

PL24 Community Association (PL24CA) Minutes Committee Meeting held on 09.01.23. via video

Present: June Anderson (JA), Ryan Chamberlain (RC), Jenny Moore (JM), Dawn Surl (DS), Karen Trace (KT), Alison White (AW), Eve Winterbottom (EW)

Members present: Judy Brereton (JB), Sandra Butler (SB)

Committee Meeting Minutes are first agreed and approved by email and then uploaded onto the PL24 Community Association website.

Item	Discussion notes	Who? Action? By when?
1.	Minutes from last meeting held on 21.11.22 had already been approved by email.	
2.	<p>Matters Arising</p> <p>Litter Picks have continued on a monthly basis as the weather allows. Many thanks to JP, RC, SB and all the volunteers, both regular and occasional.</p> <p>As Spring approaches, there may be areas in PL24 which could do with a Spruce-up. Cormac will lend us a trailer of tools and equipment – no power tools - but the trailer does get booked up well in advance and we first must do a Risk Assessment for new areas, so it is a case of the sooner the better for suggestions. SB suggested getting a date in the diary for the orchard and added that the grass would need to be cut in advance and preferably more mulch applied than previously round the trees to stop the weeds and grass growing up to the trunks. RC suggested that Caroline Wildish (CW) might be interested in leading on this again, and it was agreed to contact CW.</p> <p>Armillary Sphere</p> <p>Par Track owns the sphere. Our understanding is that James Clarke, General Manager at Par Track, and Brian Sheen, who originally brought the sphere to PL24, are discussing what to do next. PL24CA has offered to help with publicity if required. We also have a list of volunteers willing to help renovate and/or donate money towards its renovation.</p> <p>Decision Making</p> <p>PL24CA has set up sub-groups for key projects e.g. the Station Path and the GWR Bid, and this process is working well. Once key points have been agreed in a sub-group meeting, then the outcome is discussed in a committee meeting (either at an open meeting or in a closed Working Group meeting) and committee members agree on the next steps. All those present said they thought the process was working well.</p>	<p>AW contact CW about orchard ASAP</p>

	<p>Notice-boards RC has measured up for and researched two new noticeboards. One will be on a planter by the Scout Hall in Tywardreath. There will also be a new noticeboard – half the size of the current ones - in Biscovey at JM's house. As usual, PL24CA noticeboards will be available for use by other community groups, though we do ask that PL24CA notices are not covered up and that no sticky tape is used. Magnets are left in the boards for community notice use.</p> <p>Crab Apple Tree A Red Obelisk Crab Apple Tree has been planted at Hamley's Corner in Par and it looked very festive over the Xmas holidays with large red crab apples. Thank you to JB for taking care of it – it has not needed watering yet!</p> <p>Bench Painting Thank you to volunteer Mick O'Brien (MOB) for a stalwart effort in refurbishing and painting nine benches to date. Cormac has now supplied new planks for the two benches at the bottom of Tehidy Rd. and the one in Castledore Rd., so they will be next on the list when MOB and JE have time to refurbish them in favourable weather. AW has been liaising with Gaynor Mamo, Clerk for St Blazey Town Council, in respect of benches in this area of PL24. It seems the vast majority are in good condition and have been recently painted, but there are a few on our list to do. We are still looking to update the exact locations of benches throughout the St Blazey area, so please keep an eye out and email them in e.g. <i>there is one bench in name of road close to house number x, at the junction with road y. It is made of metal and wood and is in good condition.</i></p> <p>Appointment of Treasurer Since the last committee meeting open to members in September, Tony Pickup has stood down as Treasurer. We are delighted to welcome back Eve Winterbottom into this role.</p>	<p>All to note ASAP</p>
<p>3.</p>	<p>Treasurer Report EW Account transactions since the last Working Group Meeting (closed Committee Meeting) on 21.11.22.</p> <p>Besides the costs of printing PL24 Magazine, there have been minor payments for printing relating to the Station Path application and a plaque for the tree at Hamley's Corner. Following our successful bid to GWR for external funding, we have spent just over £3000.00 on 7 new benches for community use. Fortunately, we had enough money in our reserves to pay for the benches in advance of receiving the bid money, as this allowed us to secure a very good time-limited deal and enabled us to buy more benches than anticipated. The GWR funds should be in our account soon.</p>	

	<p>Opening Current Account Balance (21.11.22.): £8720.21</p> <p>Income received: All the income is from advertising payments from the Winter edition of PL24 Magazine. 3 advertisers have yet to pay, and reminders have been issued.</p> <p>Current Account Balance (08.01.23.): £5291.36</p> <p>Note: The end of the financial year is 31st August</p>	
4.	<p>PL24 Magazine Report JE</p> <p>Distribution is working well, with a small team of volunteers continuing to deliver magazines to outlets throughout the PL24 area and in Lostwithiel. The stands at St Blazey Co-op and Par Market are proving popular. We need to keep monitoring the numbers of magazines not taken at other distribution points. We are very grateful to our volunteers who take the time to let us know when we need to adjust the numbers for individual stockists, as this enables us to reduce wastage.</p> <p>Income from advertising in the winter edition was slightly less than in previous editions this year, and printing costs were higher, though when the three remaining invoices are settled, we will still more than cover our printing costs. There were 3 new advertisers, and two annual subscription renewals. In 2022, total printing costs were over £700 more than in 2021. This is mainly due to increases in the cost of paper, but we also had a bigger print run for the Summer and Winter editions this year (2500 copies instead of the usual 2000). Despite this, the surplus of income over costs will be only £170 less than last year.</p> <p>Our advertising prices are unchanged since early 2021. JE and AW are of the view that we should continue to hold our prices as long as possible, especially as we are still more than covering our costs. This will meet our aim of supporting local businesses and we will be able to use this in our marketing to potential new advertisers. Various committee members then gave their views on the advertising rates. JM felt keeping rates at their current rate is a real plus point for attracting new advertisers. DS noted that some of the magazine related expenses from last year were a one-off, e.g. the magazine stands. KT said that as a local business owner who advertises in the magazine, she agrees that keeping the rates at the current level is important, as all businesses will be reviewing their expenditure given the current economic conditions. KT also said she had not realised discounted subscriptions were available. RC added that though the magazine group had not met for a while, he was happy to follow the recommendation. All agreed.</p>	<p>JE to highlight subscription rates for next edition</p>
5.	<p>GWR Funding Bid update</p> <p>The GWR bid submission focused on PL24CA's aim to encourage walking, particularly in the area of Par Station</p>	

	<p>where it is flat and visitors arrive by train. It is hoped that the provision of more benches will enable those who need to rest when walking to feel confident that there will be seating available. The benches have been delivered. One will be installed at the bus stop at Hamley's Corner; three in St Andrew's Rd. Wetlands Reserve around Par Duck Pond; and 3 at Par Track.</p> <p>The second element of the bid is a new noticeboard at Par Railway Station. The sub-group met last week and agreed detailed specifications for the designer. There will be a map of the local area and QR codes will direct visitors to the PL24CA website for more information. RC, JE and AW do what we can, when we can on the website, but we would welcome new volunteers to help with site content and/or updating the website itself. No coding skills are required, just a willingness to get to know the site tools and occasionally meet on Zoom to discuss what to do next.</p> <p>RC suggested that a PL24CA noticeboard could be installed at Par Railway Station (separate to the planned map and information board). AW was not sure how easy this would be, given it has taken months to get the other one approved. But those attending the site meeting on 23rd January could raise this with the project manager for GWR then. AW also reminded members that the more noticeboards we have, the more people we need to keep them tidy e.g. take off any commercial advertising. It was agreed that fixing padlocks would make them more awkward to manage, as members are currently tidying them when passing or when putting up litter pick posters and community groups are welcome to use them.</p>	<p>All to note Keep advertising for help with website On-going</p> <p>AW + others Ask GWR re: PL24CA noticeboard by 23rd Jan</p> <p>All tidy up noticeboards when passing On-going</p>
6.	<p>Station Path Public Right of Way application Various members have spent a lot of time on gathering evidence for the application for a Definitive Map Modification Order (DMMO) in respect of the Station Path. The deadline for the return of the Public Path User Form and map is Monday 16th January. JB is picking them up from the relevant businesses and will be thanking them for helping with this project. After this, AW will collate all the evidence before it is scanned for our records. All the documentation will be taken to the Cornwall Council Bodmin office, so CC will sign for it and record its delivery in their records. We will also apply to post notices seeking the owner/s of the unregistered part of the path, as they have 42 days to make themselves known. AW emphasised that the application is a legal process though and provided our evidence of path usage for more than 20 years is accepted, the application should be successful.</p>	<p>JB and AW Collection, collation and delivery of evidence to CC by the end of February</p>
7.	<p>St Blaise Feast and Fete JM PL24CA is happy to support the St Blaise Feast and Fete Lantern Parade which is being run by a separate group led</p>	

	<p>by JM and includes RC and JA. Cornwall Council has granted Permission for the road closure and JM/AW are finalising the Risk Assessment. The parade will go down Station Rd. and end at St Blazey Church where there will be a Church Service. Everyone is invited to take part and make their own lanterns using artificial lights. JA talked about the raffle and JM went through the rest of the programme with a craft fair and textiles fair taking place over the weekend.</p>	<p>JM/AW finalise Risk Assessment ASAP</p>
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Date of next meeting: Monday 17th April 2023 at 6.30pm

Location: by Zoom