



Millbrook Parish Council

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

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY, 18TH JUNE 2019 AT 19:30 IN THE BALCONY ROOM OF THE VILLAGE HALL.

PRESENT: N. Roberts (Chair), S. Lewis (Vice-Chair), H. Wood, R. Meeson, C. Wilton,
B. Taggart, S. Woffenden, E. Edwards

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

17) CHAIRMAN THANKS

The Chair wished to acknowledge the work and effort over the past 5 ½ years by the previous Chair, Cllr Wood. She thanked him for his work, not only in his role as Chairman, but as a Parish Councillor, which is set to continue. For this she stated that she is personally grateful for Cllr Wood's advice and help. The Chair requested that a vote of thanks be recorded in the minutes, a proposal that was seconded by a member of the public, Mr R Bews. Cllr Wood thanked the Chair for her kind words.

18) PUBLIC FORUM & COUNTY COUNCILLOR REPORT

Various Traffic & Transport (T&T) matters from Mr R Bews

Mr Bews, referring to the Feasibility Study of the Tanyard commissioned by the Council, stated that in his opinion the project plan did not constitute a contract or indicate what the Council was asking for. He then asked if the proposed solutions would include approximate costs, to which the Chair replied it was her understanding that they would.

Mr Bews then stated that he didn't think the £45,000 budgeted by the Council [between 2018 – 2020] would be sufficient to both resolve the traffic flow issues at the Tanyard and tackle other T&T issues in Millbrook. He gave examples of other such issues, namely child safety at Blindwell Hill, St Johns Close & the Tractor Park, adding that he thought it reckless of the Council to put such matters to one side. The Chair responded stating that it is unfair to say that the Council has put any matter to one side. She then suggested that the T&T Working Group (TTWG) meet to discuss the matters raised by Mr Bews.

Cllr Wilton pointed out that the TTWG had discussed the areas Mr Bews is referring to with the Highways Manager at Cornwall Council (CC) and looked at various different solutions. However, the decision is ultimately theirs as the Highways Authority. Cllr Woffenden stated that it was her understanding that the Highways Manager was due to come back to the Parish Council with potential solutions for these areas following the previous discussions. She agreed with the Chair that a meeting of the TTWG is required and further suggested that the Highways Manager be asked again about the areas being discussed.

Cllr Wilton then responded to Mr Bews' previous comments regarding the £45,000, stating that this figure was a goal and not set in stone. If costs exceed that figure, the Finance Committee can recommend that the budget be increased without having to increase the precept. The Chair added that the Council's loan for the refurbishment of the Village Hall will also be settled in the next few years, providing additional funds if required.

The Chair acknowledged the points raised by Mr Bews and stated that she would be happy to discuss them in more detail should he wish to.



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Correspondence regarding illegally parked caravans & campervans

The Chair read aloud an email received by the Council from a parishioner:

"Dear Councillors,

I'm unable to attend the Parish meeting this evening but wish to bring the following to your attention:

Please would you update me with the current situation regarding the illegally parked caravan along Lower Anderton Road. As you must be aware the Caravan is being lived in, and ought not to be even on a public highway as it is not attached to a licensed vehicle.

Yet again an illegal vehicle has parked on Greenland car park. This vehicle is shown on DVLA web site as being SORN'd on 12th Nov 2018. Which means no vehicle tax in place and should be kept off road, not in a public car park. This vehicle too, I understand is being lived in!! To add to the problem there is also a caravan parked illegally in West Street car park."

The Clerk added that the Council had received additional reports regarding the caravan in West Street that cited various counts of anti-social behaviour. As a result, those reports had been passed to the Police, CC Anti-Social Behaviour & CC Environmental Health. Following a query from Cllr Woffenden regarding the other vehicles mentioned in the email, the Clerk confirmed that all had been reported to CC Parking Enforcement.

Cllr Wilton asked if West Street Car Park could be included in the additional enforcement visits the Council receives from CC. The Clerk confirmed that this had recently been agreed with CC Parking Enforcement. Cllr Wood then reminded the Council that it was within its rights to take legal action against the owners of any vehicles illegally parked on our land. Cllr Wilton also added that just because a caravan is not attached to a vehicle it does not make it illegal. Cllr Woffenden shared her concerns regarding the proximity of these reports to the children's play park in West Street. The Chair closed the discussion by stating that we must follow up progress on these reports with the various authorities.

Letter of thanks from the Black Prince Committee

The Chair read aloud a letter from the President of the Black Prince Committee in which he thanked the Council for its contributions to this year's event and the volunteers from the Village Enhancement Team for their work in preparing the village.

19) APOLOGIES FOR ABSENCE

Apologies received from Cllrs Vincent & Polák. It was proposed by Cllr Lewis and seconded by Cllr Wilton that the absent Councillors' apologies be accepted. Motion carried unanimously.

20) DECLARATION OF INTERESTS, GIFTS & DISPENSATIONS IF REQUIRED

None declared.

21) APPROVAL OF MINUTES OF PREVIOUS MEETINGS

A) MEETING OF THE FULL COUNCIL 21/05/19

Cllr Wilton pointed out that under item 10 it stated that there were 2 abstentions, where it should read 2 objections. The Clerk also pointed out a typo. It was proposed by Cllr Wood and seconded by Cllr



Minutes that the minutes, subject to the amendments and amendments being made, are true and correct as a true and correct record. Motion carried unanimously.

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22) MATTERS ARISING FROM THE MINUTES & REVIEW OF ACTIONS

A. DEVOLVEMENT OF WEST STREET PLAY PARK AREA

No update.

B. AIR CONDITIONING UNIT / AWNING FOR THE COUNCIL OFFICE

Awning information passed to the Village Hall Committee which has requested further information from Cllr Vincent.

C. REPAIR OF THE NOTICEBOARD AT INSWORKE

No update.

D. SIGN FOR THE TANYARD

Cllr Roberts to pay for the sign from VistaPrint.

E. BARBECUE SLAB OPPOSITE THE LIME KILN

Clerk to send details to Cllr Lewis who will collect from B&Q.

F. REPLACEMENT OF TENNIS COURT KICKBOARDS

No update.

G. DISABLED BAY FOR VILLAGE HALL CAR PARK

Finding new contractor.

H. REPAINTING OF RED WALKWAY IN VILLAGE HALL CAR PARK

No update.

I. REMOVAL OF BOLLARDS IN WEST STREET CAR PARK

One bollard still remains.

J. PROVISION OF ELECTRIC VEHICLE (EV) CHARGER

Cllr Edwards gave an update on this matter. Additionally, the Clerk had received 1 quote and another potential 100% funded option for the Council.

K. OUTDOOR GYM EQUIPMENT

Cllr Woffenden gave an update on the public survey.

L. USE OF HERBICIDES TO CONTROL WEEDS

Cllr Taggart asked about the treatment of the Japanese Knotweed by the lake. The Clerk confirmed that, following engagement with the Environment Agency, a qualified contractor was treating it.



WATER TAP FOR USE BY THE PUBLIC IN THE VILLAGE
Cllr Meeson is investigating this matter.

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N. HEIGHT RESTRICTION BARRIER FOR GREENLAND CAR PARK

No update. Cllr Wood added that it may be prudent to think about installing a height restriction barrier at West Street Car Park. Cllr Wilton added that he would have no issue adding restrictions at the entrances of all of the Council's Car Parks.

Cllr Wilton added that in regard to the parking of the NatWest Mobile Bank behind the bus stop, he had spoken to residents who would have no issue with this arrangement.

23) FINANCE

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

It was proposed by Cllr Wilton and seconded by Cllr Lewis that the bills be paid as presented. Motion carried unanimously. Cllr Wood suggested that the names of individual contractors be omitted from the payments list. The Chair agreed.

B) MONTHLY BUDGET (APPENDIX B)

The Council took note of its financial position.

C) REVIEW OF INTERNAL AUDIT REPORT 2018/19

The Council noted the internal auditor's report. It was proposed by Cllr Wood and seconded by Cllr Woffenden that the report be approved as presented. Motion carried unanimously.

D) APPROVAL OF ANNUAL ACCOUNTING STATEMENTS FOR THE YEAR 2018/19

It was proposed by Cllr Lewis and seconded by Cllr Wood that the Annual Accounting Statements be approved as presented. Motion carried unanimously.

24) DOES THE COUNCIL APPROVE OF THE MAINTENANCE CONTRACT FOR THE CAR PARK MACHINE AS QUOTED BY PARKEON?

The Clerk suggested that the Council next year looks to upgrade the car park ticket machine as it is quite old and developing more faults. The Council discussed looking at more up to date solutions such as pay-on-exit and Cllr Woffenden suggested looking at a free parking period for next year. It was proposed by Cllr Woffenden and seconded by Cllr Wilton that the Council approve the maintenance contract as presented. Motion carried unanimously.

25) DOES THE COUNCIL WISH TO FORM A CLIMATE CHANGE WORKING GROUP?

The Council discussed this matter at length. It was proposed by Cllr Roberts and seconded by Cllr Wilton that the Council does not form a Climate Change Working Group, but instead appoints Cllr Woffenden as Council Liaison to a community-led working group. Motion carried unanimously.

26) DOES THE COUNCIL APPROVE THE COSTS FOR THE INSTALLATION OF WATERLESS URINAL SYSTEMS IN THE PUBLIC TOILETS?

It was proposed by Cllr Wilton and seconded by Cllr Roberts that the Council does approve the costs to install waterless urinal systems in the public toilets. Motion carried unanimously.



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27) RATIFICATION OF THE DECISION TO PLACE A SMALL SECTION OF DOUBLE YELLOW LINES BETWEEN DAWES LANE & QUAY HOUSE.

It was proposed by Cllr Wilton and seconded by Cllr Lewis that the Council ratifies the decision to place a small section of double yellow lines between Dawes Lane & Quay House. Motion carried unanimously.

28) DOES ANY COUNCILLOR(S) WISH TO ATTEND CORNWALL COUNCIL'S ALTERNATIVES TO PESTICIDES WORKSHOP?

Cllrs Vincent, Taggart & Edwards will attend the workshop.

29) DOES THE COUNCIL WISH TO RESPOND TO TORPOINT TOWN COUNCIL'S SURVEY REGARDING A NEW PONTOON / JETTY?

It was proposed by Cllr Wilton and seconded by Cllr Lewis that the Council and individual members respond favourably to Torpoint Town Council's survey regarding a new pontoon / jetty. Motion carried unanimously.

30) PLAYING FIELD ENTRANCE & GATE

A) DOES THE COUNCIL AGREE TO INSTALL A 3RD BOLLARD AT THE ENTRANCE TO THE PLAYING FIELDS TO PREVENT VEHICLES BLOCKING ACCESS?

It was proposed by Cllr Roberts and seconded by Cllr Wilton that the Council installs a 3rd bollard at the entrance to the playing fields to prevent vehicles blocking access. Motion carried unanimously.

B) DOES THE COUNCIL AGREE TO HAVE GATE POSTS INSTALLED AND THE PLAYING FIELD GATE REAFFIXED?

It was proposed by Cllr Roberts and seconded by Cllr Wilton that the Council does have gate posts installed and the playing field gate reaffixed. Motion carried unanimously.

There being no other business, the Chair closed the meeting at 20:48.

N Roberts, Chair