



Millbrook Parish Council

Millbrook Parish Council meeting 20th April 2021 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.

Join Zoom Meeting

Millbrook Parish Council Full Parish Council meeting

Time: Apr 20, 2021 07:30 PM London

Meeting ID: 889 8672 7636

Passcode: 354549

<https://us02web.zoom.us/j/88986727636?pwd=b0FXcUsxNENGB2VnUWpuSW5vdGRkQT09>

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AGENDA

260. Public forum and County Councillor report
261. Apologies for absence
262. Declarations of interests, gifts, and dispensations
263. Approval of minutes from previous meetings
To approve the minutes of the full parish council meeting held on 16th March 2021.
264. Chair's announcements
265. Clerk's update / report – for information only
266. Matters arising from the previous meeting.
 - 253b(ii) Maker with Rame PC have requested a traffic count, for the duration of the year for Hounster Hill
 - 256b Cllr Beadnall has agreed to produce a map which will showing the location of all the benches.
 - 256c A play park and skate park inspection is being completed on Monday 19th April.
 - 257 11 seats have been filled. The election for Millbrook Parish Council is uncontested.
2 seats are available for co-option.
267. Millbrook Village Hall Committee
Does the Council support the Village Hall Committee's proposals regarding the heating system?



268. Grants / donations

To consider the request for funding support from Peninsula Trust as detailed in the supporting documents.

269. Skatepark

- a. To agree the cost and solution for sound proofing the jump box ramp at the skatepark.
- b. To consider the correspondence from Rubicon, via Torpoint Town Council, regarding a skatepark event and agree funding costs.

270. Finance

- a. To note / approve the payments as circulated by the Clerk
- b. To note the Council's bank balance.
- c. To review the Clerk's finance report.
- d. Approval of the minutes of the Finance Committee meeting held on 14th April 2021.
- e. To consider the recommendations from the Finance Committee on 14th April 2021 and to note the completed audit control checks and internal audit requirements.
FCAI(6) Completion of the Council's Asset Register
FCAI(7) Recommendation regarding Council funds
FCAI(8) Statement of Internal Control (to be reviewed in detail at a future Council meeting)
FCAI(9) Financial Risk Management Scheme

271. To consider the BT consultation regarding the phone kiosk in King Street

[\(See notice on Millbrook Parish Council website\)](#)

The consult is required to select one of the following:

- a) the Council is in agreement for BT to remove the phone box.
- b) the local community wishes to adopt the payphone.
- c) the Council objects to the removal of the payphone kiosk. Should an objection be raised, the Council is required to justify the reasons why the payphone service is still needed. Annex 1 in Ofcom's full guidance about removing phone boxes states that BT's Universal Service Obligation applies to the telephone, not the phone box. The guidance also details the appeals process we must follow for unreasonable objections. It would, for example, be inappropriate for a local authority to object to removal of a public call box on "heritage grounds" or because it is a local landmark.

272. Asset & Open Spaces Task Group

- a. To review the notes from the remote meeting held on 22nd March 2021
- b. To review the quotations for the tree surveys and appoint the contractor, as recommended by the members of the Asset & Open Spaces Working Group

273. Car park

- a. To agree the maintenance contract, commencing 28th July 2021, for the car park machine in West Street car park for £601.62.
- b. Does the Council agree to the six-month trial for the use of the Flowbird App, with the administration fee being recharged to the user?



Millbrook Parish Council

274. Millbrook Cemetery

- a. (i) Does the Council agree to the pathway in Millbrook Cemetery being extended at the back of the graveyard. (see accompanying document)
(ii) If the Council is in agreement to extending the pathway, does it agree to seeking quotations or accepting the offer of the parishioner to organise and pay for the works.
- b. To note the communication regarding the tree roots, graveyard plot on the edge of Millbrook's graveyard and reservation of grave spaces.
- c. To consider the Clerk's recommendation to join The Institute of Cemetery & Crematorium & Management (ICCM)

275. To consider a scheme of delegation which would permit the Clerk to consult with members of the Parish Council by Zoom to make decisions which would then be recorded in a register of delegated decisions.

276. Correspondence and matters to note.

- CALC / SLCC / NALC news and updates
- Election notices
- GWR Railway e gradual lifting of Covid-19 restrictions begins, from today (Monday 29th March)
- Millbrook Model Boat Club restarting of club making by the lakeside (distancing and compliance on numbers meeting will be followed)
- Emails and website comments regarding the Lake flushing and increase in midges.
- Environment Agency lake flushing
- Looe Valley Trails
- MPC Conduct / meeting format & correspondence
- Kiln Close / planning permission & possible compliance for the Hawthorns Development
- Traffic flow in St Johns Road and the poor access onto the highway from Kiln Close
- The future of Millbrook Surgery
- Barclays Van coming to Millbrook.
- Cormac Crossing Patrol Co-ordinator & Headteacher at Millbrook Primary School: a site meeting is taking place on 22nd April 2021.
- Concern over dogs tied dogs tied to the pedestrian barrier at the end of west street to the cut through for the parade. (image attached)
- Report of corroded post that has sharp edges located next to the West Street Play park.
- Cornwall Council / Shevioc & Millbrook enforcement SLA
- Community Art project for the tractor in the Tractor Park.
- Website upgrade to bolster load times and enable SeadogIt to back up MPC data more frequently.
- Closure Order - Hounster Hill to Millpool Head, Millbrook: 26th April 2021 to 28th April 2021 (09:30 to 14:30 hours)

277. Date of the next meeting(s). (Annual meeting of the Parish Council)

Kearnsattal



Millbrook Parish Council

Karenza Heald
Parish Clerk / RFO