



Millbrook Parish Council

Millbrook Village Hall, The Parade, Millbrook, Cornwall PL10 1AX
Telephone 01752 823128 Email enquiries@millbrook-pc.gov.uk

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY, 19TH MARCH 2019 AT 7.30PM IN THE BALCONY ROOM OF THE VILLAGE HALL

PRESENT: Cllrs H. Wood (Chair), S. Lewis (Vice-Chair), R. Meeson, B. Taggart, R. Vincent, P. Polák, E. Edwards, S. Woffenden

IN ATTENDANCE: Deputy Clerk K. Heald, 3 members of the public

111) COUNTY COUNCILLOR REPORT & PUBLIC FORUM

Apologies received from Cornwall Councillor George Trubody.

A parishioner raised concerns that, due to the position of the posts in Middle Lane, he is not able to get his mobility scooter through thus restricting access to get to the shops. It was agreed the Parish Council would contact Cornwall Council Highways, who are responsible for the land.

The root problem along the footpath surrounding Millbrook Lake was brought the Council's attention and it was agreed this was to be reviewed. The Chair referred to the problems in New Road, stating that Cornwall Council, who are responsible for this area, have been contacted.

112) APOLOGIES FOR ABSENCE

Apologies received from Cllr Roberts and Cllr Wilton. The Council unanimously accepted the Councillors' reasons for absence.

113) DECLARATION OF INTERESTS, GIFTS AND DISPENSATIONS IF REQUIRED

None

114) APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Cllr Edwards informed the Council that the minutes from the previous state no apologies had been received from him. On the evening of the meeting he was unwell and sent an email to the Deputy Clerk. Subject to this amendment Cllr Lewis proposed the were approved as a true and accurate record. Agreed by all present.

115) MATTERS ARISING FROM THE MINUTES & REVIEW OF ACTIONS

The Chair advised the Council that the matters arising and review of actions are moving forward and a full update will be provided when the Clerk returns from leave.

A) DEVOLVEMENT OF WEST STREET PLAY PARK AREA

B) FENCING FOR SHRUBS BY THE LAKE

C) AIR CONDITIONING UNIT / OPENING WINDOWS FOR THE COUNCIL OFFICE

Cllr Vincent produced a sketch showing an idea of an awning, to create shade (prevent solar gain) combined with an opening window / air in and an open Velux in the roof to prevent unacceptable office heating.

He agreed to resend the email to the Deputy Clerk, who would circulate it to all Councillors for review.

D) REPAIR OF THE NOTICEBOARD AT INSWORKE

E) SIGN FOR THE TANYARD

F) BARBEQUE SLAB OPPOSITE LIME KILN

G) REPLACEMENT OF TENNIS COURT KICKBOARDS

H) DISABLED BAY FOR VILLAGE HALL CAR PARK FOR THE TANYARD

I) REPAINTING OF RED WALKWAY IN THE VILLAGE HALL CAR PARK



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J) REMOVAL OF BOLLARDS IN WEST STREET CAR PARK

K) NEW FOOTPATH IN THE GRAVEYARD.

L) PROVISION OF ELECTRIC VEHICLE (EV) CHARGER

Cllr Edwards is awaiting information from another Parish Council, who has successfully received grant funding for electric vehicles.

M) OUTDOOR GYM EQUIPMENT

During the last meeting it was agreed that Councillors would respond electronically to the following:

- (i) *Does the Council wish to seek grant funding for outdoor gym equipment for the park?*
- (ii) *Subject to above (106a), does the Council wish to employ the Deputy Clerk to source funding?*
- (iii) *Subject to approval of the above, does the Council agree to set up a working group to facilitate the project?*

The Deputy Clerk informed the Council that whilst some Councillors had responded, not enough Councillors had responded to proceed.

Cllr Lewis proposed that the Council proceed with (i), (ii) & (iii) above. Cllr Taggart seconded the proposal and the Council agreed to set up a working group. The Deputy Clerk informed the Council that she attended a RoSPA training course with The Clerk where it was pointed out that, as the Outdoor Gym equipment is not designed as children's play equipment it should not be situated near the play park area.

116) FINANCE

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

With the exception of one payment, for recent grass cutting work undertaken requiring approval, the payments listed had either been previously approved, were standing items or fall under the Clerk's delegated spend. Cllr Taggart informed the Council that he reviewed the recent grass cutting work and he would be happy to approve the payment. The paths have been opened up and encroaching bramble cut back. Payments also included cheques issued to successful applicants from the Mendennick Solar Fund. Cllr Lewis proposed the payments approve the payments listing. The motion was seconded by Cllr Taggart and unanimously agreed by all present.

B) MONTHLY BUDGET (APPENDIX B)

The Council took note of its financial position. All Mendennick Funds have now been distributed to projects in the community. Cllr Taggart drew to the Council's attention that, within budget line 36 of the 2018/19 budget, an amount of £1000 has been allocated to spend on root damaged paths. Cllr Taggart suggested whichever contractor is used a root barrier membrane should be installed. Cllr Meeson suggested the Council review the 2019/20 budget and if provision has allocated for root damage paths then the £1000 is carried forward and the two amounts are added together giving the availability of more funds to solve the problem.

C) DOES THE COUNCIL WISH TO APPOINT MR CLIVE MURPHY AS INTERNAL AUDITOR FOR ITS 2018-19 YEAR END ACCOUNTS?

It was proposed by Cllr Lewis and seconded by Cllr Polák the Council appoints Mr Murphy as its internal auditor.

117) DOES THE COUNCIL WISH TO FUND £330 TO RAME COASTWATCH FOR THE PROVISION OF A DEFIBRILLATOR AT RAME HEAD?

The Chair informed the Council that the total budget for the defibrillator is approximately £1,400. Maker with Rame Parish Council and St John Parish Council have both committed £330 towards the costs. Additional funds will either come from Maker-with-Rame Parish Council or CC George Trubody's community chest fund. It was proposed by Cllr Lewis and seconded by Cllr Polák that the Council contributes £330.00 towards the costs. The motion unanimously supported by all present.



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118) DOES THE COUNCIL WISH TO HAVE A REMOVABLE PLATFORM BUILT FOR THE TANYARD TO PROVIDE A LEVEL SURFACE FOR EVENTS?

Cllr Lewis provided some background information for this proposal. An email was circulated to all Councillors on Sunday 17th March via the Deputy Clerk with attachments of a quotation for £1,600 and information on purpose built, weather proof, temporary flooring to be used in the Tanyard by the Black Prince Committee and other community events. When not in use the flooring could be stored in the Lime Kiln. It was proposed by Cllr Lewis and seconded by Cllr Wood that Council order the flooring as soon as possible (in order for it to be delivered in time for the Black Prince Procession). It was agreed that the Council would ask the Black Prince Committee / Lions Club to contribute £500 towards the costs.

119) DOES THE COUNCIL APPROVE OF ANY OF THE QUOTES RECEIVED TO BUILD A NEW FOOTPATH IN THE GRAVEYARD?

The Council requested further information including an outline plan of the proposed path and specification of the width of the proposed path. Cllr Lewis proposed the decision is deferred pending further details.

120) DOES THE COUNCIL WISH TO PURCHASE AND INSTALL ADDITIONAL BENCHES / PICNIC TABLES IN THE TANYARD?

Cllr Edwards informed the Council, that in addition to the request previously received from Kernow Lounge for the installation of picnic benches in the Tanyard, he has been approached by Premier Stores.

A discussion took place over security and the Council agree to purchase any benches they would need to be fixed to the und. It was noted that, to comply with the Council's Standing Orders, the decision made in January's meeting regarding the Kernow Lounge purchasing and installing picnic benches and the conditions imposed, i.e. they are not used exclusively for Kernow Lounge customers and no waitress service is offered could not be revisited for five months.

The Chair highlighted that no quotations are available for review and the Council has concerns over security. Cllr Meeson proposed the motion is deferred until next month, pending further information.

121) DOES THE COUNCIL APPROVE OF THE WORKS TO VARIOUS TREES AROUND THE LAKE BEING CARRIED OUT AS QUOTED?

It was proposed by Cllr Taggart and seconded by Cllr Meeson that Council accepts the quotation for the works of various trees around the lake on the proviso that a proviso that no ivy is severed, unless due to safety reasons it is absolutely necessary. Councillor Meeson suggested that an equal number of trees are planted to replace any removed. Cllr Taggart agreed to liaise with the contractor. The motion was carried unanimously.

122) APPOINTMENT OF THE NEW GRASS CUTTING CONTRACTOR

The Council reviewed and discussed the four quotations received (referred to as contractor A, B, C & D). It was noted that tender B is local and has offered an 'open' day once a year in the orchard, advertised to the community to provide training to locals in the fruit tree pruning (whilst providing pruning to the trees within the orchard). Cllr Taggart proposed the contract is awarded to tender B. The motion was seconded by Cllr Lewis and unanimously agreed by all present.

The meeting closed at 8.37.