

Minutes of the Meeting of St Mabyn Parish Council held in the Memorial hall, St Mabyn on Monday, 4th October 2016 at 7.30pm.

Present: Cllrs. Mrs A Martin (Chairman), Mrs C Daniels, J Gillespie, D Masters, R Chadwock.

Also attending: Mrs J Hoskin (Parish Clerk)

The Chairman welcomed everyone to the meeting.

Item No.		Action by
1	<p>Public Session: There were no members of the public present.</p> <ul style="list-style-type: none"> ○ Police Report – The Clerk read the police report from PCSO Andrea Crocker highlighting one crime in the past month relating to a domestic assault. ○ Cornwall Council – The Chairman read a letter received from Cllr J Rowe which included his apologies owing to work commitments. 	
2	<p>Apologies for absence were received from Cllrs. M Grigg (Vice Chairman), Mrs C Bray, Mrs P Lloyd, A Finnamore.</p>	
3	<p>Members Declarations of Interest: None declared at this stage of the meeting.</p>	
4	<p>Minutes: The Minutes of the Meeting held on the 6th September 2016 were approved and signed by the Chairman.</p>	
5	<p>Matters Arising:</p> <p>Item 4 – Minutes : It was agreed that the Minutes be reformatted from the October 2016 meeting.</p> <p>Item 7 Audit of Accounts – A spelling error to be corrected.</p> <p>Item 12 Contractors Vehicles – A list of the contractors to receive the letter was confirmed.</p>	Clerk
6	<p>Planning Applications: Cllr D Masters presented the report and recommendations from the planning committee:-</p> <p>PA16/08500 Mr Andrew Driscoll, Hazeldene, Wadebridge Road, St Mabyn – Conservatory to rear elevation. The Parish Council support this application.</p> <p>PA16/08381 Mr Graham Locke, Manor Barn, Blisland – Minor alterations and extensions including replacement oil tank. The Parish Council support this application.</p> <p>PA16/08625 Mr S Juleff, Invicta no 1 Longstone, St Mabyn - Non-material amendment for re-site of boundary line on plan following the acquisition of the land directly to the rear of the proposed dwelling. Include roof dormer and windows to rear to (PA15/10717) construction of single dwelling. It was noted that this application had been withdrawn.</p>	

	<p>PA16/08652 Mr Jason Gordon, St Mabyn School, Wadebridge Road, St Mabyn – Works to horse chestnut tree covered by a tree preservation order ref t1 horse chestnut needs medium surgery / pruning approx. 3 mtr close to building and football pitches.</p> <p>The Parish Council support this application providing this work is carried out by a qualified tree surgeon and the tree is balanced to retain its shape.</p>	
7	<p>Accounts / Financial Matters – to approve the accounts presented for payment:</p> <p>The Council approved the payment of accounts as listed on the finance report presented by the Clerk. The report is listed as Part 2 of the minutes. The Chairman confirmed that the Council did not operate on-line banking. Owing to the very few payments it was agreed that all payments be published and not just those over £100 as required by the Transparency Code.</p> <p>Audit 2015/2016: The audit had been completed by the Internal Auditor, signed by the Chairman and Clerk as agreed by the Council and sent off. Cllr J Gillespie reported that he had attended a CALC training event where Sarah Mason the County Executive Officer had spoken to him about the annual audit and the timescale for its return and statutory obligations. The Chairman suggested that Mrs Mason could be invited to meet with the Parish Councillors to explain the audit process and requirements should they so wish. Given the extended timescale owing to the Internal Auditors ill health the Clerk will seek clarification on the situation.</p> <p>Travel Expenses: It was agreed that travel expenses be paid to Cllr Mrs C Daniels for driving to the recent Chairman training event.</p>	<p>Clerk</p> <p>CD</p>
8	<p>CC LMP Footpaths – update on trimming of paths: Cornwall Council had confirmed a number of way marker discs will be provided and additional discs will be sent on, once received. Cllr D Masters will work with the contractor to clarify the exact location of the paths.</p> <p>Diversion of Footpath No. 1: Councillors had no objection to the proposed diversion of the footpath associated with the proposed development of 14 dwellings on land at Chapel Fields, St Mabyn.</p>	<p>DM</p>
9	<p>Playing Field – inspections / play equipment / future developments. Report from Committee: Cllr D Masters reported on recent inspections with no matters requiring attention. The wet pour surface for the roundabout had been repaired although it was disappointing the company had organised this repair before the work to the roundabout had been carried out. The depth of the wet pour surfacing was discussed. The galvanised steel sleeves had been placed on the legs of the wooden equipment. The shackles will be replaced. The committee were awaiting revised quotes for the play equipment project and once received a funding application could be completed. Funding could also be requested from Cllr J Rowe’s Cornwall Council Community Chest Fund. The work required to the trees on the boundary hedges was confirmed and the Chairman was authorised to approve the work to the ash tree once the costs had been obtained.</p>	<p>AM</p>

10	<p>Correspondence:</p> <ul style="list-style-type: none"> ○ Diocese of Truro – Consultation event at St Mabyn Hall on Monday, 17 October 2016 from 5.30pm-7.00pm to outline the proposal for a development within the village, namely plans for an affordable-led housing development on glebe land, a car park, allotments and provision for the school and scouts. Notices to be displayed. ○ Local Council Advisory Service – Newsletter ○ Cornwall Air Ambulance – Funding request. Not supported by the Parish Council. 	AM
11	<p>. To Agree / Discuss:</p> <ul style="list-style-type: none"> ○ Report from Community Network Meeting, if available – The Chairman gave a report of the meeting held on the 15 September 2016 that was attended by Mrs Kate Kennally (Cornwall Council Chief Executive). As from 2020 Cornwall Council would be self-funded receiving no funding from central government. ○ Public Toilets – replacing windows and repainting – The quote for the replacement windows had not been received and Cllr D Masters offered to contact the company. It was noted that toilet rolls were being taken out of the building and the Clerk was authorised to purchase three new toilet roll dispensers to prevent this happening. A plumber will be asked to look at the problems with the tap in the disabled toilets and the sensor on the outside light will be checked. Cobwebs were evident in the building and need to be removed. ○ Parish Council Vacancy (1) – No election had been called and notices for co-option had been displayed. The candidates will be invited to the next meeting to introduce themselves to Councillors. ○ Neighbourhood Plan – to look at options available / consider producing a plan – Cllr J Gillespie reiterated last month's report. Councillors agreed to spend up to £2,000 to carry out a consultation to establish if a Neighbourhood Plan was something the parish did or did not want. 	<p>DM Clerk DM</p> <p>Clerk</p> <p>JG</p>
12	<p>Parish Matters / Any other Business.</p> <ul style="list-style-type: none"> ○ To set a date for the Clerks appraisal (October 2016) Provisionally booked for the 25 October 2016. ○ Provision of car park for playing field. It was felt that provision for approximately 25 vehicles would be adequate to accommodate the need for the playing field. Enquiries will be made with the National Playing Fields Association. ○ Overhanging Trees – Letters will be sent to local residents in Station Road and Watergate Lane whose trees and bushes were overhanging or encroaching onto the public pavement or road. Cllr Mrs Daniels asked if she could clear the overgrown brambles on the path leading from the church to the St Mabyn Inn. ○ Road Sign – The directional sign at Greenwix required cleaning or repainting. ○ Cornwall Council Website – Cllr Mrs C Daniels reported that the Cornwall Council website had been updated on the 31 August 2016 but still contained some wrong information in relation to St Mabyn Parish Council 	<p>Clerk</p> <p>Clerk CD</p> <p>Clerk /CD</p> <p>Clerk</p>

	<p>and its Councillors.</p> <ul style="list-style-type: none"> ○ Standing Orders to be reviewed: Item to be placed on the agenda for the next meeting. 	Clerk
13	Important matters (if any) requiring an urgent decision (received between the publication of the agenda and the meeting) may be discussed at the Chairman's discretion: No matters – Item to be removed from the agenda.	Clerk
14	Date of the next Meeting – Tuesday, 1 st November 2016	
15	Closed Session to discuss confidential matters, if required. No closed session required.	
16	To close the Meeting: There being no further business the meeting closed at 10.20pm.	

Dated: 1 November 2016

Signed: