

Millbrook Parish Council
Minutes of 'Extra' ordinary full Council meeting
Tuesday 22nd August 2023 at 7:00pm at Millbrook Scout Hall

Councillors' Present: S Lewis (Vice Chair / Chair of the meeting), F McBain, R Meeson, F Reilly and H Wood

In attendance: K Heald (Parish Clerk) and three members of the public.

Cllr Lewis opened the meeting at 19:00hrs

63. Apologies for absence (A.I.1)

Apologies received from Councillors N Roberts, G Renshaw, R Matthollie, P Polak and E Woffenden. Councillors C Wilton and S Woffenden were absent from the meeting.

64. Declarations of gifts and declaration of interest on any agenda item (A.I.2)

None

65. Dispensation (A.I.3) To consider any requests for dispensations relating to agenda items. Not relevant.

66. Public forum and Cornwall Councillor update (A.I.4)

Poplar trees: Concern raised about the safety and condition of the poplar trees in the recreation park / by the lakeside. During the recent storm, despite warnings, people were still out and about by the trees. Cornwall Council's contractors have advised because trees were planted on reclaimed land they are in the wrong area.

Tree survey: advice received from a former Parish Councillor / wildlife consultant and lecturer, who initiated the previous tree survey. The Parish Council received advice on the Quantified Tree Risk Assessment methodology. Having reviewed the quotations, the Council was advised to appoint Cornwall Tree Consultancy. All arborists are well qualified, but Cornwall Tree Consultants is the lowest quotation and had also provided a Quantified Tree Risk Assessment practice note document.

Tree planting replacement programme: It was highlighted that the poplar trees are top heavy and under stress as they are growing on a former landfill site. It was suggested future planting could include sorbus, silver birches (trees that do not grow tall). Willows could also be planted but the Council would need a maintenance programme for coppicing them.

Visibility issues on New Road: The Council was informed, by two of the members of public in attendance, despite the grass being cut along New Road there were still driver visibility issues. The action agreed in the last meeting had been completed and the Clerk had emailed one of the parishioners to try make arrangements to meet. The other issue was believed to relate to the roadside verges and therefore not the responsibility of Millbrook Parish Council. Action: Parishioners to contact the Parish Council

Cornwall Council watering of newly planted trees on New Road: Cormac has watered newly planted trees, near Gordon Terrace, on New Road. This was seen as a waste of resources as a special trip was made especially to water the trees, even when it had been raining a lot.

67. Chair's Announcements (A.I.5)

Public meeting: 16th September from 2 to 4pm. Councillors were asked to let the Clerk know if they are able to attend.

Millbrook Skatepark Project: An email received from the treasurer of Millbrook Skatepark today detailing funding received, Cornwall Council CIL funding (see appendix 1) and Millbrook

Approved during the meeting held on _____ Minute _____

Signed _____

Parish Council's commitment. Millbrook Parish Council have £60,000 allocated as earmarked reserves in the 2023-24 budget. This includes £20,000 committed to the Skatepark Crowdfunder.

Town Crier: Thank you to the visiting Town Criers and everyone who attended the Town Crier competition.

Millbrook Football Club: The official opening of the play area will take place on Saturday 26th August 2023.

All Saints Church: Welcome Rev. Jo Northey, who was licensed by the Bishop of St Germans, as Priest in Charge of the Benefice of Maker with Rame, Millbrook, St John and Torpoint and the Benefice of St Germans with Antony and Torpoint. The service took place on Monday 21st August 2023.

Millbrook Methodist Chapel: The final service will take place on Sunday 3rd September 2023 at 3pm.

Picnic benches in the Tanyard: The benches have been damaged again. They have been moved so they are no longer under the pergola. If damage continues the benches may have to be permanently removed. Action: Clerk to contact the landlord of the Devon and Cornwall to see if there is any CCTV.

68. Approval of the minutes from previous meeting (A.I.6)

68.1 **Minutes of the last full Parish Council meeting:** It was proposed by Cllr Lewis, seconded by Cllr Wood and unanimously agreed by all Councillors that the minutes of the meeting held on Tuesday 18th July 2023 are approved as a true and accurate record of the meeting.

Resolved.

68.2 **Minutes of the last Staffing Committee meeting:** It was proposed by Cllr Lewis and seconded by Cllr Wood that the minutes of the Staffing Committee meeting held on 11th August 2023 are approved as a true and accurate record of the meeting. The motion was carried with one abstention.

69. Assets and Open Spaces (A.I.7)

69.1 **Completed tree works:** It was noted that under the Clerk's delegated authority emergency tree works were completed by T Ewings. The bark chippings were spread by the orchard leading up to the playing field. Approval not required as the works were completed under delegated emergency Health and Safety measures.

69.2 **Tree Survey reports:** It was proposed by Cllr Lewis, seconded by Cllr Wood and unanimously agreed by all Councillors that the Council appoints Cornwall Tree Consultants to complete a Quantified Tree Survey of the trees on Parish Council land. **Resolved.**

69.3 **Future planning of Tree planting:** It was proposed by Cllr Lewis, seconded by Cllr Wood and unanimously agreed by all Councillors that the Clerk and Admin Support Officer are tasked with exploring options of applying for grant funding to cover the costs of a feasibility study and will report back to the Council. The study would include recommendations on tree planting and a management plan of Parish Council owned land. **Action:** Investigate Forest for Cornwall funding.

69.4 **Kerbside weed clearance / use of Foamstream:** One quotation was received for £700.00 per day covering two visits to Foamstream West Street, Millpool Head, Fore Street, the bottom of St Andrew Street, Newport Street, St John's Road, New Street and The Quay. Biffa had been contacted but their quotation had not been received. It was noted that once proposed by Cllr Reilly, seconded by Cllr McBain and unanimously agreed by all Councillors that the costs are used for additional hours of the Council's maintenance staff to remove the kerbside vegetation with a hoe. **Resolved.**

Action: A map is produced clearly defining the Parish Council owned land.

70. Town Crier (A.I.8)

The appointment of Mr Christopher Hindley-Matic, selected as Millbrook's Town Crier, following a competition on Saturday 12th August 2023 was noted.

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Signed _____

71. Staffing (A.I.9)

The appointment of James Sainsbury as the Parish Council's Assistant Caretaker, approved by the Staffing Committee during the meeting held on 11th August 2023 was noted.

The meeting closed at 19:41hrs

Appendix 1

Extract of email received from Cornwall Council regarding their funding:

"To provide some context to the importance of these decisions, if these two applications (GWR, Samworth Bros) are successful it has been agreed that we will increase the CIL support to fill the remaining gap, i.e., £98,969, on condition that should the other applications to DLUHC and/or GGF be successful, the amount of CIL provided will be reduced by those amounts. This approach is to enable the project to proceed without having to wait for further confirmation of additional funding".

DRAFT

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Signed _____