

MILLBROOK PARISH COUNCIL CLERK'S REPORT FOR PARISH COUNCIL MEETING ON 20/07/2021

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Actions from meetings

Completed actions to be removed after each full Council meeting

DATE ACTION AGREED	MIN REF	TOPIC	MOTION & AGREED ACTION	NOTES / STATUS / ACTION TAKEN	R A G
15/06/2021	40b	Electric Charging Point	Appointment of solicitors	<p>CLlr Mattholie has been communicating with Plug & Go</p> <p>15/06/2021 – Council approved a budget of £1,000 for reviewing and signing off lease agreement for electric charging point.</p> <p>30/06/2021 – Email sent to Wellers Hedley confirming acceptance of quotation</p>	
15/06/2021	40a	Ceebill	Council expresses its support for the Climate & Ecology Emergency Ceebill	14/07/2021 Email sent to SECCornwallCan@gmail.com informing MPC voted to support the Ceebill. com	
15/06/2021	39	Skatepark	Agreed to fundraise for a concrete skatepark	<p>Collection tins are in local businesses.</p> <p>Meeting arranged with Maverick Industries for Monday 26th July 2021.</p>	
15/06/2021	38b (xiii)	Disposal of assets	Sell the trailer	To be actioned. Was advised it may be useful to be retained for Emergency Plan use.	
15/06/2021	38b (xii)	Disposal of assets	Sell green machine/ road sweeper.	11/07/2021 Francis Thomas Mobile servicing in Bodmin completed some repairs but additional repairs found too costly. For sale of the machine the Council was offered £50 for parts.	
15/06/2021	38b (v)	Millbrook War Memorial	Quotations to restore memorial to be sourced	Contractor has cleared up the vegetation but tenders need to be produced for specialist work.	
15/06/2021	38b (iv)	Damaged broken asset	Agreed to replace life saving housing units	09/06/2021 Order placed for replacement doors	
15/06/2021	38b (iii)	Introduction of Wildlife in Millbrook Lake	Statement to be produced by CLlr Taggart	17/06/2021 Approved statement published on MPC website	
15/06/2021	38b (ii)	Future of Millbrook Lake	Arrange meeting with Environment Agency	06/07/2021 Email sent	
15/06/2021	38b (i)	Disposal of assets	Agreed to donate the dance floor	To be actioned by Asset & Open Spaces Task Group	
15/06/2021	35	External Audit	Annual Governance & Accountability Return approved	18/06/2021 – AGAR and supporting documents submitted.	
18/05/2021	12	Bank savings account	Agreed to open savings accounts with Nationwide & Hodge Bank	<p>Forms to be completed by signatories.</p> <p>To be eligible under the Financial Services Compensation Scheme the Finance Committee has recommended the Council opens two separate accounts. The recommendation is to transfer £82,500 to Hodge Bank and the balance of the Council's reserves to a Nationwide 95-day saver account.</p>	

18/05/2021	8	Tanyard seating	Purchase of additional picnic bench	<p>Order placed with Sustainable Furniture 20/05/21</p> <p>23/06/2021 – Email received:</p> <p>Thank you for your continued patience with your order.</p> <p>As you are aware there are currently lots of issues within Global Shipping and it is taking considerably longer for our shipments to arrive with us; we are so sorry about this.</p> <p>We have been advised that the shipment containing your order has been held back due to restricted vessel space. We have seen this happen a few times over the past month and is primarily due to Perishable goods, Livestock and medical supplies taking priority over any other type of goods being shipped.</p> <p>We are also aware that our supplier is struggling with timber shortages at the moment. We are sorry for the inconvenience of this, upon checking with a few other suppliers it seems the timber shortage is a global issue at the moment.</p> <p>We have been advised the shipment your order is in is now due to dock in the UK towards the end of July. It can then take up to 5 working days for the container to make its way to our warehouse in Cornwall after it has docked.</p> <p>We completely understand how frustrating this is, and we can only apologise, we have been advised that, although there is still a Global Shipping Crisis, there have been significant improvements in key areas of shipping that should start to ease the pressures and delays that everyone is experiencing.</p> <p>We are really sorry that we could not fulfil your order sooner and we really appreciate your patience. We are doing our very best during these unusual times.</p> <p>Once your order is ready, we will email you your full delivery details and the courier will be in touch directly to arrange delivery.</p> <p>If however this lead time does not suit, we can of course cancel and refund your order.</p>
20/04/2021	272b	Tree Risk Assessment	Agreed to appoint Evolve Tree Consultancy	<p>https://millbrook-pc.gov.uk/wp-content/uploads/2021/07/2021.07.02-Evolve-Tree-Consultancy-Survey-report.pdf</p>
18/05/2021	10	Path in the Graveyard	Parishioner to cover the costs of a path in the graveyard	<p>To be reviewed – Tender to be produced / quotations sought in October / November.</p> <p>It was agreed the Council would accept a donation but the order would need to be placed by the Council.</p> <p>Email detailed required sent to parishioner:</p> <p>Email sent to parishioner:</p>

20/04/21	274		Council to fund path in the graveyard	<p>The Council would be pleased to accept a donation to cover the cost of the graveyard path.</p> <ul style="list-style-type: none"> • Prior to commencement of the works the appointed contractors will need to complete risk assessments. • The donation will be earmarked specifically for this project (covering costs for labour and material) • The Council will pay for materials. • On completion of the works, and once approved at a Full Council meeting, and on receipt of an official invoice the Council will pay the appointed contractors invoice. • If at the end of the project there are funds left over these will be reimbursed to you. <p>(a) Council agreed to extend the path in the graveyard. (b) It was agreed the Council will revisit the decision in 6 to 8 months, once things have settled down in the supply chain, at which point the Council would decide whether to organise the works.</p>
16/02/2021	242b	Councillor emails	Use of designated emails	<p>The Chair has circulated some guidelines. In August 2020, The Clerk produced a report detailing the reasons for using designated Councillor email addresses: (i) If a Freedom of Information request is made access may be required to personal email addresses (ii) if a Councillor leaves the Council that email address leaves with them. (iii) use of designated email address is more secure. The Council voted to use gov.uk emails using the gsuite (now known as google workspace) Googledrive can be used for document sharing without the need to download information onto personal computers (Note: there are data protection issues relating to downloading confidential and sensitive information on personal devices. Recommendation: After the elections, the use of googledrive needs reviewing. If it is not being used to its full capacity options need to be considered (i) training for googledrive (possibly in a physical meeting), alternative document sharing system needs to be investigated or funding for separate devices looked into. I have spoken to another Clerk in Cornwall who uses googledrive for sharing meeting documents and the Clerk has advised me the system works well. https://www.nalc.gov.uk/library/our-work/jpag/3479-practitioners-guide-2021/file https://www.nalc.gov.uk/library/our-work/jpag/3480-practitioners-guide-changes-2021/file P61, 5.169. New section on e-mails The addition of a section on the importance of smaller authorities using secure e-mail systems and gov.uk addresses re-enforcing last year's letter from the Chair of JPAG encouraging every authority to have its own e-mail address which is owned by the authority rather than relying on the use of personal e-mail addresses that can change regularly. This will reduce the risk of correspondence going astray or being delayed.</p>
16/02/2021	240f	Skatepark repairs	Council agreed budget of £1,200 to repair the jump box and include modifications	<p>Since February 2021, there has ben several reasons for the delay in installation</p> <ul style="list-style-type: none"> • Liaising with the skate park users and Aaron Barrett communication with the contractor, Twisted Metal Art regarding the required additional left. • Waiting for the framework to be ordered and come back from the fabricator. • Poor weather conditions • The ill health of Twisted Metal Arts' proprietor, who was hospitalised.

				<ul style="list-style-type: none"> The contractor being signed off work On returning to work the contractor had commitments with Mount Edgcumbe estate. On Wednesday 14th July the Clerk was advised the framework had been stolen from the Twisted Metal Art's rented premises. Twisted Metal Art have ordered more materials and a police crime reference has been supplied. Other contractors have been approached, in case Twisted Metal Art are unable to complete the work. An agreement has been made that the works will be completed (without the extension) by Friday 23rd July 2021. 	
16/02/2021	240e	Skatepark noise	Investigate noise solutions	17/07/2021 – Report received Asset & Open Spaces Task Group to investigate planting / tree solutions Following investigation the sand and foam solution found inside to of the ramps where the noise is less prominent. Costings to be produced.	
16/02/2021	238c	Hounster Hill Gateway signage Pedestrians on the Road sign	Council agreed the design providing old sign is moved to Lower Anderton Council voted to request signage on the surfacing	Cormac confirmed signage will be provided at the entrance to the village via Lower Anderton. Signs on order Highways Manager Works being completed 26 th April 2021	
17/11/2020	196c	Open spaces	Picnic table for the skate park	09/07/2021 – bench arrived. Being installed by 1 st Glass Windows by Friday 23/07/21. Waiting for quotation for installation costs. Not ordered due to National lockdown.	
17/11/2020	196b	Open spaces	Replacement kick boards in the tennis courts	Materials ordered. Works in progress. Works in progress. Replacement bolts and screws needed to be ordered from Screwfix.	
15/09/2020	162b	Steam clean play equipment	Deferred pending further information	09/10/2020 – email sent requesting further information. Contractor application form included. No response from the contractor regarding further information – does the Council wish to keep this action open	
15/09/2020	156	Review of street furniture	Cllr Wood reviewing condition of furniture	Completed. Cllr Beadnall has agreed to produce a map. Action: Clerk to provide details to Cllr Beadnall.	
15/09/2020	155b	Equal Opportunities policy	Policy reviewed and agreed	Investigate training opportunities. – action still to be pursued	
18/02/2020	103	Lake	Ownership of Millbrook Lake – Correspondence from Duchy of Cornwall	Outstanding The Deputy Clerk had a copy of the letter from Duchy of Cornwall available for circulation. Cllr Lewis updated the Council on the ownerships and titles deeds of the lake. Cllr Lewis was due to have a phone call with the land agent. Cllr Roberts proposed the motion be deferred pending Cllr Lewis's further investigation and communication with the Duchy of Cornwall. Cllr Wilton seconded the proposal. The motion was unanimously agreed by all present in the meeting. Action: Deputy Clerk to scan the letter from the Duchy of Cornwall and email to all Councillors. Further investigation delayed due to Covid-19	

18/02/2020	96B	Open Spaces Public Amenities	The Council agreed to have the play park equipment in the Tractor park professionally cleaned	<p>Does the Council still wish to pursue this?</p> <p>04/12/2020 – Clerk resent email.</p> <p>09/10/2020 – Clerk sent an email asking for further information and submitted a contractor application form.</p> <p>Due to the slippery conditions of the equipment the former Clerk had suggested the play park equipment is deep cleaned.</p> <p>Quotation received agenda item 162B. Meeting 15/09/2020. Council deferred the item. Further information required.</p>
21/01/2020	84B	Open Spaces	The Council agreed to plant perennial wildflower meadows	<p>Action to be reviewed by the Asset & Open Spaces Task Group.</p> <p>Outstanding: Former clerk obtained some costings.</p>
17/09/2019	48B	Open Spaces Public amenities	The Council considered the request from Millbrook AFC to use the grassed area between the lake and the skate park once a week for the youth team to play on	<p>To be reviewed by the Asset & Open Spaces Task Group (Chair of the group abstaining due to conflict of interest). Follow a review by the members of the AOSTG the item will be included on the agenda for September meeting.</p> <p>https://millbrook-pc.gov.uk/wp-content/uploads/2021/07/2021.07.17-SB-Consulting-Skatepark-noise-report.pdf</p> <p>14/06/2021 Document received from Chairman of the football club and circulated.</p> <p>No further action due to Covid</p> <p>It was proposed by Cllr Lewis and seconded by Cllr Wood that the matter be deferred until the soil toxicity report is reviewed and the Council is given clarification on its potential liability.</p> <p>15/10/19 (56E) 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.</p> <p>19/11/19 (67L) The Chair stated that she’d been told anecdotally by a parishioner that attempts had been made to use this area as a football pitch in the past, but that when preparing the surface, waste from the historic landfill was raked up making it unfeasible. Soil toxicity report received from Cllr Polák – to be shared with all members.</p>
17/09/2019	46A	Climate Change - Electric Chargers	Council agreed to Plug n Go’s proposal to install EV charging points in the Village Hall car park	<p>Still outstanding need to contact solicitor. Clerk will try Hedley’s (they attend SLCC conferences)</p> <p>04/12/2020 – Clerk emailed Evans Harvey Solicitors to see if they could provide a quotation to review the documents and sign off the agreement.</p> <p>27/11/2020 – The Chair & Vice Chair discussed the options and it was felt safe access by the works be an issue. Other options were thought about. The football club was deemed too far away. As the project would not cost the Council anything it was agreed to progress. If required, in the future, the Council could look into additional charging points.</p> <p>25/11/2020 – Discussion with CC Trubody who advised he did not think the Village Hall car park would be the most suitable location. He was concerned if a vehicle parks in front of the charging point action could not be enforced. (West Street Car park had previously been investigated and it was considered not feasible. GT suggested the car park by the Peninsula Trust work units.</p> <p>21/11/2020 – Feedback from a fellow Clerk “This is a list of networks.</p> <p>Every time you go out in an EV you have to plan where to charge if want to travel more that 100 miles in</p>

				<p>a round trip (for me that is). https://www.zap-map.com/.../public-charging-point-networks/ This is yet another network and another app! Two key points - rapids 30 min charge and fast 4+ hours of charge. We need more rapids in rural locations that work! Best place for a rapid is next to a coffee shop (or similar).”</p> <p>11/11/2020 – Phone conversation with the Parish Clerk for Milborne Port Parish Council. The agreement was made before the current Clerk was in post. Despite chasing, he has never received any paperwork or bills from Plug n Go.</p> <p>10/11/2020 – Email from Rradar, the Council’s insurers legal department “Many thanks for the documents. I see that the parties intend to conclude a formal lease arrangement (rather than a licence) which will be registered at HM Land Registry. As we do not undertake conveyancing transactions of this nature I am afraid that we are unable to help you on this occasion.]</p> <p>09/11/2020 – Due to Covid & change of staff etc. Clerk had a discussion with the Office Manager and it was agreed to defer progressing until the new year.</p> <p>01/11/2020 – Keith from Plug N go was off work on sick leave.</p> <p>27/10/2020 - received the following ‘I am a solicitor in the Commercial Department and your query has been passed to me for review. The station scheme provides general comments and guidance only and does not extend to a review of specific documents. However, if you could send me a copy of the Licence I will see how I may help on that basis.’</p> <p>23/10/2020 - Contacted the Council’s legal department from our insurance provider</p> <p>20/10/2020 - Email received from Plug N Go ‘We are getting back to normal and ready to get cracking and with that I wanted to see if we can send the final agreement to you to be sent over for signing? Everything else is all aligned and wondered if you can confirm. Look forward to hearing from you. Kind Regards, Keith Hounsell - Founder & CEO</p> <p>Attachments include:</p> <ul style="list-style-type: none"> ▪ Signed Lease, Proposed Head of Terms ▪ Signed letter of intent ▪ Image of Village Hall car park ▪ Town & Country Planning (General Permitted Development Order) (England) Order 2015 ▪ Email communication from Ryan Hamill, former Clerk regarding planning permission ▪ Request for a draft 3 year lease – V3 ▪ Western Power budget estimate letter ▪ Plan option 1 & 2 ▪ Plan option 3 <p>July 2020 Update from former Clerk (RH): WPD Ref: 3558470 No contact since lockdown - last communication between Keith & Dave 11/03/20: Good afternoon Dave, Thank you for your time earlier and herewith is the cabinet sizing and spec that we should be getting from Lucy Zodion. I have just sent the spec of our requirements to Lucy and will have the site specific drawing ready early next week for you as well</p> <p>19/11/19 (67) Draft lease agreement received for review by the Council.</p> <p>15/10/19 (56Ji) Plug’N’Go finalising the grid connection application for Western Power Distribution.</p>
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				Planning Application expected to be submitted this week. Lease Agreement expected in the next 2 weeks
17/09/2019	46B	Climate Change – Water bottle refill station	Council agreed to install a water bottle refill station at the public toilets	<p>Outstanding</p> <p>July 2020 update from former Clerk (RH) : Agreed fountain: https://www.thewatercoolercompany.com/Oasis-AquaPointe-PWSMBF-Wall-Mounted-Bottle-Filling-Station Awaiting WRAS approval - need to check if approved yet. Recommend using WIAPS plumber as they can sign off their own work. Quotation received previously from BRHeating.com. Although this may no longer be valid and Sarah thought it was expensive. Worth Also seeking other quotes. Worth speaking to Claire Wallerstein re: email for funding?</p> <p>15/10/19 (56Jii) 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.</p>
17/09/2019	50A & 50B	Open spaces	<p>Council agreed to contract out the control of weeds in the village and to seek quotations</p> <p>Council / Staffing committee needs to decide what they want.</p> <p>Contractors / employment.</p> <p>Finance committee all recommended 16 hours per rate paying at least £10.00 per hour.</p> <p>Contractors charge more than £10.00 per hour.</p> <p>Council needs to make sure they have the appropriate training, qualifications and if contracted Public Liability Insurance.</p>	<p>Quotation received £2,400 per visit. A free demonstration has been offered. A reference has been received highly recommending the contractor.</p> <p>Jed Gibson has been contracted to do some weed clearance and tidying up in the village.</p> <p>04/12/2020 – Clerk contacted Cornwall Council to enquire about procedures permission to use CC Highways for the demo. A copy of the contractor’s public liability certificate was also requested.</p> <p>11/11/2020 – Contractor application form received from Tim Brooks plus suggested dates for demo. Action outstanding – Council needs to decide what hours and whether contractors or additional staff are required. Finance committee recommend – 16 hours at least £10.00 per hour.</p> <p>Considerations – qualifications – Brushcutting / strimming course. Health & Safety. PPE.</p> <p>Action out 18/10/2020 – Emailed Cornwall Council Streetwise to inquire if a Foamstream contractor would need to permission to use highways land and want the process would be to obtain permission.</p> <p>14/10/2020 – Phone conversation with Ann Trevarton – they are still trying out the alternative weed killer, which is more expensive than glyphosate. Cormac are not looking to quote for the next financial year.</p> <p>14/10/2020 – Email received from Ann Trevarton at Cormac. <i>Thank you for sending the plan; I think Ryan did send something before the pandemic struck. Could you confirm the specification or the outcomes that the Parish Council are looking for with weed control please, as we are restricting the use of Glyphosate based products in our operations. My concern is that we may not be able to meet the desired outcomes with the alternative products and meet the Councils purse.</i></p> <p>14/10/2020 – Spoke to Tim Brooks, Tim Brooks Gardening Services. https://www.tbrooksgardens.com/ Map provided by former Clerk resent. Contractor application form emailed to Tim Brooks. Tim Brooks said he would be in touch regarding a trial and would also find out if he needed permission to from Highways to use Foamstream on CC land.</p> <p>30/09/2020 – Spoke to Weedtech. Details were provided of a contractor in Wadebridge who uses Foamstream.</p> <p>10/09/2020 – Information on electronic map received from former Clerk</p>

				Former Clerk submitted requests for quotations, but no responses received – delay in received feedback due to Covid-19
20/11/2018	76E	Car park	Council resolved to install one designated disabled parking pay in the village hall car park – no budget agreed.	Still outstanding – former Clerk had difficulty making contact with the contractor who provided the quotation. 17/09/19,43D: The Clerk had sought quotes from alternative contractors to carry out this work, however, these were considerably higher than the original 15/01/19 (84P) , Quote received for £175 approved. Work to be carried out imminently.
20/11/2018	76E	Car park	Council resolved to repaint the red walkway - no budget agreed.	Former Clerk had issues making contact with appointed contractor. Outstanding – see 76E 15/09/19 (84Q) Quote received for £465 considered too expensive. Clerk investigating if the work could be completed by our ground staff or a local contractor.
10/03/2018		Asset transfer	Council agreed to acquire and maintain the area to the East of West Street Car Park, including the Play Park. (Cornwall Council asset transfer)	Delay due to CC's waste contract being up for renewal and associated increase in costs to MP

Policies and procedures to be reviewed and updated September / October 2021

Historic outstanding matters

Minutes of Meeting 19/02/19 – Minute 105

105) **Does the council wish to commission a professional asset valuation at a cost of £1275.00?** It was proposed by Cllr Roberts and seconded by Cllr Meeson that the Council commissions a professional asset valuation at a cost of £1275.00. Motion carried with 1 abstention

Minutes of meeting 20/11/2018 – Minute 69

R) **Professional asset valuation still seeking quotes** – seems to be a specialized service that many of the well-known companies are unable to facilitate. Awaiting response also from Cornwall Council.

Weed control

Minutes of meeting 16/07/2019 - Minute 35L (Matters arising from the minutes and review of actions)

L) Use of herbicides to control weeds: The Clerk informed the Council that both Cllr Taggart & Cllr Vincent had attended a Cornwall Council Alternatives to Pesticides Workshop. Both members gave updates to the Council, stating that there are a number of potentially feasible alternatives, such as steel brushes for the mechanical sweeper, hot foam or infrared heat treatment. The matter was then discussed at length by various members of the Council. Cllr Taggart summarised the matter by stating that he felt the way forward may be to trial all of the alternatives and that an audit of surfaces & locations would need to be drawn up. Finally, he added that one other alternative presented was to change people's opinion on what a weed is i.e. do nothing and let so-called weeds grow naturally

Minutes of meeting 19/11/2019 - Minute 67H (Matters arising from the minutes and review of actions)

Use of herbicides to control weeds: Audit of areas in which the Council wishes to control weeds completed by Cllrs Taggart & Lewis. Quotations for various methods of weed control will be sought before the next meeting of the full Council.

w/c 13/07/2021 – Messages and email sent to Foamstream contractor requesting a trial.

Climate Change

At the Annual Parish Council Meeting on 21st May 2019 the Council voted to Declare a Climate Change Emergency. The motion was carried with two abstentions.

Minutes of meeting 16/07/2019 - Minute 35N (Matters arising from the minutes and review of actions)

The Clerk updated the Council on this matter stating that himself, Cllr Woffenden (the Council's Climate Change Liaison) & Cllr Polák attended the first meeting of the Rame Peninsula climate change group. Cllr Polak added that there was a very interesting project looking at waste on the peninsula and if we could recycle it locally. Both Councillors also stated that the work already being undertaken by the Council was very well received. Cllr Meeson stated that having spoken to Waterwise, he had been Millbrook Village Hall, The Parade, Millbrook, Cornwall PL10 1AX Telephone 01752 823128 Email theclerk@millbrook-pc.gov.uk advised that the idea of providing public drinking water in the Tanyard may not be feasible due to hygiene concerns. Cllr Wilton asked if the idea of recycling plastic to be used in roads had been discussed. The Clerk stated that it was not discussed at the meeting

Plastic free initiative

Minutes of meeting 19/11/2019 – Minute 70

70)es the council wish to support the plastic free rame initiative by: A) REMOVING SINGLE-USE PLASTIC ITEMS FROM ITS PREMISES? It was proposed by Cllr Roberts and seconded by Cllr Lewis that the Council removes single-use plastic items from its premises. Motion carried unanimously. B) ENCOURAGING PLASTIC-FREE

INITIATIVES, PROMOTING THE CAMPAIGN AND SUPPORTING EVENTS? It was proposed by Cllr Lewis and seconded by Cllr Polák that the Council encourages plastic-free initiatives, promotes the campaign and supports events. Motion carried with 1 abstention. C) APPOINTING A REPRESENTATIVE TO THE PLASTIC FREE RAME STEERING GROUP? It was proposed by Cllr Roberts and seconded by Cllr Woffenden that Cllr Roberts and Cllr Lewis be appointed representatives to the Plastic Free Rame Steering Group. Motion carried unanimously

Minutes of meeting 19/11/2019 - Minute 67J (Matters arising from the minutes and review of actions)

Cllr Taggart wished to point out that when the Council declared a Climate Emergency, it did not set a target date for carbon neutrality. Target dates vary by organisation: • UK Government: 2050 • Cornwall Council: 2030 • Climate Action Groups: 2025 Cllr Taggart suggested that the Council align to Cornwall Council's target of 2030.

I. Electric vehicle chargers for the village hall car park

Minutes of meeting 19/11/2019 - Minute 67J (Matters arising from the minutes and review of actions) - Draft lease agreement received for review by the Council.

II. Water bottle refill station

Quotation for installation received from a WIAPs plumber in Plymouth. It was agreed that at least 2 further quotations are sought ahead of the equipment's expected WRAS approval in January

Minutes of meeting 19/11/2019 - Minute 67J (Matters arising from the minutes and review of actions) - Draft lease agreement received for review by the Council.

West Meadow – Cornwall Council Asset transfer / Devolvement of West Street Play Park area

Minutes of Meeting 10/03/2018 - Minute 10

a) **Does the council agree to acquire & maintain the grassed area to the east of West Street car park, including the play park, which is currently owned by Cornwall council?** The Chair read out some background information regarding this matter, including associated costs that the parish council would potentially need to fund if the area were to be devolved from CC, as well as referring to the updates given by Mr Ryan and Cllr Trubody at the start of the meeting. The council discussed and debated this matter at great length. It was proposed by Cllr Wood and seconded by Cllr Meeson that the Council agrees to acquire and maintain the West St Play Park area, subject to contract. Motion carried unanimously.

Minutes of meeting 19/06/2018 - Minute 15n (Matters arising from the minutes and review of actions)

Development of West Street Play area: The planning committee approved the Peninsula Trust's planning application for the access path. Awaiting comments from Cornwall Council regarding comments regarding child safety. Cllr Polák & Cllr Woffenden requested further information and were assured that there will be will no vehicle access beyond the 6 work units of Peninsula Trust; beyond that point there will be a footpath

Minutes of meeting 19/11/2019 - Minute 67A (Matters arising arising from the minutes and review of actions)

A) DEVOLVEMENT OF WEST STREET PLAY PARK AREA Cornwall Council's waste contract is in the process of being renegotiated. The Clerk has spoken to the Community Link Officer to ensure that the Parish Council's intent to take on this area is not forgotten.

Minute of meeting 18/02/2020 – Minute 93

As the Cornwall Council (CC) Waste Contract with Biffa has been extended until April 2021, we are in the same position for another year i.e. we'd be liable for the cleansing (emptying) costs for the bins located in and around the play park. Likely October 2020 before we can progress this matter with the CC Devolution Dept
