**Present -:** Cllrs. P Harris (Chairman) (PH), G Bone (GB), C Allison (CA), M Harvey (MH), R Toms, D Laud (DL), E Green (EG) & V Thorpe (VT)

**Also attending -:** Mrs K Rees (Clerk), Cllr. A Harvey & 14 members of the public

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| 076/19 | **Public Safety Announcement:** |
| 077/19 | **Apologies:**  Cllrs. Mrs M Vale & A MacCreadie |
| 078/19 | **Urgent Business Identified After Circulation of Agenda:**  None. |
| 079/19 | **Registered/Non- Registered Interests & Dispensations:**  None. |
| 080/19 | **Sanctuary Homes:**  Giles Blight & Allison Olds gave a presentation on the development of 37 houses on Land North West Mitchell which was recently granted outline planning permission. Sanctuary Homes has been appointed by West Country Homes Ltd to progress the development and a reserved matters application will be submitted at the end of the week. In addition, there are a number of conditions which need to be fulfilled before the development can start and a separate application will be submitted in due course. An acoustic fence will be installed which was a condition of the planning permission granted. Alternatives are also being considered. A lengthy discussion took place as to who would be responsible for the maintenance of the fence in the future. Reassurance was given by Sanctuary that it would be their responsibility. Two parking spaces are allocated per dwelling and it was commented that it is essential that parking arising from the development must be self-contained as Mitchell already has a large parking issue. As the land is locked, there will be no pedestrian access at the village end of the site. Sanctuary Homes agreed to circulate the PDF of the design & access statement and any comments would be submitted by 20th June. |
| 081/19 | **Public Session**:  Roz Symonds (RS) expressed concern that the summer bus service has reduced from an hourly to a two-hourly service. This has affected lots of parishioners who are now unable to get to college/work on time. Several other residents echoed these comments and a letter from another resident was read out reiterating this. RS has contacted First Buses who stated that patronage was not high enough at off-peak times to warrant an hourly service. RT advised that there is a similar situation in Mitchell.  RS advised that the recent consultation held regarding the installation of floodlights at the Skatepark was well attended. 30 responses were received which we were mainly positive. CCTV was not included in the consultation as it is unclear whether this is feasible. Another consultation will be held in August. The TR8 Group will be doing some gardening around the village in the next few weeks. A discussion took place regarding the times of use of the floodlights. The lights would be on a timer and can be used between 5.00pm & 8.30pm. It was commented that skaters in the summer can be there until midnight. |
| 082/19 | **Minutes:**  ‘Election Process’ needs to added to minute reference 063/19. ***RESOLVED: With the above amendment, the Minutes of the Full Council meeting held on 13th May 2019, circulated, were correctly recorded. These were signed by the Chairman.***  GB advised that he had been appointed onto the Wesley Community Hall Management Committee but had not been invited to the meeting. The Clerk apologised & stated that it was an oversight on her part ***RESOLVED:*** ***The draft Minutes of the Annual General Meeting held on 13th May 2019 were accepted as a true record.*** |
| 083/19 | **Cornwall Councillor Report:**  AH advised that the funding for the Cornwall Spaceport is now secure. Cornwall Council will provide £12mn, the UK Space Agency will provide £7.87mn and the Cornwall & Isles of Scilly Enterprise Partnership will provide £500,000. 150 new jobs will be created.  Julian German is now the Leader of the Cornwall Council and Hilary Frank the Chairman.  The changes to the bus service were discussed and AH agreed to speak to Geoff Brown, the Portfolio Holder for transport. |
| 084/19 | **Planning Applications, Appeals & Decisions:**   |  |  |  |  | | --- | --- | --- | --- | |  | PROPERTY | RESOLVED | COMMENTS | | PA19/04212 | 26 Metha Road | SUPPORT | (P/S: VT/MH) |   The decisions were read out.  It was discussed whether to comment on the Reserved Matters Application for 37 houses on Land in Mitchell. ***RESOLVED: Clerk to comment that the acoustic fence must be maintained by Sanctuary Homes for a minimum of 50 years, sufficient parking must be included so that the development is self-contained & the road must be wide enough for emergency vehicles. Any additional comments to be sent to the Clerk by the end of the week.*** |
| 085/19 | **Matters Arising:**   1. Highway Issues: The Clerk advised that the grit bin for the hill outside the pet cemetery has been ordered. The poor condition of the road outside Ventonarren Farm was discussed. It was also reported that there is now a 3rd ‘advertising’ trailer near the entrance to the Fishery. ***RESOLVED: Clerk to report issues to Cormac***. 2. Facilities Committee Update: The Clerk confirmed that the signage had now been ordered. EG has stepped down from the Committee. The benefits of having the committee were discussed and it was ***RESOLVED that PH would organise a meeting of the committee to see what interest there is in taking this forward. If none, then responsibility would revert back to the Parish Council. DL to replace on the Committee***. Cormac’s final invoice has still not been paid. PH advised that he still needed to organise the site visit. ***NOTED***. 3. Neighbourhood Plan Update: The Scoping Report is now available and has been circulated to Steering Group Members. The Steering Group Meeting will take place on 24th June. ***NOTED***. 4. Wesley Community Hall: The Clerk had circulated the notes from the Project Team Meeting. Quotes are being sought for the works required to the roof, new flooring in the Committee Room & the refurbishment of the three toilets and kitchen. This will get the building fit for purpose to function as an Office. The Clerk & EG have purchased office furniture which will shortly be delivered & quotes for an Electrical, Asbestos & Fire Safety Survey will be requested. The Clerk confirmed that £20,000 was allocated in the Precept for initial works. ***NOTED***. 5. Register of Land: The plans have now been submitted to the Land Registry and the Clerk is waiting for the outcome. ***NOTED***. 6. War Memorial Landscaping Project: AM has still not received the details from Howard Farmer. It was commented that the work needs to be started as soon as possible. ***NOTED***. 7. Adoption of Amenity Space in St. Francis Meadow: No progress. The Clerk advised that she had asked the solicitor about just taking over the play area but she had not yet received a response. ***NOTED***. 8. Bus Stop Outside The Manse: The Clerk advised that the Traffic Commissioner does not need to grant permission for the change to the location of the stop. ***RESOLVED: To progress the change of the Bus Stop to Truro from outside the old Post Office to outside The Manse. Clerk to get quote for the shelter from Cormac***. 9. Date of CPR Training: This has been organised for 11th June at 7pm in the Wesley Community Hall. ***NOTED***. 10. Installation of Floodlights at the Skatepark: PH advised that the planning application will now be submitted based on the feedback from the consultation. ***NOTED***. 11. Pedestrian Access to Cemetery/The Pit: Item can be taken off the Agenda. ***NOTED***. 12. Refurbishment of the Play Park: VT advised that a meeting was held to discuss the project. A Facebook page has been set-up to get feedback from parents & carers and 3 quotes will now be sought based on the feedback given. ***NOTED***. 13. Employment of a Village Caretaker: No progress. Agenda item next month. ***NOTED***. 14. Community Goverance Review: The Clerk had published the information in the Village Newsletter & on the Mitchell Residents Facebook page. As the feedback given was largely positive it was ***RESOLVED to submit a formal expression of interest***. |
| 086/19 | **Business Matters:**   1. Changes to St. Newlyn East Bus Service: The changes to the bus service were discussed at length. First Buses is not providing an adequate service. No consultation was held and the timetable says ‘until further notice’ so this could be a permanent change. ***RESOLVED: Clerk to write a strongly worded letter to the Traffic Commissioner expressing dissatisfaction at the change***. 2. Chain of Office: This needs to be updated with the most recent Chairman’s. ***RESOLVED: PH to organise.*** 3. Installation of Dog Bin at the bottom of Shute Lane: A request had been received for a new dog bin at the bottom of Shute Lane. One option could be to move dog bin outside Mitchell Park to Shute Lane. ***RESOLVED: PH to assess to see if there is a post in place***. 4. Parish Councillor Vacancy: The Clerk advised that the Casual Vacancy Notice is displayed and will expire shortly. If no election is called, the Parish Council will be free to co-opt. ***NOTED***. |
| 087/19 | **Correspondence:**   |  |  |  | | --- | --- | --- | | Football Club | Improvements to Changing Rooms | ***RESOLVED: Clerk to write letter of support & request further information on funding and improvements to the external appearance.*** | |
| 088/19 | **Reports from Outside Bodies:**  GB attended a meeting of the Trevilson Trust and gave a brief report.  MH, PH & DL attended a site visit at Tregerles Farm. Following this Councillors agreed to object to the proposed development and the comments had been submitted to the Planning Officer.  EG attended a Community Speed Event. He is waiting for the notes which he will circulate.  EG & GB attended a very interesting site visit to Lappa Valley. |
| 089/19 | **Finance:**   1. Accounts: ***RESOLVED: Accounts totalling £6502.76 were approved for payment (see appendix 1)*** 2. Urgent Financial Matters: The Clerk advised that the current laptop needs replacing and she had received quote from Compu-K. ***RESOLVED: Clerk to purchase laptop to a value of £495***. 3. Annual Audit 2018/2019***:*** The Internal Audit has now been completed and the Clerk went through the figures. ***RESOLVED: (i) The Annual Governance Statement 18/19 were approved and signed (ii) Accounting Statements 18/19 were approved and signed.*** |
| 090/19 | **Items for the July 2019 Agenda:**  Planning Committee Protocol (VT)  Summer Traffic (RT) |
| 091/19 | **Closure:**  There being no further business, the Chairman thanked members for their attendance. He advised that the **next scheduled Full Council Meeting will take place on 08th July 2019 at 7.00pm in the Wesley Community Hall.** The meeting closed at 20.50pm. |

APPENDIX 1

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| **Payee** | **Reason** | **Amount** | **Method** | **Chq Number** |
| Mrs K Rees | Salary & Admin Costs | £1154.33 | BACS – 30/06 |  |
| Steve Irish | Public Toilets | £250.00 | BACS – 30/06 |  |
| HMRC | National Insurance | £149.72 | BACS – 10/06 | - |
| NEST Pension | Clerk’s Pension | £74.25 | DD – 10/06 |  |
| Nalders | Chancel Insurance | £40.05 | RETROSPECTIVE |  |
| BT | Broadband | £53.88 | DD – 10/06 |  |
| Edf Energy | Public Toilets | £84.00 | BACS – 04/06 |  |
| David Wright | Internal Audit | £690.00 | BACS – 10/06 |  |
| Cornwall Council | Legal Fees | £35.28 | BACS – 10/06 |  |
| Zurich Insurance | Insurance Policy | £2235.78 | BACS – 10/06 |  |
| Compu-K | Encryption Software | £34.44 | BACS – 10/06 |  |
| Mrs K Rees | Office 365 Subscription | £656.64 | BACS – 10/06 |  |
| Mr P Harris | Skatepark Floodlights | £19.19 | BACS – 10/06 |  |
| Usfor | Sign Printing | £266.40 | BACS – 10/06 |  |
| Mrs K Rees | Payroll Software | £58.80 | BACS – 10/06 |  |
| Readies Office Furniture | Office Furniture | £700.00 | BACS – 10/06 |  |
| **Total** | | | | **£6502.76** |