MYLOR PARISH COUNCIL

MINUTES of the MEETING of Mylor Parish Council held on Monday 28th October 2019, in the Flushing Village Club, commencing at 7.00pm.

PRESENT; Councillor J Robson (Chairman), R Myers, M Franks, P Polglase, C Tidman, A Rose, A Griffiths, A Marston and H Hall

IN ATTENDANCE; Cornwall Councillor J Symons, M Kelly (Clerk), three members of the public

During the public participation part of the meeting, no one chose to speak.

168/19 APOLOGIES FOR ABSENCE
Councillors D Lansdowne and E Shelton
The Chairman, Councillor Robson welcomed Councillor A Marston to the Parish Council.

169/19 DECLARATIONS OF INTERESTS
None

170/19 UPDATE FROM CORNWALL COUNCIL DIVISIONAL MEMBER
Councillor Symons said that at the Cornwall Council Planning Committee meeting this morning, the Parish Council lost both applications for The Paddock and Willow House, which was disappointing. He said that the head planners at Cornwall Council were going to have a meeting to try and formulate some form of penalty on applicants who do not adhere to their approved plans.
Councillor Symons had made enquiries on the MSAS signs and had received a response which he would forward on to the clerk.
Councillor Symons explained that at the Cornwall Council Community Governance meeting, the casting vote went in favour to recommend the boundary change and Perran Foundry should be part of Perranarworthal instead of Mylor. Councillor Symons had sent a complaint in regard to why the map was changed and the fact that the Parish Council had not seen this prior to the Cornwall Council meeting. There is another meeting on the 10th December, Councillor Robson asked whether Mylor could attend and speak, Councillor Symons would confirm.
Councillor Symons mentioned that he had previously spoken about the hedge/verge trimming Cornwall Council and provide for 5 pence per square meter and asked when the Parish Council would be discussing this?
Councillor Robson asked whether there is any update from Planning Enforcement in regard to Bridleway 14 or the garage at Lemon Hill, he said that he has not heard anything further and that they are both going through the enforcement process.
Councillor Myers asked if there was an update regarding PCN’s issued for the month, Councillor Symons said that this is usually every other month, so there will be an update in November.

171/19 MINUTES OF THE PARISH COUNCIL MEETING ON 30th SEPTEMBER 2019
• On the proposition of Councillor Robson, seconded by Councillor Franks and agreed, the Minutes of the Meeting held on 30th September 2019 were approved and signed.

172/19 MATTERS ARISING FROM THE MINUTES
• See action points.

COMMITTEES
173/19 PLANNING COMMITTEE
• On the proposition of Councillor Robson, seconded by Councillor Franks and agreed, the Minutes of the Planning meeting held on 8th October 2019 were approved and signed.
174/19 STAFFING COMMITTEE
• The notes from the Staffing Committee meeting were noted.

WORK PARTIES
175/19 STREET LIGHTS WORKING PARTY
• Councillor Robson mentioned that paragraph 12 of the Street Lights Working Party notes should be amended to read, “JS advised it would be similar to a road closure scheme with signage erected, newspaper notices etc.” The notes from the meeting were noted.
• There were a couple of questions regarding the lights in the Parish and the pilot study. Councillor Hall said that any conversations with the Council officer involved needs to be clarified and writing and circulated so there is evidence of what has been agreed.
• Councillor Robson reminded Councillor Polglase and chairs of all work parties on the Terms of Reference and the ways of working in regard to the Work Party.

176/19 CLOCK TOWER WORKING PARTY
• Councillor Franks mentioned that she had reviewed the Standing Orders and had noticed the rules on tenders for works, the clerk mentioned that she is looking into this with CALC.
• Councillor Tidman queried where the £6,000 figure, came from; Councillor Robson wanted added to the precept to go towards the clock tower. Councillor Robson mentioned that the Heritage Lottery Fund would be expecting the Parish Council to put up some money to go towards the repair. There followed a discussion on how much funding was actually needed from the Parish Council in regard to the clock tower considering the amount already budgeted.
• The report from the Clock Tower Working Party were noted.

177/19 CLIMATE EMERGENCY WORKING GROUP
• On the Proposition of Councillor Myers, seconded by Councillor Griffiths and agreed that the Terms of Reference for the Climate Emergency Working Group were approved
• Councillor’s Griffiths, Franks and Marston joined the working party.
• It was proposed by Councillor Hall, seconded by Councillor Polglase and agreed that the plans and adverts, including the magazine advert, for the meetings on the 21st November with the talk with Stephan Harrison, and the 7th December Community Climate Group were approved.
• Councillor Griffiths proposed the Parish Council writes to the local MP Sarah Newton and invite her to the climate meeting on the 21st November, this was seconded by Councillor Robson and agreed.

178/19 NEIGHBOURHOOD DEVELOPMENT PLAN
• The notes from the NDP/Lights Working Party meeting on the 03/10/19 were noted.
• The notes from the NDP/Affordable Homes Working Party meeting on the 08/10/19 were noted.

179/19 COMMUNITY GOVERNANCE REVIEW
• The notes from the Community Governance meeting with Perranarworthal on the 2nd October were noted.
• It was queried how much sway the public consultation will have in regard to the Community Governance Review, it was suggested the Parish Council should be proactive in consulting and encouraging the public to have their say over the Perran Foundry situation.

180/19 PARISH PROPERTY
• There was a discussion on the provision of dog poo bins in the parish, it was considered that there were enough Parish Councillors to go around the parish and identify if there was any
areas which were missing a bin to identify them, the area near the Pandorra/Crownick woods was mentioned as a potential area, which is lacking in a dog bin. The clerk would look into the cost of the installation of a bin/cost of emptying etc.

- **On the proposition of Councillor Rose, seconded by Councillor Robson and agreed that the Parish Council would purchase their own replacement toilet roll holder for the toilets in Mylor and also for the Parish Council to remove the sharps bin, which no longer had a key for it to be emptied.**

- **It was proposed by Councillor Robson, seconded by Councillor Hall and agreed that Councillor Robson and Councillor Shelton would look into fixing the hole in the hedge at the Leats car park and the clerk would send letters to the residents in the area about the hedge.**

- **Following the letter from the New Row Residents Association, the Parish Council asked whether Councillor Symons could find out who owns the pathway between 7,8 and 9 New Row belongs to.**

- **On the proposition of Councillor Robson, seconded by Councillor Hall and agreed that the Parish Council would replace the existing sign in the Leats car park, with one sign, which will cover all the relevant points of parking close to the hedge and adhering to the car park policy when it is adopted at the next meeting.**

**181/19 CODE OF CONDUCT**
- **On the proposition of Councillor Robson, seconded by Councillor Myers and agreed that the Parish Council adopt the updated Code of Conduct.**
- **On the proposition of Councillor Robson, seconded by Councillor Hall and agreed that the Parish Council amend their Standing Orders to include mandatory Code of Conduct Training at the earliest convenience and every four years.**

**182/19 INTERNET BANKING**
- **On the proposition of Councillor Robson, seconded by Councillor Hall, and agreed that the Parish Council update their Standing Orders to allow Internet Banking for the Clerk to pay suppliers by BACS.**
- **Councillor Tidman queried whether the Parish Council needed to continue with three signatories on the bank mandate. Following the last bank mandate update, HSBC mentioned that two signatories were usually sufficient.**

**183/19 AUGUST MEETING**
- **On the proposition of Councillor Myers, seconded by Councillor Marston and the majority agreed to reinstate the August Parish Council meeting.**

**184/19 REMEMBRANCE SUNDAY**
- **It was agreed that Councillor Robson would attend Mylor and Councillor Myers would attend Flushing Remembrance Sunday Services. Councillor Polglase offered to attend the Falmouth service, but will confirm with the clerk.**

**185/19 FINANCIAL MATTERS**
- **On the proposition of Councillor Robson, seconded by Councillor Hall and agreed that cheques totalling £3,256.25 were approved for payment.**

**186/19 CORRESPONDENCE**
- **Community Road Safety Forum e-mail sent 18/10/19**

**187/19 MEMBERS’ AND CLERK’S ITEMS (for information only)**
- **Localism Summit – 6th November, Wadebridge showground**
• Finance meeting (Grants, Precept and general Finance for the year to date 7th November, Tremayne Hall Mylor 7pm
• Councillor Robson announced that she will be stepping down as Chairman of the Parish Council at the end of December 2019.
• Councillor Myers mentioned the Community Garden coming first in the Britain in Bloom competition out of 400 entrants, which is wonderful in their first year.

188/19 AGENDA ITEMS FOR NEXT MEETING
• Car Park Policy for the Leats car park

There being no further business, the Chairman declared the meeting closed at 20.50hrs

The next Council meeting is on Monday 25th November 2019 at the Ord-Statter Pavilion. This will commence at 7pm with public participation. The next planning meeting is on Thursday 14th November 2019 in the Tremayne Hall at 7pm.

CHAIRMAN …………………………………… DATE ……………………………
<table>
<thead>
<tr>
<th>Items</th>
<th>Comments</th>
<th>Position</th>
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<tbody>
<tr>
<td>Salt Bin Mylor Bridge</td>
<td>Grit bin in place – Clerk chased Cormac again 18/10/19 for update as to why the bin has not been installed</td>
<td>Ongoing – Cormac looking into it</td>
</tr>
<tr>
<td>HSBC Online Banking</td>
<td>Response from HSBC – need form to be re-signed including Chairman and a copy of the Council’s constitution</td>
<td>On agenda</td>
</tr>
<tr>
<td>Toilet Lease</td>
<td>Lease completed – need to register the lease with the Land Registry</td>
<td>Clerk has contacted Cornwall Council in regard to registering the lease</td>
</tr>
<tr>
<td>Tree works Leats car park</td>
<td>Final problem tree to be dealt with by contractor</td>
<td>In hand – date to be confirmed once permission is obtained</td>
</tr>
<tr>
<td>Toilet cleaning reduce to 3 days per week</td>
<td>Clerk contacted Cormac requesting the cleaning to be reduced to 3 days per week</td>
<td>Toilet cleaning reduced from 1st November to 3 days per week</td>
</tr>
<tr>
<td>Car Park Policy</td>
<td>Clerk looking into possible options in regard to the toilet lease</td>
<td>Will be going on the November agenda for discussion</td>
</tr>
<tr>
<td>Benches on Mill Quay</td>
<td>The final bench donor has signed the policy and will be in contact to install the bench in the next couple of weeks</td>
<td>In hand</td>
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<tr>
<td>Mylor Playing Field Committee letter re the planting of trees</td>
<td>Letter sent to the Playing Field Committee</td>
<td>Letter sent</td>
</tr>
<tr>
<td>Parish Bier</td>
<td>Councillor Shelton has visited the Bier – to provide an update at the meeting</td>
<td>In hand</td>
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<tr>
<td>Cornwall Council Loan form</td>
<td>Sent to Cornwall Council waiting for confirmation on final rate</td>
<td>In hand</td>
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