



# Millbrook Parish Council

Millbrook Village Hall, The Parade, Millbrook, Cornwall PL10 1AX  
Telephone 01752 823128 Email [theclerk@millbrook-pc.gov.uk](mailto:theclerk@millbrook-pc.gov.uk)

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY, 15<sup>TH</sup> OCTOBER 2019 AT 19:30 IN THE BALCONY ROOM OF THE VILLAGE HALL.

**PRESENT:** Cllrs N. Roberts (Chair), S. Lewis (Vice-Chair), H. Wood, R. Meeson, B. Taggart, S. Woffenden

**IN ATTENDANCE:** R. Hamill (Clerk), County Cllr G. Trubody, 3 members of the public

### 52) APOLOGIES FOR ABSENCE

Apologies received from Cllrs C. Wilton, B. Vincent, P. Polák and E. Edwards. **The Council unanimously accepted the absent Councillors' reasons for their absence.**

### 53) PUBLIC FORUM & COUNTY COUNCILLOR REPORT

#### Updates from the Chair

##### Significant road closures in November

The Chair informed the Council and the public that members of the Council's Traffic & Transport Working Group (TTWG) had last week met with Cormac, Cornwall Council, Plymouth Citybus and members of the Rame Peninsula Public Transport Users Group (RPPTUG) to discuss significant road closures [Millpool Head, King Street, West Street, The Parade] as a result of resurfacing works being carried out in November. She stated that the Council was awaiting final details from Cormac before the closures would be communicated via noticeboards, social media etc.

##### Council road sweeper

The Chair advised that Cllr Wood had volunteered to make use of the Council's mechanical road sweeper following ex-caretaker, S. Creese, kindly demonstrating its operation and maintenance.

#### Mr S Ryan – The Peninsula Trust

##### Rame Outdoors – tree planting

Mr Ryan started by mentioning the work of Rame Outdoors, which brings together groups of young people to do tree planting and wood clearing. He went on to say that they were looking to start a programme to increase their tree planting as part of the effort against climate change. With agreements already in place with Maker with Rame Parish Council and Mount Edgcumbe Country Park, he estimated that they had already secured the opportunity to plant 1,500 of their 5,000 tree target for the Rame Peninsula. He stated that he would like to come to a similar agreement with Millbrook Parish Council at some point in the future. Cllr Wood mentioned the work being done by Cornwall Council as part of its Forest for Cornwall initiative.

##### Millbrook Methodist Church & Hall

Mr Ryan updated the Council on The Peninsula Trust's plans:

"We have been in discussion with the Millbrook Methodist Church for some years, talking about the possibility of buying the church and hall site for conversion to community use. We now have a grant from the Government 'Community Housing Fund' to explore the idea in more detail. Our outline proposal is:

- Retain the altar and first rows of pews, to safeguard the Methodist Church on a smaller floor area. All maintenance and running costs would be paid by the overall project.
- Convert the rest of the church building into a Community Kitchen, offering low-cost meals and a new social activity centre. This would include a Breakfast Club for local schoolchildren, lunches for older people and afternoon activities.
- Rebuild the hall into high-quality housing for rent to local people. There is a huge need for decent housing in our area; as well as helping to meet that need, the rental income would subsidise the Community Kitchen.



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The feasibility study – this is what we want to do, over the next six months:

- Commission a full survey of the buildings and produce a set of detailed drawings that show realistic options for the site: how many homes, how the Community Kitchen would look, etc.
- Consult our community on the idea. Do local people support it? What are the priorities for the activities in the space?
- Once we know the community's preferences, get professional advice on the work needed to make it all happen, and the costs involved."

Mr Ryan stated that the support of the Parish Council would be **greatly** gratefully received, if that was an option. The Chair suggested that The Peninsula Trust put forward a formal request for Council support at a future meeting.

## **Proposal for a mobile phone mast at Millbrook Football Ground**

A Parishioner wished to object to this proposal, but had heard that it was no longer going ahead. The Clerk & Chair confirmed that Millbrook Football Club were no longer progressing this matter. The Council had received 2 further objections to this proposal via email.

## **Mr R Bews - Traffic & Transport**

Mr Bews provided the Council with a report on various transport matters and brought to its attention the use of full gas powered buses in Plymouth and the potential for the first all-electric bus service to run in Saltash.

Mr Bews, referring to the last meeting of the full Council, stated that he had requested a formal report from the TTWG on its progress over the last 2 years, specifically updates on:

- pedestrian safety at the Tractor Park crossing
- pedestrian safety on the school routes – St John's Road & Blindwell Hill
- who the TTWG had been in contact with
- traffic flow around the Tanyard
- referral back to the Local Transport Plan 3 and feasibility study

The Chair asked the Clerk to contact the school again regarding a school crossing patrol at St John's Road / Close.

Cllr Wood pointed out that new signs had been installed along New Road warning motorists of the playground and the fact that children may be crossing. He also added that an unofficial crossing at the Tractor Park had been ruled out as Cormac advised that it would likely present more risk to children rather than make them safer.

The Clerk advised that, at the last meeting of the full Council, it was communicated that only the matter of traffic flow & pedestrian safety around the Tanyard would be discussed at tonight's meeting, but Mr Bews' request for a formal report still stands.

## **County Councillor Report**

Cllr Trubody stated that 2 of the main items he wished to raise had either already been covered or will be discussed later in the meeting, namely the road closures in November and the TTWG's proposal for the Tanyard.

Cllr Trubody informed the Council that the new South East Cornwall Rural Business Centre in Antony was holding an open day on Wednesday, 16<sup>th</sup> October 2019. He explained that the centre would offer training, office space, facilities for start-ups, meeting rooms and a community space with top of the range equipment.

## **54) DECLARATION OF INTERESTS, GIFTS & DISPENSATIONS IF REQUIRED**

None declared.



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## 55) APPROVAL OF MINUTES OF PREVIOUS MEETINGS

### A) MEETING OF THE FULL COUNCIL 17/09/19

It was proposed by Cllr Lewis and seconded by Cllr Meeson that the minutes were a true and accurate record. Motion carried unanimously by all members present at the meeting.

## 56) MATTERS ARISING FROM THE MINUTES & REVIEW OF ACTIONS

### A) DEVOLVEMENT OF WEST STREET PLAY PARK AREA

No update.

### B) BARBEQUE SLAB OPPOSITE LIME KILN

The Council's Groundworks Contractor will install.

### C) REPLACEMENT OF TENNIS COURT KICKBOARDS

No update.

### D) DISABLED BAY FOR VILLAGE HALL CAR PARK

This work will now be combined with the red walkway (56E) and a bay for the pharmacy. Cllr Wood also suggested that the Council investigate the possibility of having the red, virtual pavements in Dodbrook factored into this work as well.

### E) REPAINTING OF RED WALKWAY IN VILLAGE HALL CAR PARK

See 56D.

### F) REMOVAL OF BOLLARDS IN WEST STREET CAR PARK

The remaining bollard was removed by the Clerk and a local contractor on 15/10/2019.

### G) OUTDOOR GYM EQUIPMENT

The Deputy Clerk will prepare a report on this matter, including the responses to the survey, for November's meeting of the full Council.

### H) USE OF HERBICIDES TO CONTROL WEEDS

Awaiting audit of areas of the village in which the Council wishes to employ weed control before quotations can be sought.

### I) HEIGHT RESTRICTION BARRIER IN GREENLAND

Awaiting contractor to install.

### J) CLIMATE CHANGE EMERGENCY

#### I. ELECTRIC VEHICLE CHARGERS FOR THE VILLAGE HALL CAR PARK

Plug'N'Go finalising the grid connection application for Western Power Distribution. Planning Application expected to be submitted this week. Lease Agreement expected in the next 2 weeks.

#### II. WATER BOTTLE REFILL STATION

South West Water will not approve the installation of the equipment agreed by the Council until it has been WRAS Approved. It is currently undergoing the approval process and the distributor expects the result in January 2020.

### K) MOBILE PHONE MAST AT THE FOOTBALL CLUB

The Council received a number of objections to this proposal. A statement was also received from the football club advising that it won't be pursuing the mobile phone mast application. The Council considers this matter closed.

### L) YOUTH FOOTBALL ON GRASSED AREA BY THE LAKE

Awaiting comment from the football club on Cllr Taggart's concerns raised at the last meeting of the full Council, along with the soil toxicity report (commissioned in 2014) from Cllr Polák.



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## M) VILLAGE HALL CAR PARK HEIGHT RESTRICTION BARRIERS

3 quotations were put to the Council for this work. It was proposed by Cllr Taggart and seconded by Cllr Lewis that the Council accept the quotation from Contractor C to install 3 height restriction barriers at the main entrances to the Village Hall Car Park providing they have the relevant skills and insurances to do so. Motion carried unanimously.

## N) CHANGE OF VILLAGE HALL CAR PARK REGULATIONS

The Council had received information from Cornwall Council stating that "it would be incredibly and possibly prohibitively, difficult to write the Order in such a way as to alleviate the issue [of commercial vehicles using the car park as a base of operations]". Cllr Meeson highlighted that Cornwall Council don't currently enforce the Village Hall Car Park. The Chair suggested that the Council speak to business owners within the grounds of the car park in the first instance to discuss the regulations regarding commercial vehicles and the soon to be installed height restriction barriers.

## O) REPLACEMENT OF COUNCIL NOTICEBOARDS

The total cost to replace all 3 noticeboards agreed at the last meeting was greater than the budget of £2,500 set by the Council. It was proposed by Cllr Wood and seconded by Cllr Roberts that the Council instead replaces the noticeboards at Insworke and The Parade only as quoted. Motion carried unanimously.

## 57) FINANCE

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

It was proposed by Cllr Roberts and seconded by Cllr Lewis that the bills be paid as presented. Motion carried unanimously.

### B) MONTHLY BUDGET (APPENDIX B)

The Council took note of its financial position.

## 58) DOES THE COUNCIL AGREE TO THE TRAFFIC & TRANSPORT WORKING GROUP'S RECOMMENDATION REGARDING THE TANYARD?

It was proposed by Cllr Roberts and seconded by Cllr Wood that the matter be deferred pending detailed costings being supplied by Cormac. Motion carried unanimously.

## 59) CAPITAL & MAINTENANCE

### A) DOES THE COUNCIL WISH TO ACCEPT ANY OF THE QUOTATIONS FOR THE REPAIR OF THE SURFACE IN WEST STREET CAR PARK?

It was proposed by Cllr Meeson and seconded by Cllr Lewis that the matter be deferred pending receipt of a third quotation. Motion carried unanimously.

### B) DOES THE COUNCIL WISH TO HAVE THE LADIES TOILETS REPAINTED?

It was proposed by Cllr Roberts and seconded by Cllr Meeson that the matter be deferred pending receipt of a second quotation. Motion carried unanimously.

### C) DOES THE COUNCIL WISH TO INSTALL AN ADDITIONAL BIN IN THE PUBLIC DISABLED TOILET?

It was proposed by Cllr Woffenden and seconded by Cllr Roberts that the Council does install an additional bin in the public disabled toilet to be emptied at the same schedule as the other sanitary bins. Motion carried unanimously.



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**D) DOES THE COUNCIL WISH TO SEEK QUOTATIONS FOR RESURFACING THE PATH ALONG THE TIDAL BARRIER AT MILLBROOK LAKE?**

It was proposed by Cllr Roberts and seconded by Cllr Wood that the Council seeks quotations to tarmac the path along the tidal barrier at Millbrook Lake at a width of 1.5m pending authorisation from South West Water. Motion carried unanimously.

**60) DOES THE COUNCIL WISH TO HOLD A PUBLIC ENGAGEMENT EVENT?**

It was proposed by Cllr Woffenden and seconded by Cllr Roberts that the Council does hold a public engagement event, with the details to be confirmed at a later date. Motion carried unanimously.

**61) DOES THE COUNCIL WISH TO HOLD A COUNCILLOR TRAINING DAY?**

It was proposed by Cllr Woffenden and seconded by Cllr Roberts that the matter be deferred until members of the Council specify what training they would like to receive so that it can be tailored to meet each individuals' needs. Motion carried unanimously.

**62) DOES THE COUNCIL WISH TO PUT FORWARD ANY LOCATIONS IN MILLBROOK FOR A CORNWALL COUNCIL MOBILE SPEED ADVISORY INITIATIVE?**

It was proposed by Cllr Roberts and seconded by Cllr Woffenden that members put forward their 2 preferred locations via email and, once collated, the Clerk will put forward the top 2 locations to Cornwall Council. Motion carried unanimously.

There being no other business, the Chair closed the meeting at 21:21.

A handwritten signature in black ink, appearing to read 'R. Hamill', written over a horizontal line.

R Hamill, Clerk