any other Business:</b></p> <ul style="list-style-type: none"> <li>○ <b>BT Adopt a Kiosk</b> – The Clerk reported that the applications form to adopt the kiosk at Longstone had been submitted.</li> <li>○ <b>Election nomination papers:</b> Councillors present were given election nomination packs for the May 2017 election. The Clerk will ensure that packs are sent to those not present. Cllr Mrs A Batchelor advised that papers needed to be submitted by 4.00pm on the 4<sup>th</sup> April.</li> </ul>	
14	<p><b>Date of next Meeting:</b> Tuesday, 4<sup>th</sup> April 2017</p>	
15	<p><b>To close the Meeting:</b> There being no further business the meeting closed at 9.40pm.</p>	

Dated: 4<sup>th</sup> April 2017

Signed: