

Minutes of Millbrook Annual Parish Meeting Held on Saturday 11th May 2024 at 6pm Venue: Millbrook Village Hall (Attic room)

Prior to the Annual Parish Meeting a Community Engagement Event in the Village Hall (main hall and balcony room) took place between 4pm and 6pm.

Attendees: 15 members of the public (including six Parish Councillors (see appendix note 1) and the Parish Clerk. Due to GDPR regulations, the names of electors present have not been included in the minutes. Parish Councillors attending the meeting do so as members of the public.

1. **Welcome from the Chair of Millbrook Parish Council**

N Roberts (Chair of Millbrook Parish Council) opened the meeting, thanking the Community Groups for attending the engagement event and those attending the meeting. The Annual Parish meeting is not a Parish Council meeting but can be called by the Chair of the Parish Council. It is an opportunity for the Parish Council to engage with its parishioners. The legal requirement is for the meeting to be called between 1st March and 1st June (see note 2)

2. **Approval of the Minutes of the last Annual Parish meeting held on 22nd April 2023 May 2023**

It was proposed by S Lewis and seconded by S Woffenden that the minutes of the Annual Parish meeting held on 22nd April 2023 are approved. The motion was carried with two abstentions.

3. **Annual Report / Update from the Chair – including update on the Community Engagement Event (see note 3)**

- **Newsletters:** A newsletter has recently been produced and another one six months ago. There has been a lot of positive feedback regarding the newsletters.
- **Councillor meetings:** A register of Parish Councillor meeting attendance is maintained. This will be updated and available on the Parish Council website.
- **Millbrook Skatepark Project:** N Roberts noted the huge success of the Millbrook skatepark project and gave personal thanks to the fundraisers and the Parish Clerk.
- **Cornwall Council's new waste collection:** The changes to the new waste collection have caused some problems. Where the new wheelie bins / protective bags are not being used Biffa will not collect them. The Council is liaising with Cornwall Council to help resolve teething problems.
- **Vacancies:** N Roberts highlighted the Parish Council has vacancies. A year from now there will be elections. A contested (voting by electors) election will take place if more apply to become a Parish Councillor than there are seats available (MPC has 13 seats available). The electorate has the opportunity to make a choice if the election is contested and parishioners were asked to think about standing and to encourage others to consider putting themselves forward .

4. **Public discussion:**

- **Enhancement and improvement:** The Council was thanked for its work.
- **Newsletter:** Positive feedback received on the quality of the Council's newsletter.
- **Green space:** Congratulations on the management of the green space.
- **Flag:** The Union flag in the Tanyard needs replacing.

Approved during the meeting held on 13th March 2025

- **Rame Peninsula Public Transport Users Group (RPPTUG):** Annual General Meeting due to take place on 17th June 2024 at Millbrook Scout Hall. RPPTUG have campaigned to save the buses. Tickets to the Theatre Royal in Plymouth have gone down due to the removal of late night buses. Rame Peninsula specific timetables have now been produced in a separate booklet (instead of being included in with other timetables all around Plymouth).
Action: Parish Council agenda item for next Parish Council meeting to include a proposal to support RPPTUG's campaign to support the late-night bus service.
- **Millbrook / West Street car park consultation:** Two responses received in the community engagement consultation. One in support of increased car park charges, the other against. Both in support of a vehicle size restriction in the car park.
- **Millbrook Chapel of Rest:** Trustee on behalf of Rame Conservation Trust (RCT) said the Chapel of Rest is now owned by RCT. The roof will be repaired. The organisation is doing as much as they can within the budget available. A volunteer has offered to repair the stained glass windows. Community consultation is ongoing.
- **Parish Council questions and answers:**
Q: How often does the Council meet?
A: 3rd Tuesday of every month at 7:30pm. Committees / working groups meet at other times.
Q: What is the minimum age for being a Parish Councillor?
A: 18

The meeting closed at 18:30hrs.

Approved during the meeting held on 13th March 2025

Note 1

Parish Councillor attendees: N Roberts, S Lewis, H Wood, F Reilly, E Woffenden, S Woffenden.

Note 2

Local Government 1972, c70, Schedule 12, Part III: *Every English Parish shall have a Parish Meeting. All Parish and Town Councils throughout England are required by law to hold an Annual Parish Meeting between the dates of 1st March and 1st June (inclusive).*

Note 3

Attendees of Millbrook Parish Council's Community Engagement Event
Representatives from:

- Millbrook Skatepark Project
- Millbrook 1st Scout Group / Millbrook Beavers
- Millbrook Football Club
- Millbrook Over 50's Friday Club
- Awenek Studios CIC
- The Peninsula Trust
- The Care Hub
- Permaculture Kernow
- Pigshill and Clarrick Woods CIC
- Rame Community Fund
- Rame Peninsula Beach Care
- Rame Responders

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- Rame Group Practice Patient Participation Group
- Rame Conservation Trust
- Torpoint Town Council (find out about their plans for the 3G Artificial Pitch, Lower Fore Street / Transport Links)
- Torpoint Library and Community Hub

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