

Millbrook Parish Council

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Millbrook Parish Council Meeting Tuesday 18th July 2017

MINUTES

Minutes of the meeting of Millbrook Parish Council held on Tuesday 20th June 2017 in the Village Hall, Millbrook.

Present: Cllrs D. Wood, S. Lewis, C. Wilton, B. Taggart, R. Meeson, F McBain, K. Hall, N Roberts, J. Gibbens, R Vincent and T van Der Wolde

1. County Councillor & Public Forum

Apologies received from Cornwall County Councillor George Trubody.
There were 17 members of the public present.

(i) The Peninsula Trust (TPT)

Simon Ryan (SR) provided an update on the progress regarding the planned work units behind the Rame Centre in West Street. Funding has been received to enable the Peninsula Trust to employ 4 members of staff for the project. Part of the overall design includes a public footpath from the back of West Street Car Park to the Tanyard. It is anticipated the work units will be built in January 2017. Cllr S Lewis will be acting as the link between TPT and MPC. One of TPT's objectives is to support young people to find and keep local Housing. SR advised there is potential for refurbished or infill housing. The TPT will **not** be building houses on greenfield sites. TPT will be doing a housing needs survey.

(ii) The Friends of Millbrook Chapel of Rest (FoMCoR)

Christine Chan (CC), secretary of FoMCoR, provided an update on the situation regarding the Chapel of Rest (also known as the Mortuary Chapel) situated in the Church Yard. In February 2017 All Saints Church announced its plans to sell off the Chapel of Rest. A committee consisting of 8 members has been formed. The Chair is Mr George Arnold. The aims of the committee are:

- to acquire, refurbish and re-open the chapel of rest in Millbrook Church Yard.
- to create a community asset focused on local significance which will be run by and for local people and others with an interest.
- to provide a resource for similar projects.

The committee plans to re-open the chapel as a Heritage Centre displaying the history of Millbrook and surrounding area. It will be used as a base for churchyard educational study. An area will be retained for quiet contemplation reflecting its past use.

At a meeting on 28th June with church officials it was agreed the church would give FoMCoR twelve months to raise the funds needed for the purchase and refurbishment and during that time the chapel would not be advertised on the open market. The value, to include the freehold and path to the front door, is estimated at £20,000 plus legal costs.

FoMCoR have applied to the Mendennick Solar Fund Committee to cover the cost of structural survey.

(iii) 1st Millbrook Scout Group

Pip Patterson (PP), Chair of Millbrook 1st Scout Group, thanked the Mendennick Solar Fund Committee for providing a grant. With the addition of a recently successful application to Big Lottery Awards for All Funding, the Scout Group now have sufficient funds to create a rear hall exit, remove

the old corrugated iron shed roof and make safe and good the area behind the Scout Hall as an outdoor space available to hall users. This work will be started during August 2017. PP invited the Council to view the work. The Chair asked if before and after photos could be provided to the Council so that they can be uploaded in the Mendennick Solar Fund page of the Council's website.

Defibrillator

Martin Hobbs (MH) outlined that an incident in Chapel Way highlighting the strong need for a defibrillator in Millbrook had inspired his fundraising efforts. MH introduced Mr David Wells, Executive Trustee Director from the charity Heartswell. Mr Wells demonstrated two types of defibrillators. The cost of a defibrillator purchased from Heartswell would include installation and training. The Chair confirmed the Council has committed £500 towards the cost of the defibrillator. After the demonstration, the Chair thanked Mr Wells and Mr Hobbs for their time and requested that prices for the two options are forwarded to the Council.

Traffic

Mr Bews raised the following questions; (1) confirmation MPC has made no traffic requests to Cornwall Council in the last year (2) following an earlier MPC traffic study report has any action on improving traffic flow at the Tanyard or making West Street a "safe zone" been taken (3) what is the position regarding Cornwall Council's Infrastructure Need Assessment allocation of £50,000 for improvement of traffic flow on the Rame Peninsula (4) Is the PC aware of the 2 LPT 3 (Local Transport Plan) bids lodged with CC or when they are due for consideration.

The Chair advised the Council is aiming to form a transport committee working with local parishes in the Rame Peninsula.

Lynher River Barge

Two residents / Millbrook Lake Mooring Holders expressed concern that that the Lynher Barge in Hancocks Lake breaks established restrictions. Mr Dominic Bridgman, Director of Lynher River Barge responded to some of the issues raised. The Council listened to the comments made. The Chair informed the floor that the responsibility of Millbrook Lake is devolved to Millbrook Lake Mooring Association (MLMA).

2. Apologies of Councillors

Cllr Woffenden

3. Declaration of interests and gifts

None

4. Minutes of previous meetings

Minutes of the Parish Council Planning Meeting on 20th June 2017

It was proposed by Cllr Lewis and seconded by Cllr Wilton that the minutes were an accurate report. The motion was carried unanimously.

Minutes of Parish Council Meeting on 20th June 2017

Subject to the amendments on grammatical errors read out by Cllr Roberts, it was proposed by Cllr Wood and seconded by Cllr Wilton that the minutes were an accurate report. Those present at the meeting carried the motion unanimously.¹

5. Matters arising

(i) Traffic – Blindwell Hill

The Chair reported he had been in contact with Adrian Drake of Cormac regarding the possibility of widening the pavement used by the children walking to school, to increase visibility for pedestrians and force traffic to take a wider line around the corner (as detailed in Cormac's Traffic Study Report from September 2016). Following the Chair's question regarding MPC's liability and how MPC conforms to any regulations relating to altering a roadway a response had been received from Mr Drake detailing two options;

Option 1 – Cormac complete the design and works funded by the Highway Authority under the responsibility of Cormac / Cornwall Council.

Option 2 – higher risk option for the Parish (who would be the promoter – some responsibility could be passed to our preferred contractor, subject to contract) MPC instruct a competent designer and contractor adhering to certain responsibilities under CDM Regulations.

Letters have been received from parents of Millbrook CEVA Primary School suggesting other options. Cllr Wilton suggested an agenda item is set for next Council regarding forming a traffic and transport subcommittee to look at all traffic & transport issues.

(ii) Other

Cllr Lewis and Cllr Roberts advised the Emergency Plan needs reviewing and additional Councillors are needed to assist in completing any updates. Cllr van Wolde offered to assist with the review.

Cllr Taggart advised the cost of the Green Flag award would involve ongoing annual costs of £350.00.

Cllr McBain asked if there were any objections to the bench situated in the grassed area near Millbrook Pharmacy being designated as a memorial bench with a plaque for Jenny Gibson's father. Jenny Gibson will purchase a plaque and if necessary paint the bench. There were no objections from the Council.

6. Finance

(i) A query was raised from Cllr Taggart regarding chq number 3646 for £200.00. Cllr Taggart asked the Deputy Clerk who had authorised the completion of the works and confirmed the job had been completed satisfactorily. The Deputy Clerk responded that she had understood Cllr Taggart had overseen the works and as he had not fed back any queries the payment was issued. At this point both Cllr Wilton & Cllr Meeson raised a concern that, with the exception of standing payments (wages and contractual), recently payments have been issued prior to full Council approval. The Chair undertook to review financial procedures and make any amendments necessary to comply with MPC financial regulations.² Noting the objection on the procedures of issuing payments from Cllr Meeson and Cllr Wilton, a proposal to accept the payments as listed was received from Cllr Wilton and seconded by Cllr Lewis.

(ii) The monthly budget was reviewed. The Chair highlighted the Mendennick Solar Fund expenditure should be shown on the paid to July 2017 / committed to 31st March 2018 section of the spreadsheet.

(iii) The car park income and expenditure spreadsheet was reviewed.

(iv) In response to the motion of increasing resident car park permit fees the Chair advised any increase could not be implemented until March 2018. Cllr Wilton proposed the Council reviews this once the six monthly report had been produced.

7. Lynher Barge

The Chair advised an email had been circulated from Barbara Bridgeman, Director of Lynher River Barge and subsequent emails have been received from residents. The Chair reiterated the responsibility and decisions regarding the Lynher River Barge proposals are for the MLMA. Cllr Vincent advised he had received communication from a resident objecting to the proposals and has communicated with Barbara Bridgeman. He had responded objectively to both parties, felt there was some misinformation

being circulated and that it would be beneficial if the Directors of the Lynher River and local residents objecting to the proposal meet. The Chair stated any decision on where and how the Lynher Barge is moored has to be made by the MLMA therefore no proposal was made for this agenda item.

8. Village Hall Committee

Report provided by Cllr Hall.

9. Capital and maintenance

Having discussed the quotations for fencing to create a nesting area around the lake, Cllr Wilton proposed Cllr Taggart recommend alternative options. Cllr Taggart discussed creating an area using native shrubs and will put forward a proposal for the next Council meeting.³

10. MLMA

Four councillors showed an interest in representing MPC at the MLMA meetings. It was proposed by Cllr Wood and seconded by Cllr Lewis that MPC does appoint a representative. The motion was carried unanimously and a representative will be selected after the meeting.⁴

11. Training

Cllr Wilton proposed the Clerk emails dates when he is available in August. This was second by Cllr Wood. All present agreed a training date in August would be beneficial.

12. Cornwall County Councillors

Cllr Roberts proposed MPC officially respond to Cornwall Council's consultation regarding reduction in County Councillors. The Councillors discussed the circulated documents and agreed that by reducing the number of Cornwall Council Councillors Millbrook & the Rame Peninsula would see a diminished service. Cllr Wilton proposed MPC officially respond to Cornwall Council stating MPC do not agree to any reduction in Cornwall County Councillors. The motion was seconded by Cllr Lewis and carried unanimously.⁵

13. Tree of remembrance

Josh Taylor requested permission to plant an acer tree along the dog walk of Millbrook Lake as a memorial for relative. Cllr Taggart raised concern that an acer might not be the most suitable tree to plant in this location. It was proposed by Cllr Roberts and seconded by Cllr Wilton that the Council support the proposal with Cllr Taggart liaising with Mr Taylor on the most suitable type of tree. The motion was carried unanimously.⁶

The meeting closed at 9.05