



Millbrook Parish Council

Millbrook Parish Council Asset & Open Spaces informal meeting Tuesday, 23rd March 2021 at 7:00pm

Notes from the Zoom meeting

Councillors' present: Cllr S Lewis, Cllr D Wood, Cllr K Hall, Cllr B Taggart

In attendance: Mrs K Heald, Parish Clerk

1. Terms of reference

The group agreed on the name Asset & Open Spaces Task Group.\

Cllr Lewis recommended the group use the Traffic & Transport Advisory Task Group terms of reference as a template.

Cllr Hall agreed to review of Council's terms of reference to see if there is anything specific regarding assets & open spaces which should be incorporated.

Action: Cllr Hall to produce something which will be recommended to the full Council for adoption in the May 2021 meeting.

2. Asset register

(i) Asset register review

The clerk showed a screenshot of a list a comprehensive asset register which she has started to compile, which will comply with the Joint Practitioners guidelines.

Last year's asset register showed some discrepancies where items should be shown as a Community Asset with a £1 nominal valuation.

Some items, such as noticeboards have been replaced, the new purchased have been added to the register but a record of the disposal, removing the original purchases has not been made.

The clerk queried the lake & fundus valuation. Cllr Lewis responded this was due to the funding received for the lake island.

The group will investigate whether a local community group can make use of the dance floor. **Action:** Clerk to forward details of the purchase.

(ii) Street furniture

Cllr Hall & Cllr Wood to walk around the village and review the condition of the Council street furniture.

A request has been made to purchase a memorial bench to be situated around the lakeside.

Action: Cllr Hall & Cllr Wood to arrange a suitable time and date to undertake this task. Cllrs to feedback to the clerk and recommend a location.



(ii) **Land & buildings:**

An assessment should be made on the condition of the Lime Kiln roof. A valuation should take place on Council owned buildings. It was agreed the Council has a responsibility to ensure the building is looked after and is well maintained.

Action: Cllr Taggart / Cllr Wood to have a look at the condition of the room in the Lime Kiln. A contractor will be asked to provide a quotation for any necessary works required.

3. **General Maintenance & stock control**

(i) **Acquisitions:**

There is no separate list of asset acquisitions purchased by the Council. The street furniture list needs updating.

Action: To be reviewed and updated once the street furniture has been assessed by Cllr Hall & Cllr Wood.

(ii) **Stock control**

Cllr Taggart agreed to check what items are held in the Lime Kiln. The Clerk suggested a list should be maintained on items over £100 but we should also be aware of what items we have in stock.

Action: Cllr Taggart & Christine Chan review the stock in the Lime Kiln.

4. **Ducks around the lake:**

The Councillors discussed the recent correspondence regarding male swans attacking dogs and a parishioner's proposal to cordon area to separate the ducks and swans. Cllr Taggart agreed to email some ideas, which would include laying branches around specific areas around the lake.

As a longer-term vision, Cllr Taggart also felt, although there has in the past been concern raised over midges, during specific short-term periods, the Council might want to consider reverting the lake to a fresh-water lake. This would then create natural vegetation making it more ecologically diverse.

Action: Cllr Taggart to email recommendation in response to parishioner's communication.

5. **Cemetery / overgrown tree:**

The Clerk outlined a situation where the tree roots on the closed graveyard have left a grave plot. The Council is limited on what they can do. The tree is the responsibility of Cormac and even if they agreed to cut it back it could cause damage to the plot.

Action: Cllr Taggart to have a look at the area and report back. The clerk to speak to Cormac again.

6. **Skatepark noise**

The Clerk outlined the situation regarding complaints from the noise impact of the skate park and action to be taken.



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CLr Taggart suggested the Council follows up on his previous suggestion to purchase a device to monitor the noise levels. The Clerk raised concern on who would do the monitoring.

Although previous attempts have been made the Clerk has contacted Cornwall Council Environmental Protection to see if they can assist in monitoring the noise levels.

It was agreed the increase in noise levels could be attributed to increase usage during Covid, with some young people out of work or not in school / college.

The Clerk explained the noise complaints have been regarding loud music and increase use of the ramps.

Options are still being explored regarding the filling of the jump box. Sand is working out expensive. Suggestions have also been made to use sound-proof matting. This is being priced up by Twisted Metal Art.

The Clerk has also had conversations with another Parish Clerk who used to work for the Environmental Protection. It was suggested the Clerk contacts Cornwall Council again and tries to work with them to help find a possible solution.

Action: (i) Clerk to continue liaising with Cornwall Council Environmental Protection.
(ii) Clerk to obtain prices and options for filling the jump box to be included in the next Council meeting for approval.