

St Mabyn Parish Council
Minutes of the Virtual Meeting of St Mabyn Parish Council held via Microsoft Teams,
on Monday 13th July 2020, commencing at 7.30pm.

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

In Attendance: Mrs L Coles, Parish Clerk

There were no members of the public present

Item No		Action By
1	Apologies. Cllr A Finnamore, Cllr K Brown and Cllr S Rushworth (Cornwall Council)	
2	Declarations of Interest a) Agenda items. None declared b) Gifts. None declared	
3	Consideration of written requests for dispensation. None received	
4	Annual Governance Statement 2019/20. (circulated to Members) Internal Auditor's Report was received and accepted, no issues. It was RESOLVED that the Clerk and Chairman should sign the Annual Governance Statement as a true statement. Proposed by Cllr Masters, seconded by Cllr Daniels with all in favour.	
5	Unitary Councillor's Report. Cllr Rushworth was not present at the meeting.	
6	Public Participation. No members of the public were present.	
7	Response to Public Participation. Not applicable.	
8	Planning a) Planning applications received before the agenda was finalised: None b) Planning applications received after the agenda was published: None c) Planning decisions received from Cornwall Council: None d) Other Planning Matters. It was reported that work has commenced on the property opposite Stone Farm, Longstone, a hedge and verge have been removed. This planning application was approved some time ago.	
9	Minutes of the meeting held on the 3rd March 2020 It was RESOLVED to sign the Minutes as a true record of that meeting, proposed by Cllr G Martin, seconded by Cllr Bray with all in favour.	
10	Matters arising from the above Minutes <ul style="list-style-type: none"> • Clerk to chase up the invoice for the Footpath maintenance 2019/20. Until this is received no work should be done for this season. • Clerk to chase up the sign on the Pub wall for the defibrillator – still not up. • Clerk to chase the repairs to the verge in Station Road (Kier and Western Power) 	Clerk Clerk Clerk
11	King George V Playing Field. The Clerk will put together some signs for the reopening of the play areas in the next week to ten days. The Multiplay Tower will remain closed off because the cross beams have rotted out and it is waiting for repair. A suitable Notice will be	Clerk

	put on this equipment. David Green is to be asked to release one swing on each of the swing sets to enable social distancing. COVID -19 Regulations will be adhered to.	Clerk
12	Public Toilets The Clerk has completed a Risk Assessment for the reopening of the public toilets. The cleansing of the toilets is an issue; this should be carried out 3 times daily and who will do it and at what cost? PPE would have to be provided to the Cleaner. CALC will be providing more advice in the next two weeks regarding the issues of reopening. It was agreed that the Clerk will contact our Cleaner and ask if she would be willing to undertake this task three times a day and what her charge would be for this service. There would have to be a deep cleanse before the toilets could be opened to the public. There was discussion about the health and safety issues. The Clerk will ask other Authorities what systems they have in place, contract cleaners etc. and the prices charged. It was agreed that until this has been set up the toilets cannot be reopened. The Clerk will look into testing for Legionella. The Clerk will report back to Council within two weeks once the costs have been established and a programme of what needs to be done. This will be discussed at the next Parish Council meeting scheduled for the 4 th August.	Clerk Clerk Clerk Clerk
13	Neighbourhood Development Plan. The Government has ruled that, due to COVID-19, no NDPs can have a Referendum before May 2021 at least. The St Mabyn Plan needs to be assembled again and the policies need to be written. Cllr Daniels is willing to work on the document in August and the Clerk will help with the policy writing. It is hoped to move this forward in September.	CD Clerk
14	Footpaths. Despite numerous requests the contractor has still not submitted his invoice for 2019/20. The Clerk will email him again and state that before any more work is carried out the invoice for 2019/20 must be resolved.	Clerk
15	Highways. The Clerk will chase Kier and Western Power regarding reinstating the verge at Station Road, St Mabyn. Cllr Smith raised the issue of the Flashing Speed sign for Longstone. Cllr Masters and the Clerk will separately contact the Manager of the Holiday Park to ask if funding will be available for this, as had previously been discussed. This will be an agenda item for September, to discuss the way forward and the possibility of the Parish Council itself funding the sign.	DM Clerk Clerk
16	Car Park Cllr Smith has spoken to Gavin Smith, Senior Planning Officer, Cornwall Council, about the planning application for the Car Park. The Case Officer has moved to another department and the decision has not yet been made. It is hoped to have this within the next few days as the decision date was the 23 rd June. As soon as permission has been received the Clerk will contact Michael Greet, Savills, to progress the Lease and James Mutton to check the quote for the fencing.	Clerk
17	Correspondence. None received.	
18	Finance a) Payments. It was RESOLVED to ratify the following payments made in April, May, June and July (schedules circulated to Members), proposed by Cllr Smith, seconded by Cllr Masters with all in favour: Chq 300104/105 – L Coles, Clerk salary, office and expenses for March	Clerk

	<p>Chq 300106 – HMRC, Clerk’s March PAYE Chq 300107 – B McNary, Cleaning of toilets and bus shelter - £100.00 Chq 300108 – A1 Grass cutting invoice: 1446 - £168 Chq 300109 – Cornwall ALC, annual membership of the Association - £315.79 Chq 300110 – Peridot SDC Ltd, New plans for the Car Park - £250.00 Chq 300111/112 - L Coles, Clerk salary, office and expenses for April Chq 300113 – HMRC, Clerk’s April PAYE Chq 300114 – B McNary Retainer fee for Toilets and Bus Shelter - £100.00 Chq 300115 – Cornwall Council, Fee for car park planning application - £234 Chq 300116/117 - L Coles, Clerk salary, office and expenses for May Chq 300118 – HMRC Clerk’s May PAYE Chq 300119 – B McNary, Retainer fee for Toilets and Bus Shelter - £100.00 Chq 300120 – McAfee, Purchase of security for Laptop - £89.99 Chq 300121 – Amazon, purchase of hazard tape for Play equipment - £17.49 Chq 300122 – D Green, locks etc. for securing gates and toilets - £47.52 Chq 300123 – St Mabyn Hall, Invoice 2020/214 - £120.00 Chq 300124 - L Coles, Clerk salary, office and expenses for June Chq 300125 – HMRC Clerk’s June PAYE Chq 300126 – B McNary, retainer fee for Toilets and Bus Shelter - £100.00</p> <p>Receipts Cornwall Council Precept - £13988.00 Cornwall Council CTS Grant - £157.04 Community Chest Grant - £350.00 VAT Reclaim for 2019/20 - £1490.82</p> <p>b) Bank Reconciliation. It was RESOLVED to ratify the bank reconciliations as correct for April, May, June, proposed by Cllr R Martin seconded by Cllr Bray with all in favour.</p> <p>c) Annual Accounts Statement 2019/2020. (Circulated to Members). It was RESOLVED that the Chairman will sign the Accounts Statement as true and correct. Proposed by Cllr G Martin, seconded by Cllr Daniels with all in favour.</p>	
19	Any Other Business. None	
20	<p>Items for Inclusion in Future Meetings</p> <ul style="list-style-type: none"> • Public Toilets • Car Park • Speed Sign at Longstone • Quote for repair to Multiplay Tower. 	Clerk
21	<p>Date of Next Meeting The next meeting of the Parish Council will be via Microsoft Teams and will be held on Tuesday 4th August at 7.30pm</p>	

There being no further business to transact the Chairman closed the meeting at 8.47pm

SignedChairman Dated

A copy of these Minutes and those of previous meetings of the Parish Council can be viewed on the Parish Council Website: www.stmabynparishcouncil.gov.uk