

St Mabyn Parish Council

**Minutes of the Meeting of St Mabyn Parish Council held in St Mabyn Peace Memorial Hall, St Mabyn,
on Tuesday 6th February 2024 commencing at 7.30pm.**

Present: Cllrs: G Smith (Chairman), R Martin (Vice Chair), R Ashton, G Martin, D Masters, J Bellringer, Mrs C Bray and A Finnamore.

In Attendance: Mrs L Coles, Parish Clerk, Cllr R Moorcroft, Cornwall Councillor

There were no members of the public present.

Item No		Action By
1	Apologies. Apologies received from Cllr Mrs C Daniels and Cllr Chadwick for absence.	
2	Declarations of Interest. a) Agenda Items. None declared. b) Gifts. None declared.	
3	Consideration of written requests for dispensation. None received.	
4	Unitary Councillor's Report. Cllr Moorcroft wished all a Happy New Year. He has noted that the trees at Longstone have been felled. Cllr Moorcroft said again about the Code of Conduct training. The Clerk will look for training dates for those Councillors who need to attend. There is a Cabinet meeting tomorrow and amongst the items to be discussed will be Council Tax and the Tamar Bridge Finance Plan. Cllr Moorcroft reported the sad news that Cllr Edwina Hannaford has passed away. It was agreed that a card will be sent from the Parish Council to the family via the CEO office at Cornwall Council.	Clerk Clerk
5	Public Participation. None present.	
6	Response to Public Participation. Not applicable.	
7	Chapelfield Update. It was reported that the vibe around Chapelfield is that things are beginning to happen; lighting; road infrastructure. The sewerage works are going to begin this month. Cllr Bray has received a complaint that one of the houses has been built too near the boundary of an existing property and it dwarfs it. The resident has complained to Cornwall Council. Photographs etc. were passed to the Clerk and the Chairman said these are to be held on file while the outcome of the complaint is being dealt with.	
8	Planning a) Planning applications received before the agenda was finalised: PA24/00006 , Pippins, Rectory Lane, St Mabyn, Bodmin. Works to Tree covered by a Tree Preservation Order (TPO) – HS1 – Lime to remove. It was RESOLVED to support this application, proposed by Cllr G Martin, seconded by Cllr Bray with all in favour. b) Planning applications received after the agenda was published: None c) Planning decisions received from Cornwall Council: None	

	<p>d) Cornwall Council Housing Representative and S106 money. No update except that it is believed that the purchase of the house at Longstone is progressing. Clerk to chase up for the March meeting.</p> <p>e) Other planning matters. None</p>	Clerk
9	Minutes from the meetings held on Tuesday 5th December 2023. It was RESOLVED that the above Minutes are a true record of the meeting, proposed by Cllr Smith, seconded by Cllr Bray with all who had been present at the meeting in favour.	
10	Matters Arising from the above Minutes. None brought forward	
11	Bio Diversity Policy. It was RESOLVED to adopt the Bio Diversity Policy as circulated by the Clerk. Proposed by Cllr G Martin, seconded by Cllr Masters with all in favour.	Clerk
12	St Mabyn School Project. The Head of the school was unable to attend the meeting. It was reported that the school has secured funding of £20,000 and the Chairman said that he felt that the Parish Council should honour its commitment to give £5,000 as a grant as agreed, now that the main funding has been achieved. The Clerk will send an application form for completion of the specific use that the funding is to be used for. Proposed by Cllr Smith, seconded by Cllr Bray with all in favour.	Clerk
13	D-Day Beacon. It was RESOLVED to have a D-Day Beacon, to be lit at 9.15pm on the 6 th June, proposed by Cllr Smith, seconded by Cllr Bray with all in favour. The Clerk will notify the Pageant Master. The Clerk said that it was hoped that there could be a traditional fish and chip supper available for those who would like to partake before the lighting of the Beacon and asked Cllr Ashton if this is something that St Mabyn Inn would be interested in running. Cllr Ashton confirmed that it was.	Clerk
14	<p>Village Hall. Cllr G Martin said that he had attended the recent meeting of the Village Hall Committee on behalf of the Clerk who was unable to go. Cllr Masters reported that the old toilet block is being taken down tomorrow. A Portaloo is in situ for members of the public to use whilst the new block is being built, which it is hoped will be completed within 2-3 months. The Portaloo will cost £31 per week and it was RESOLVED that the Parish Council will cover this cost plus a retainer for the cleaner, proposed by Cllr Masters, seconded by Cllr R Martin with all in favour. The Clerk will contact the cleaner and explain the new arrangement. It was RESOLVED to give the £20,000 funding to the Hall as promised, proposed by Cllr Smith, seconded by Cllr Finnamore with all in favour. The Clerk will arrange for the funds to be transferred.</p> <p>There are some temporary alterations which mean that access to the side of the hall is not possible due to Health and Safety. Access to the shop store will be via the car park and into the hall; a temporary gap in the wall of the car park to be created to facilitate this. It was RESOLVED that the temporary access to the car park can be created, proposed by Cllr G Martin, seconded by Cllr Masters with all in favour. This will also mean the temporary loss of up to 10 car parking spaces. The Clerk will organise a sign for the gate to the overflow car park requesting 'No Parking' in front of the gate.</p>	Clerk Clerk Clerk
15	Longstone. The trees have been felled and logs etc. have been put to one side for creating wildlife habitats.	

	The Telephone Kiosk is in hand and a decision will be made whether to use a different contractor if the accepted one is now unable to carry out the work.	
16	King George V Playing Field. Training for the cutting needs to be organised. Cllr Ashton will liaise with the Volunteers for possible dates and then contact the Clerk. The first cut of the year has been done by Cllr Ashton.	RA
17	Cemetery. The Clerk will chase the contract with HM Probation Service. The disabled access to the Lawn Cemetery through the field is still being progressed. It was agreed that by the end of July a plan of what needs to be done, with costings, will be drawn up for both the Parish Council and the Church so that the two organisations can budget accordingly and thus comply with legislation. Cllr Masters has been looking at metal handrails and he has contacted the PCC regarding the change from a wooden one.	Clerk Clerk
18	Footpaths. Cllr Ashton has challenged Cornwall Council regarding the footpath by the Church steps because the nature of the tarmac is making water run-off to St Mabyn Inn. The path is also extremely muddy as a result. Cllr Ashton will liaise with Cllr Moorcroft to contact the Countryside Access Team whose responsibility this is. Access is now provided for a footpath through the overflow car park and Cllr Masters will organise a gate so that the stock proof fence can be taken down. The Clerk will look at costs for a 'Permissive Footpath' sign.	RA/RM DM Clerk
19	Highway Matters. The Clerk will report the potholes in the lane towards St Tudy and request a street cleanse for the mud on the road.	Clerk
20	Car Park and Toilets. a) To discuss possible offer of EV Charging Points. The Clerk will contact the company involved to explore the possibility further.	Clerk
21	Correspondence a) Police Report (circulated). Noted. b) Cornwall Council's Street Lighting Initiative Phase 2 – it was reported that the street lights at Longstone will be switched off from Midnight to 5am each day. Noted. c) Invitation to Cornwall Council online planning training on 28 th February, (link circulated to Members). Noted.	
22	Finance a) Payments. (circulated schedule) It was RESOLVED to make the payments for January and to ratify the payments made for December, proposed by Cllr Smith , seconded by Cllr Finnamore with all in favour of the following: Online – L Coles, Clerk's December salary, office and expenses Online – HMRC, Clerk's December PAYE and Employer NIC Online – L Coles, January salary, office and expenses Online – HMRC, Clerk's January PAYE and Employer NIC Online – B McNary, January toilet & bus shelter cleaning - £250.00 Online – WesternWeb Ltd, annual renewal webspace and SSL Certificate -£126.00 Online – St Mabyn Peace Memorial Hall, hire of hall for December - £18.00 Online – Bees Trees, removal of trees at Longstone - £2700.00 Online – Langleaves Ltd, Traffic management for tree removal _ £1020.00 Online – D Masters, Purchase of light, o/s invoice - £53.66 Online – J Martin, repair to ladies toilet - £55.00	

	<p>Online – St Mabyn Peace Memorial Hall, grant for new toilet block - £20,000.00 Direct Debit – ICO, annual renewal of data protection fee - £35.00 RECEIPTS – Burial Fees - £700; Deposit Account Interest - £358.80</p> <p>b) Bank Reconciliation (Circulated to Members). It was RESOLVED to approve the bank reconciliations for December and January proposed by Cllr Smith, seconded by Cllr Fynamore with all in favour</p> <p>c) To RESOLVE the grant for St Mabyn Peace Memorial Hall. Already discussed</p>	
23	<p>Any Other Business. The Parish Council Notice Board is letting in water and the Clerk will laminate the Minutes and Agendas in future. Cllr Ashton said that following an incident he has reached out to the Police and to Licensing but has received no response which is concerning. Cllr Bray asked the Clerk to laminate a bus timetable. Richard Bray has started work on the new sign.</p>	<p>Clerk</p> <p>Clerk</p>
24	<p>Items for the next agendas. Nothing brought forward.</p>	
25	<p>Date of next meeting. The next meeting of St Mabyn Parish Council will be held on Tuesday 5th March 2024 in the Peace Memorial Hall, St Mabyn, and will commence at 7.30pm</p>	
26	<p>Closed Session. The Chairman reported that he and the Vice Chairman have met with the Clerk to discuss her salary review. The Chairman will put together some notes from the meeting and report to the Full Council.</p>	

There being no further business to transact the Chair closed the meeting closed at 8.56pm.

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: www.stmabynparishcouncil.gov.uk