

St Mabyn Parish Council

AGM and monthly meeting of St Mabyn Parish Council

held on Tuesday 16th May 2017 at 7.30pm

Present: Cllrs M Grigg, J Gillespie, A Finnamore, R Chadwick, Mrs A Batchelor, G Martin, Mrs C Bray, Mrs P Lloyd, Mrs C Daniels.

Also attending: Mr Chris Tyson (member of the public)

Councillors received their files containing all relevant documentation for their term of office, including Code of Conduct and Standing Orders, and received their Register of Interests forms which were filled out and returned to Charlie Daniels who will return on the Councillor's behalf.

Meeting opened at 7.35pm.

Councillors signed their Declarations of Acceptance of Office.

It was agreed that Cllr M Grigg should chair the meeting until such time that the new chair is elected at Item 4 on the Agenda. Proposed: Alison Batchelor, seconded: Penny Lloyd. It was noted that as the Clerk is not in attendance, Charlie Daniels will take the minutes and fulfil some of the duties of the clerk for this meeting.

1.Public Participation:

Mr Chris Tyson, chairman of the company developing the land beside the B3266, spoke to the Council about the development at the old Longstone Filling station site and the planned changes to the 10 year old permission to include phasing timetable, the removal of the shop and possible changes to the affordable housing units. The road accessing the properties will not be adopted. The septic tank/sewerage system will be placed to other side of the existing bungalow from the development. The Council asked if consideration could be given to the bus stop for the school children to which Mr Tyson intimated they would try their best to accommodate this.

Public participation closed at 7.45pm.

2. Apologies for absence – none, all present.

3.Member's Declaration of Interests – none declared.

4. Election of Chair and Vice chair:

Chair – nomination of Mark Grigg (accepted)

Proposed: Alf Finnamore

Seconded: Carol Bray

All in favour, one abstention (Graham Martin)

Vice Chair – nomination: Carol Bray (declined)

nomination: Jake Gillespie (accepted)

Proposed: Carol Bray

Seconded: Alison Batchelor

All in favour, two abstentions (Alf Finnamore, Graham Martin)

Cllr Mark Grigg signed the Chairman's Declaration of Acceptance of Office.

5. Election of Sub-Committees and representatives:

Members were asked to express an interest in the committee or other bodies they would like to represent the Council for, and all were in favour of the following appointments:

Staffing and Contracts:

Chair (Mark Grigg), Vice Chair (Jake Gillespie) Alison Batchelor, Alf Finnamore, Carol Bray.

Proposed: Jake Gillespie, seconded: Graham Martin

Planning Committee:

Penny Lloyd, Graham Martin, Rob Chadwick, Carol Bray (as Chair), Mark Grigg, Jake Gillespie.

Proposed: Charlie Daniels, seconded: Alf Finnamore

Playing Field Committee:

Charlie Daniels, Rob Chadwick, Alison Batchelor, Alf Finnamore.

Proposed: Penny Lloyd, seconded: Carol Bray

Representatives for the Community Network Meetings:

Graham Martin, Alison Batchelor, Charlie Daniels.

Proposed: Rob Chadwick, seconded: Alf Finnamore

Representative to attend Village Hall Committee Meetings:

Rob Chadwick

Proposed: Carol Bray, seconded: Graham Martin

Representatives for the Treworder Solar Farm Community Fund Panel:

Graham Martin

Proposed: Charlie Daniels, seconded: Jake Gillespie

Neighbourhood Plan Representatives:

Jake Gillespie, Alison Batchelor, Penny Lloyd.

Proposed: Rob Chadwick, seconded: Charlie Daniels

6. Minutes of the meeting held on 4th April 2017

Amended minutes signed as correct by the Chairman (amendments made on separate page)

7. Matters Arising.

None

8. Planning Applications/Matters

The Council received a verbal report from Carol Bray, including the design and access statement on PA17/03154 Penwine Farms Ltd, Penwine Farm, Longstone. Due to the time restraints for comments to be given to Cornwall Council Planning Dept, the Planning Committee were tasked to submit their recommendation of support, and the Council supported the recommendation.

9. Accounts

In the absence of a financial report from the Clerk, the Councillors approved the payment of accounts and issued cheques for the immediate and pressing invoices which were agreed as accurate. It was noted that there is an invoice owed for works carried out to the public toilets, but as not all the information was provided for this meeting, it would be deferred to the June meeting.

10. CC LMP Footpaths

Carol reported that the stile kit had not been delivered, a new footpath sign was required at Tregaddock and more waymarker signs needed to be ordered.

It was noted that no PROW maps had been given to Councillors. Alison Batchelor had one for the Neighbourhood Plan, so would organise copying for the next meeting.

Graham Martin reported the footpath around the church was overgrown and he had found rubbish including a needle there. Mark Grigg will speak to Carol Grigg to ask the church council as it is believed to be their responsibility.

It was noted that a complaint had been received regarding overgrown branches on the bridleway from the Polglaze Farm to St Maby/St Tudy road, making it very difficult to ride down. Carol Bray and Rob Chadwick will liaise with contractors to get it cut back, although it was noted that it was unlikely to be permitted at the moment due to bird nesting season, but would be programmed in as soon as permissible to do so.

11. Playing Field

Update regarding new equipment and maintenance will be deferred to the June meeting. It was noted that the RoSPA report had been received and that the grass was being much better managed under the new contract.

12. Neighbourhood Plan

Penny Lloyd has been tasked to keep proper minutes of the meetings for ease of reference and that a timetable had been agreed for the community engagement process. It was noted that there is an intention to have a 'stall' at the Church fete in June if possible and that analysis of data collected was programmed for October. The next meeting is pencilled in as 30th May.

13. Correspondence

Charlie Daniels and Carol Bray read out two emails received regarding the defibrillator and the costs of the monitoring system. The Parish Council has been advised not to pay an invoice from AED as the system and provider are changing to provide a better and cheaper maintenance check system. It was noted that Alison Holmes has been checking the defibrillator whilst in this system transition, for which the Parish Council would like to express their sincerest gratitude.

Charlie Daniels read the correspondence that had been received via the Clerk, of which there were newsletters from CALC, NALC and the Communities and Devolution team.

There had been an email via the website regarding the playing fields car park plans from the owner of Penweir Cottage and an email regarding the bridleway at Polglaze. Charlie Daniels to write responses to both letters on behalf of the Parish Council.

Charlie Daniels informed the Councillors of the upcoming training dates and gave out booking forms. It was noted that, upon advice from Cornwall Council, Code of Conduct training is considered mandatory to be undertaken within the first 6 months of becoming a councillor, regardless of previous training that may have been undertaken in this respect.

14. To Agree/Discuss

No report from the Community Network representatives.

Parish Council vacancy – proper notices were on the boards and the closing date is 30 May. Co-option to be decided at the June meeting upon receipt of applications.

Discussion regarding the Parish Council on-line and paper presence to be deferred to the June Meeting.

Car park area: nothing to report.

15. Parish Matters/AOB

B3266 at longstone – response from Cormac received advising that mirrors on main roads are not permitted due to the danger posed from reflection of headlights to oncoming traffic.

16. Date of the next meeting:

Tuesday 6th June 2017.

17. Meeting closed to the public to allow for a Closed Session as called by the Chairman regarding staffing details exempt from the press and public.

CLOSED SESSION: Regarding staffing.

There was a discussion and report from Jake Gillespie and Mark Grigg with regards to the extraordinary council meeting of 2nd May, staffing meeting of 2nd May, meeting with the clerk, Mark Grigg and Jake Gillespie of 9th May and subsequent resignation of the clerk.

Jake Gillespie gave a report into the procedures that had been followed under advisement from CALC and SW Councils.

Graham Martin proposed the resolution: The Council accepts the Clerk's resignation as per email to Mark Grigg dated 10th May 2017. Seconded by Alison Batchelor, all were in favour.

The Chairman reminded the Council that none of the discussion outlined above was to be discussed outside of this council meeting, as it is confidential in nature.

Graham Martin proposed that: Charlie Daniels should be the Acting Clerk until a temporary or permanent clerk is appointed, with the help of other Councillors. Jake Gillespie amended to say that this is agreed as long as we seek to appoint as soon as possible. Graham Martin accepted amendment, and Charlie Daniels accepted the proposal. Jake Gillespie seconded. All are in favour.

Jake Gillespie will get advice re: process to start getting new clerk for next meeting to be able to minute and produce agenda.

Remuneration for the clerk: the Parish Council owes the Clerk pay for April and up to 10th May 2017. It was resolved to pay the Clerk for the full months of April and May as a gesture of goodwill.

It was resolved to send a letter to the clerk accepting her resignation and to request all paperwork regarding St Mabyn Parish Council to be collected on or by 22nd May 2017. Jake Gillespie proposed, Carol Bray seconded. Carol Bray to write letter/email and send to Mark Grigg who will check, amend if necessary and sign. It will then be emailed to the clerk to t.hoskin@btinternet.com email address and sent via recorded delivery to ensure its arrival.

Carol Bray to write letter to give to the Clerk when the paperwork is collected and cheque given to her, that states that full and final payment has been given to the clerk and that all paperwork regarding St Mabyn Parish Council has been returned.

All in agreement.

Meeting closed at 10.15pm.