



# Millbrook Parish Council

Millbrook Village Hall, The Parade, Millbrook, Cornwall PL10 1AY  
Telephone 01752 823128 Email theclerkmillbrook@btconnect.com

**MILLBROOK PARISH COUNCIL MEETING | 19:30 ON TUESDAY 17<sup>TH</sup> APRIL 2018**

**PRESENT:** Cllrs D. Wood (Chair), S. Lewis (Vice Chair), C. Wilton, B. Taggart, R. Meeson, R. Vincent, S. Woffenden, F. McBain, N. Roberts, P. Polák

**IN ATTENDANCE:** Clerk R. Hamill, 1 member of the public

## **1. COUNTY COUNCILLOR & PUBLIC FORUM**

---

### **PLANNING APPROVAL FOR 9 NEW DWELLINGS ON ST JOHN'S ROAD & COUNCIL EXPENDITURE**

Mr R. Bews, referring to the last meeting of the full council, now wished to see the County Council Housing Officer's report regarding the approved planning application for 9 new dwellings on St John's Road and asked if the parish council would also be interested in seeing it. The Chairman responded by asking Mr Bews if he was going to request the report, to which Mr Bews replied that he would. Cllr Lewis added that the full report should be available to view online.

Mr Bews then moved on to another matter that was discussed in 2017, namely the cutting back of an overgrown verge next to the entrance to the children's playing field by the Tractor Park. Mr Bews stated that he had repeatedly asked for action to be taken by the parish council to have the verge trimmed to make it safer for children crossing the road. He then asked why the parish council had paid for that work to be completed when, in his opinion, it is the responsibility of Cornwall Council. The Chairman responded, stating that the parish council had arranged for Cornwall Council to cut the verge in question 2 or 3 times during the previous season, but as the parish council had to undertake some other work in that area to remove protruding tree branches, it undertook the additional task of cutting back the verge at the same time. Mr Bews stated that whilst he understood why the parish council had undertaken the task, in his opinion the verge is the responsibility of the county council. The Chairman summarised the matter by stating that whilst he agreed with Mr Bews' opinion, due to the continued devolvement of services from county councils to town & parish councils and Millbrook Parish Council's own prudence in budgeting for this trend, he felt that the council was right to act for the good of the village and safety.

## **2. APOLOGIES FOR ABSENCE**

---

County Councillor G. Trubody, Cllr Gibbens The council unanimously accepted the absent councillors' reasons.

## **3. DECLARATION OF INTERESTS, GIFTS & DISPENSATIONS IF REQUIRED**

---

None declared.

## **4. RESIGNATION OF PARISH COUNCILLOR**

---

It was proposed by Cllr Wood and seconded by Cllr Wilton that the council accept Cllr Pine's reasons for her resignation. Motion carried unanimously.

## **5. APPROVAL OF MINUTES OF PREVIOUS MINUTES**

---

### **MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 20 FEBRUARY 2018**

Cllr Wilton raised an error with the minutes, stating that he was named as Chairman for that meeting, when in fact it was Cllr Roberts. Cllr Roberts added that a superfluous 'the' should also be removed. Cllr Taggart recommended that the titles of both the Finance & Planning Committee minutes should explicitly name the committees. **It was proposed by Cllr Roberts and seconded by Cllr Wilton that, subject to the amendments raised being made, the minutes were a true and accurate record.** Motion carried unanimously by all members present at the meeting.

## **MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 20 FEBRUARY 2018**

It was proposed by Cllr Roberts and seconded by Cllr McBain that, subject to the amendment raised by Cllr Taggart being made, the minutes were a true and accurate record. Motion carried unanimously by all members present at the meeting.

## **MINUTES OF THE FULL COUNCIL MEETING HELD ON 20 MARCH 2018**

It was proposed by Cllr Roberts and seconded by Cllr Wood that the minutes were a true and accurate record. Motion carried unanimously by all members present at the meeting.

## **6. MATTERS ARISING FROM THE MINUTES & REVIEW OF ACTIONS**

---

### **a) APPOINTMENT OF GDPR COMMITTEE**

Cllr Roberts expressed her interest in attending the GDPR training if there is still a place available. The Chairman stated that in his opinion the council was not yet in a position to appoint a committee, adding that with the AGM taking place next month, all committees will be (re-)appointed at that meeting. The Vice Chair added that she felt the council would be in a better position to move on a GDPR committee following the GDPR training. Cllr Wilton stated that in his capacity as Chairman of Maker with Rame Parish Council, his council had decided not to appoint a committee as it is only a suggested measure, not a requirement. Cllr Lewis reiterated that she felt the council would be in a better position to make a decision following the training, to which there was a consensus. **It was proposed by Cllr Wilton and seconded by Cllr Wood that the matter be deferred until after the GDPR training. Motion carried unanimously.**

### **b) POTENTIAL CORDONING OF LAND ON RADFORD LANE**

Cllr Meeson, referring to the previous meeting's minutes, asked if the Chairman had an update on this matter. The Vice Chair responded that she had taken the action to investigate this matter, but had not been in a position to do so in recent weeks. The Clerk then gave an update on the matter, stating that it had been raised to Cornwall Council and initial investigations suggested that the land is unregistered. The Highways Department is now checking to see if it is part of the publicly maintained highway.

### **c) REPLACEMENT OF STRIMMER**

Cllr Taggart raised that the strimming of the area around the flower boat at the top of Hounster Hill had still not been actioned as a result of the strimmer again developing a fault. He suggested to the council that rather than paying for the old strimmer to be repaired once again, it would be prudent to purchase a new strimmer instead. The Vice Chair advised that the strimmer had been purchased back in 2007 and suggested that it is likely nearing the end of its service. The council agreed the purchase of a new strimmer up to a value of £350.00.

### **d) PUBLIC CONVENIENCES**

Cllr Meeson asked for an update on the public conveniences, referring to the fact that the gents had been temporarily closed. The Chairman gave an update on progress with the plumber.

## **7. FINANCE**

---

### **a) APPROVAL & PAYMENT OF BILLS AS PRESENTED AT THE MEETING (APPENDIX A)**

The Clerk advised the council that there were 3 additions to the payments list. The Chairman left the room due to a payment on the list being made to him. The Council reviewed the payments and agreed that one payment had not yet been agreed at a meeting of the full Council. As such, it should be deferred until the next meeting. **It was proposed by Cllr Lewis and seconded by Cllr Wilton that the payments be approved as listed, with the exception of the deferred payment to The Peninsula Trust for Computer Centre running costs for the 18 / 19 fiscal year. Motion carried unanimously.** The Chairman returned to the room.

### **b) REVIEW OF MONTHLY BUDGET (APPENDIX B)**

The Chairman summarised the Council's current financial position and the Council took note. Cllr Roberts queried the Mendennick Solar Fund finances. The Chairman and the Clerk confirmed that there was an error in the report and clarified the council's financial position.

## **8. CAPITAL & MAINTENANCE**

---

### **a) DOES THE COUNCIL AGREE TO RE-PAINT THE PUBLIC TOILETS?**

It was proposed by Cllr Roberts and seconded by Cllr Lewis that the Council agrees to re-paint the public toilets. Motion carried unanimously.

## **9. DOES THE COUNCIL APPROVE OF J ELWORTHY'S SUGGESTION TO INSTALL SOLAR CHRISTMAS LIGHTS ON THE LAKE ISLAND?**

The Chairman confirmed that there had been no request for financial support with this request. Cllr Taggart advised that there would be no impact to wildlife. The Council debated the matter and there was a consensus that it would agree to trial the activity this year. It was proposed by Cllr Lewis and seconded by Cllr Meeson that the council agrees to support J Elworthy's request on a trial basis for this year, with the provisos that it is low level lighting only, the lights are removed afterwards and no damage is caused to the island. Motion carried with 1 abstention and 1 against.

## **10. DOES THE COUNCIL APPROVE OF THE ROSPA LAKE INSPECTION AT A COST OF £1,222.00 + VAT?**

The Chairman explained the background of this item and broke down the quote for the council. Cllr Taggart advised the Council that he had researched the matter, having seen the quote, which in his opinion is excessive. He summarised by stating that he felt we may be able to carry out the lake inspection in-house. Cllr Wilton advised the Council that in Maker with Rame, the inspection of water safety equipment is carried out internally. It was proposed by Cllr Roberts and seconded by Cllr Taggart that the Council do not approve of the ROSPA quote but agrees to investigate taking on the lake inspection internally. Motion carried unanimously.

## **11. DOES THE COUNCIL APPROVE OF THE CLERK / DEPUTY CLERK ATTENDING AN SLCC & CALC BRIEFING ON 26TH APRIL IN LISKEARD?**

It was proposed by Cllr Wood and seconded by Cllr Roberts that the Council approve of the Clerk / Deputy Clerk attending the SLCC & CALC briefing. Motion carried unanimously.

## **12. APPOINTMENT OF NEW VILLAGE HALL COMMITTEE LIAISON.**

---

It was proposed by Cllr Wilton and seconded by Cllr Wood that the motion be deferred until the AGM in May, when all committees and positions will be re-appointed. Motion carried unanimously.

## **13. DOES THE COUNCIL AGREE TO THE CLERK MANAGING THE OFFICES EXPENSES & ADMIN BUDGET (£1900.00)?**

It was proposed by Cllr Wilton and seconded by Cllr Roberts that the Council does agree to the Clerk managing the office expenses & admin budget. Motion carried unanimously.

Cllr Taggart announced that the Clerk had been made permanent in his position following the 6 month probation period.

There being no other business, the Chairman closed the meeting at 20:33.