

Millbrook Parish Council Annual Report

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Chair's report

As always, there is plenty to talk about in the Chair's annual report, but I will try to keep it brief without missing anything significant.

The Council has had several projects on the go this year, the biggest of which has been the combined effort with parishioners and Cllr Ewart to push for something to be done about the major traffic problems on Hounster Hill/West Street (The Narrows.) A £12,000 feasibility study has been commissioned by the Council and is just awaiting the final adjustments for a traffic survey carried out over a seven-day period during the Easter holidays. We hope this study will enable us to find a solution that will make this main access route to Millbrook and the rest of the Rame Peninsula safer for residents of the area and less congested for drivers, particularly emergency vehicles at risk of being held up in queues caused by excessively large vehicles getting stuck. There are other traffic matters being addressed with Cornwall Council and Cormac, but this is by far the most major. Given the problem was first acknowledged in a report in the 1950s, it is obviously not going to be a cheap or easy fix.

Plans to instal EV chargers, delayed by the pandemic, have been greatly advanced this year thanks to the efforts of Cllr Mattholie, and we hope to have two EV charging spaces in West Street Car Park in a few months' time, once the legal and planning aspects of the installation have been concluded.

The Council had a very interesting meeting last July with Russ from Maverick, a company specialising in the design and installation of concrete skateparks. This has led to the setting up of the Millbrook Skatepark Project Group, so there is a community-led fundraising body. The Council is looking forward to a new, much quieter and more usable skate park once the project is complete - and some of our residents will be very pleased to have a reduction in the ramp noise!

A major change for the Council is the recent appointment of Jo Bennetts and Pete Gold, our new Admin. Support Officer and Caretaker respectively. Both part-time posts have been created because the amount of work needed to run aspects of the village is increasing as Cornwall Council's funding is cut and fewer services are provided. I would like to extend a very warm welcome to them.

We would have a far less lovely village to live in without the hard work of the volunteers in the Village Enhancement Team, run by Cllr Lewis, and I thank them for everything they do to keep our flower boats and planters and the Tanyard looking so good. They always need more volunteers, so please let Karenza or Jo in the office know if you have some spare time and would like to get involved.

On the topic of our lovely village, thanks must also go to Enhanscapes for the work in maintaining the grassed areas of Council land, especially the park and lakeside. There have been a lot of compliments about the way selected areas have been left uncut for pollinators and other wildlife. I would also like to extend thanks to Hill for his emergency callout work to make public areas safe after storm damage; we are lucky to have such a reliable local contractor.

The Council has been very happy this year to have increased links with Millbrook School; pupils have participated in Armistice Day at the war memorial, Christmas carols in the Tanyard and the design of posters encouraging drivers to switch off their engines when stationary (keep your eyes open in the village centre where posters will soon be on display.)

There have been several local organisations to which the Council has granted funding during the year, every one of which we are lucky to have in our area. The work of the Peninsula Trust supporting local people through the pandemic, through financial hardship, through housing need and through counselling has been and continues to be invaluable; we have also been supporting groups providing recreational facilities and places for social events, groups working to improve local facilities and groups providing emergency health care. As a group of unpaid councillors, we are grateful to all the other voluntary groups, charities and organisations who share the load and work to make life in this lovely corner of the world better for everyone.

And finally, at the time of writing this report we still have a vacancy! If you would like to become a parish councillor, or would just like more information before deciding, please talk to Karenza or Jo in the Council office.

Funding awarded to Community Organisations

Meeting	Organisation	What for	Amount
June 2021	Millbrook AFC Football Club	Decking and seating area	£1,200
July 2021	Millbrook Village Hall Management Committee	Contribution towards Air Source Heat Pump	£1,600
July 2021	Pigshill Woods CIC	Chainsaws / tree climbing equipment	£1,200
September 2021	The Peninsula Trust	Local Support service	£5,000
November 2021	St Germans & Rame Peninsula Public Transport Group	Traffic survey	£ 300
November 2021	Millbrook Short Mat Bowls	Bowling mat	£1,200
February 2022	St Columba Rugby	Post projectors, corner posts & flags	£1,000
February 2022	Rame Responders	Service costs	£ 700
March 2022	Rame Community Kitchen	Running costs	£2,000
April 2022	Millbrook Preschool	Tea in the Tanyard – Queen’s Platinum Jubilee	£ 250
April 2022	Cornwall Air Ambulance	Running costs / donation	£1,000

Summary of key events and decisions

**May
2021**

- During the pandemic the Council held its public meetings remotely by Zoom, with public participation; due to a change in legislation, on 18th May 2021, the Council resumed face-to-face meetings.
- Ten of Millbrook's Parish Councillors stood for re-election.
- Millbrook Parish Council's election was uncontested with eleven candidates for thirteen seats.
- The Council welcomed Cllr Elisa Woffenden.
- After 12 years dedicated service to the Rame Peninsula, former Cornwall Councillor George Trubody announced he would not be standing for re-election. At the Annual Parish Council meeting the Council warmly welcomed the newly elected Cornwall Councillor for the expanded Rame Peninsula and St German's Division, Cllr Kate Ewert.

**June to
August
2021**

- During the meeting held in June 2021, Cllr Robert Mattholie was co-opted onto the Parish Council.
- The Council does not usually meet in August but had an extraordinary meeting to approve the expenditure of a contractor using Foamstream to remove weeds on the roadside and West Street car park.

**September
2021 to April
2022**

- September 2021: Approval to fund £12,000 for a Hounster Hill Feasibility Study.
- January 2022: Approval to recruit new staff members: an Admin Support Officer and a Caretaker.
- February 2022: Following Cllr Mattholie's application a grant of £21,720 was awarded to the Council towards EV Charging points in the Council's car park.

Millbrook Tanyard – Photographs of the Millbrook Arts & Craft market & new picnic benches



Millbrook Skatepark event – funded by Millbrook Parish Council

WE ARE LOOKING FOR THE NEXT OLYMPIC CHAMPIONS...

TALENT PATHWAY

MILLBROOK

SKATE JAM

SUN 19 SEP
10AM TO 3PM
MILLBROOK SKATEPARK
(SOUTHDOWN ROAD)




TEAM RUBICON

TECH DECK

Enuff SKATEBOARDS

WITH SKATEBOARDING'S INCLUSION IN THE OLYMPICS - JOIN US FOR SOME COACHING IN THE MORNING AND A CHANCE TO SHOWCASE YOUR SKILLS AT A FUN COMPETITION WITH PRIZES IN THE AFTERNOON. OPEN TO ALL AGES AND ABILITIES.



Having been approached by Torpoint Town Council, at the Parish Council meeting held in April 2021, Millbrook Parish Council voted to approve expenditure to fund the skate park event held in September.

Cllr Beadnall led an initiative to start fundraising for a new concrete skatepark and a new skatepark project group was formed.

Over £1,300 was raised in donations from individuals and local businesses and a raffle in which prizes were donated from local businesses across the Rame Peninsula.

Accounts for the last three years

Cash Summary Millbrook Parish Council

	2021-22	2020-21	2019-20
Income			
Precept	£104,185.00	£104,266.31	103627.33
Car park income	£8,237.93	£5,062.62	£8,279.62
Grants & donations received	£3,896.77	£4,494.23	£5,327.31
Graveyard income	£2,359.00	£4,130.00	£3,003.00
Neighbourhood Plan (website)	£66.68		£66.67
Other income	£292.05	£1,621.66	£938.30
Village Enhancement (VETS)	£35.00	£336.68	£265.00
Memorial seating & trees / planting	£905.16		
VAT income received		£251.09	£2,094.85
Total Income	£119,977.59	£120,162.59	£123,602.08
Less Operating Expenses			
Council Administration			
Audit Fees		£864.00	£890.00
Bank charges	£138.90	£33.40	
Election costs	£255.00		
Insurance	£1,373.29	£1,132.66	£1,091.02
Legal & professional fees	£375.00		£40.00
Meetings	£316.00	£62.96	£178.50
Members' expenses			£59.40
Neighbourhood Plan	£83.33	£85.83	£83.34
Office Expenses & Admin	£2,904.33	£2,572.83	£2,345.25
Payroll service provider	£255.00		
Councillor Training	£487.50	£35.00	£32.40
Staff Training	£212.50	£130.00	£42.50
Subscriptions	£1,120.29	£823.99	£818.40
Sundry expenses	£225.47	£1,507.32	
Website / email domain	£1,039.79	£1,791.00	£145.20
Grants / Donations / Community support			
Grants & donations	£12,017.00	£5,626.00	
Grants & donations reimbursed	-£893.00		
Youth Project			£3,840.00
Community Support Initiatives (including Christmas funding)	£3,677.20	£120.00	£90.00
Open Spaces (play parks, lakeside)			
Bin collection services	£2,020.00	£2,002.00	£2,002.00
Grasscutting & Council groundwork / maintenance contractors	£9,090.59	£8,231.00	£13,433.54
Memorial seating	£756.09		
Outdoor Recreation facilities	£2,346.18	£3,929.29	£927.06
Plants & Tree Maintenance	£1,431.66	£1,730.00	£1,546.08
Other sundry repair costs		£260.40	£22.72
Devolved services	£1,756.20	£281.86	
Tanyard costs	£637.37	£1,611.00	£287.60
Village Enhancement Team (VETs)	£54.94	£142.09	£233.16
Council services			

Graveyard			£3,023.00
Car park	£2,034.72	£2,654.19	£4,955.51
Public Toilets	£6,573.88	£3,413.04	£9,182.38
Loan payments	£6,940.24	£13,880.54	£13,880.54
Staffing costs	£40,938.89	£35,573.81	£33,645.11
Traffic & transport	2029.58	£166.67	£3,594.81
Total Operating Expenses	£100,197.94	£88,660.88	£96,389.52
Operating Surplus (Deficit)	£19,779.65	£31,501.71	£27,212.56
Restricted funds			
Millbrook Skatepark Project			
MSP Funds received	3367.74		
MSP funds released to Millbrook Skatepark Project Group	-3467.74		
Grant funding received			
- EV Charging	16290.00		
- CiL Funding	19411.74		
Grant funding spent			
Total Non Operating Movements	£35,601.74	£0.00	£0.00
VAT Movements			
VAT Inputs		-£1,856.76	-£3,515.56
VAT Outputs		£1,755.10	£1,713.42
Net VAT Movements	£0.00	-£101.66	-£1,802.14
Restricted Funds			
Restricted funds received			
- EV Charging grant			
Restricted funds spent			
Net Cash Movement	£55,381.39	£31,400.05	£25,410.42
Summary			
Opening Balance	£172,513.47	£141,113.42	£115,703.00
Plus Net Cash Movement	£55,381.39	£31,400.05	£25,410.42
Closing Balance	£172,513.47	£172,513.47	£141,113.42

Your Parish Councillors

Information about your Parish Councillors is available on the Parish Council website

<https://millbrook-pc.gov.uk/>

Parish Councillor training record

Councillor	Cornwall Council YouTube recording - Code of Conduct training for Town & Parish Councillors	CALC Code of Conduct	CALC Benchmark training	Finance for Councillors	CALC Chairmanship	CALC Introduction to planning
Cllr Nicky Roberts		23/11/2021	06/07/2021	22/07/2021	25/08/2021	
Cllr Sharon Lewis		28/07/21 & 17/11/2021			29/09/2021	06/12/2021
Cllr Matthew Beadnall	11/06/2021	17/11/2021				
Cllr Karen Hall		17/11/2021				
Cllr Robert Mattholie		17/11/2021				
Cllr Richie Meeson		21/07/2021				
Cllr Petra Polák						
Cllr Bruce Taggart		21/07/2021				
Cllr Chris Wilton	23/07/2021					
Cllr Elisa Woffenden		17/11/2021				
Cllr Sarah Woffenden		21/07/2021				
Cllr Don Wood		13/05/2021				

Parish Councillor meeting attendance record

Where there are gaps shown the Councillors are not members of the relevant committee.

Councillor		Annual FC 18/05/21	FC 15/06/21	Planning 15/06/21	FC 20/07/21	FC 16/08/21	Staffing Comm 17/08/21
Cllr Nicky Roberts		Present	Present	Present	Present	Present	Present
Cllr Sharon Lewis		Present	Present	Present	Present	Present	Present
Cllr Matthew Beadnall		Present	Present		Apologies	Apologies	Apologies
Cllr Karen Hall		Present	Present	Present	Apologies	Present	
Cllr Robert Mattholie	Co-opted 15/06/21				Present	Absent	
Cllr Richie Meeson		Present	Apologies	Apologies	Apologies	Absent	
Cllr Petra Polák		Present	Present		Apologies	Absent	
Cllr Bruce Taggart		Present	Present		Apologies	Present	
Cllr Chris Wilton		Apologies	Apologies	Apologies	Apologies	Absent	Apologies
Cllr Elisa Woffenden		Present	Present	Absent	Present	Apologies	
Cllr Sarah Woffenden		Present	Present		Present	Absent	
Cllr Don Wood		Present	Present	Present	Present	Present	Present
Councillors present		10	9	4	6	5	3

Councillor	Finance Comm 07/09/21	Planning 21/09/21	FC 21/09/21	FC 19/10/21	FC 16/11/21	Finance Comm 18/11/21
CLlr Nicky Roberts	Present	Present	Present	Apologies	Present	Present
CLlr Sharon Lewis	Present	Present	Present	Present	Present	Present
CLlr Matthew Beadnall	Present		Present	Apologies	Present	Apologies
CLlr Karen Hall			Apologies	Present	Apologies	
CLlr Robert Mattholie			Present	Present	Apologies	
CLlr Richie Meeson	Apologies	Apologies	Apologies	Apologies	Present	Present
CLlr Petra Polák			Present	Present	Present	
CLlr Bruce Taggart			Present	Present	Present	
CLlr Chris Wilton		Apologies	Present	Present	Present	
CLlr Elisa Woffenden	Absent	Absent	Present	Present	Present	
CLlr Sarah Woffenden			Present	Apologies	Present	
CLlr Don Wood	Present	Present	Present	Apologies	Apologies	Apologies
Councillors present	4	3	10	7	9	3

Councillor	Staffing 06/01/22	Planning 18/01/22	FC 18/01/22	Staffing 11/02/22	FC 19/02/22	Staffing 01/03/22	FC 15/03/22	Planning 15/03/22	FC 15/03/22	Planning 05/04/22	FC 26/04/22
Cllr Nicky Roberts	Present	Present	Present	Present	Present	Present	Present	Present	Present	Apologies	Apologies
Cllr Sharon Lewis	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present
Cllr Matthew Beadnall	Apologies		Apologies	Present	Present	Apologies	Present		Present		Present
Cllr Karen Hall		Present	Present		Apologies		Apologies	Apologies	Apologies	Apologies	Apologies
Cllr Robert Mattholie			Present		Apologies		Apologies		Apologies		Present
Cllr Richie Meeson		Present	Present		Present		Apologies	Present	Apologies	Present	Absent
Cllr Petra Polák			Apologies		Apologies		Present		Present		Present
Cllr Bruce Taggart			Present		Present		Present		Present		Present
Cllr Chris Wilton	Absent	Absent	Present	Absent	Present	Absent	Apologies	Absent	Apologies		Apologies
Cllr Elisa Woffenden			Present		Present		Present	Present	Present	Present	Present
Cllr Sarah Woffenden			Present		Present		Present		Present		Present
Cllr Don Wood	Present	Present	Present	Present	Apologies	Present	Present	Present	Present	Present	Present
Councillors present	3	5	10	4	8		8	5	8	4	8