



# Millbrook Parish Council

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

## Millbrook Parish Council meeting 17th November 2020 at 7:30pm

### VIRTUAL COUNCIL MEETINGS

In response to the outbreak of Covid-19 and the resulting period of emergency measures, the Government introduced [the Local Authorities and Police and Crime Panels \(Coronavirus\) \(Flexibility of Local Authority and Police and Crime Panel Meetings\) \(England and Wales\) Regulations 2020](#) which enables local authorities to meet virtually and make lawful decisions remotely.

Millbrook Parish Council Full Council Meeting – 17<sup>th</sup> November 2020 @ 19:30hrs  
Zoom Meeting

<https://us02web.zoom.us/j/89500175927?pwd=Zk9yVDNsdUJNSzJudmx0MG43VGF1dz09>

Meeting ID: 895 0017 5927

Passcode: 698955

One tap mobile

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**Important:** if you are dialling in and do not wish your telephone number to be on display during the meeting please dial 141 before the number, i.e.141 203 481 5240

## AGENDA

- 185) County Councillor report and Public forum, to include a presentation from The Peninsula Trust.
- 186) Apologies for absence
- 187) Declarations of interests, gifts and dispensations
- 188) Approval of minutes from previous meetings  
To approve the minutes of the full parish council meeting held on 13<sup>th</sup> October 2020
- 189) Chair's announcements
- 190) Matters arising from the previous meeting  
Minute 152 – Light up Millbrook 2020  
Minute 177a – Pedestrian safety signage in West Street  
Minute 182 – Christmas tree and associated costs



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## 191) Traffic & Transport

To review the notes and supporting information from the traffic and transport remote working group meeting held on 9<sup>th</sup> November 2020

## 192) To consider the grant funding request from the Rame Christmas Hamper group

## 193) Finance

- a. To approve and note the payments as presented by the Clerk
- b. To consider the recommendations by the Finance Committee as detailed below:
  - Approval of the Finance Committee's Terms of Reference
  - Approval of the Council's budget and precept submission for 2021-22
  - Appointment of the internal auditor

## 194) To consider a restricted scheme of delegation for emergency actions and decisions

## 195) Millbrook Parish Council's official logo

To consider the quotation of £157.50 from Seadog for a new website compliant logo, which would also be used on all letterheads and official meeting documents.

## 196) Open Spaces / public amenities

- a. To consider the quotation(s) for the replacement logs on the multi-play equipment in tractor park.
  - b. To consider the quotation(s) for the replacement kick boards in the tennis courts  
Agenda item 76(c) on 20<sup>th</sup> November 2018 – the Council agreed to replace the kick boards in the tennis courts. Note: Due to current government Coronavirus restrictions the tennis courts are currently closed.
  - c. To consider the report and costings from Cllr Polák regarding the seating in the skate park.
- ## 197) To consider the correspondence from Awenek Studio CIC regarding a Christmas trail.

## 198) Correspondence and matters to note

- Parking issues and disability access
- Lack of parking in West Street car park
- Pedestrian safety concerns in West Street / Hounster Hill
- Pedestrian safety proposal consultations completed by residents in West Street
- Anonymous letter regarding excessive mud on the road from the housing development in St John's Road and contractor vehicles parking on the pavement.
- Draining corners and water defect in St Johns Road
- Discharged planning conditions associated to the Old Pottery / Hawthorns housing development in St Johns Road
- Muddy access in the lane behind Gordon's Terrace
- Caravans parked along Lower Anderton Road.



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- Pluss CIC Health Works for Millbrook (ESF funded offering free work, support, rehabilitation, and employment services to local people).
- Representative of Rame History Group re arrangements to photograph burial records.
- New City Bus timetables.
- Light up Millbrook 2020
- Cornwall Council Code of Conduct training (via teams)

**199) Date of next meeting.**

Karenza Heald  
Parish Clerk / RFO