



**MINUTES OF THE ANNUAL MEETING OF MAWNAN PARISH COUNCIL HELD ON THURSDAY, 16<sup>TH</sup> MAY 2013 IN MAWNAN MEMORIAL HALL**

**PRESENT:** Cllrs Gibbons (Chairman), Barnicoat, Mrs Lawry, and Lugg  
Cllrs Miss George, Mrs Loomes, Mrs Mason and Moyle - after being co-opted and signing the Declaration of Acceptance of Office

**ALSO PRESENT:** Ms S Willsher, Clerk, Cllr N Hatton (from point mentioned) and eleven members of the public (two from point mentioned – all until point mentioned)

The Chairman explained the safety procedures.

**1281/05 TO ELECT A CHAIRMAN FOR THE MUNICIPAL YEAR 2013/2014 AND SIGNING OF THE DECLARATION OF ACCEPTANCE OF OFFICE**

It was proposed by Cllr Mrs Lawry, seconded by Cllr Lugg and

**1281/05.2 RESOLVED** that Cllr Gibbons is elected Chairman for the municipal year 2013/2014.

On a vote being taken the matter was approved unanimously.

Cllr Gibbons signed the Chairman's Declaration of Acceptance of Office.

**1282/05 TO CO-OPT MEMBERS ONTO THE COUNCIL TO FILL THE VACANCIES**

It was proposed by Cllr Gibbons, seconded by Cllr Mrs Lawry and

**1282/05.2 RESOLVED** that Mrs A Loomes is co-opted onto the Council.

On a vote being taken the matter was approved unanimously.

Mrs Loomes completed the Declaration of Acceptance of Office and joined the meeting.

It was proposed by Cllr Mrs Lawry, seconded by Cllr Lugg and

**1282/05.3 RESOLVED** that Mrs S Mason is co-opted onto the Council.

On a vote being taken the matter was approved unanimously.

Mrs Mason completed the Declaration of Acceptance of Office and joined the meeting.

It was proposed by Cllr Barnicoat, seconded by Cllr Mrs Loomes and

**1282/05.4**                    **RESOLVED** that Mr P Moyle is co-opted onto the Council.

On a vote being taken the matter was approved unanimously.

Mr Moyle completed the Declaration of Acceptance of Office and joined the meeting.

It was proposed by Cllr Barnicoat, seconded by Cllr Lugg and

**1282/05.5**                    **RESOLVED** that Miss K George is co-opted onto the Council.

On a vote being taken the matter was approved unanimously.

Miss George completed the Declaration of Acceptance of Office and joined the meeting.

**1283/05**    **TO CONFIRM THAT ALL DECLARATIONS OF ACCEPTANCE OF OFFICE HAVE BEEN SIGNED AND SET A DEADLINE FOR ALL DECLARATIONS TO BE SIGNED**

The Clerk confirmed that Declarations of Acceptance of Office had been completed by all members present.

It was proposed by Cllr Mrs Mason, seconded by Cllr Lugg and

**1283/05.2**                    **RESOLVED** that all remaining Declarations of Acceptance of Office must be signed before or at the next Council meeting on the 20<sup>th</sup> June 2013.

On a vote being taken the matter was approved unanimously.

**1284/05**    **TO RECEIVE APOLOGIES FOR ABSENCE**  
Apologies were received from Cllr Sadler.

**1285/05**    **MEMBERS TO DECLARE ANY DISCLOSABLE PECUNIARY AND NON PECUNIARY INTERESTS AND ANY GIFTS RECEIVED**

Cllr Mrs Mason declared a non registerable interest in planning application PA13/03028 for Mr and Mrs Todd of Lowena, Sampys Hill, Mawnan Smith.

**1286/05**    **TO CONSIDER REQUESTS FROM COUNCILLORS FOR DISPENSATIONS**

There were no requests from Councillors for dispensations.

**1287/05 TO APPOINT A VICE CHAIRMAN FOR THE MUNICIPAL YEAR 2013/2014**

It was proposed by Cllr Gibbons, seconded by Cllr Barnicoat and

**1288/05.2 RESOLVED** that Cllr Sadler is appointed Vice Chairman for the municipal year 2013/2014.

On a vote being taken the matter was approved unanimously.

**1288/05 TO RECEIVE A REPORT FROM THE POLICE**

There was no report from the police.

Cllr Gibbons said that he had been aware that there had been incidents in the village of property being taken.

Cllr Mrs Lawry said that the Memorial Hall Committee had received reports that there were youths on the roof of the hall. The police had been out to the hall and spoken to the youths involved.

Cllr Barnicoat said that two people had been locked in the Memorial Halls snooker room.

**1289/05 PUBLIC COMMENT ON ITEMS ON THE AGENDA**

A member of the public asked whether Budock Parish Council would continue to share office space and the associated running costs with this Council. The Chairman said that Budock Parish Council would be opening an office in Budock Village Hall.

**1290/05 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON THE 18<sup>TH</sup> APRIL 2013 AND THE CHAIRMAN TO SIGN THEM**

Cllr Mrs Loomes was present at the meeting.

It was proposed by Cllr Mrs Lawry, seconded by Cllr Gibbons and

**1290/05.2 RESOLVED** that the minutes of the meeting held on the 18<sup>th</sup> April 2013 are received and approved with the addition of Cllr Mrs Loomes being present as a true record and are duly signed by the Chairman.

On a vote being taken on the matter there were 4 votes FOR and 0 votes AGAINST.

**1291/05 TO REPORT MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA**

The Clerk reported that she had still been unable to contact the Community Payback Service.

**1292/05 TO CONFIRM STANDING COMMITTEES FOR THE MUNICIPAL YEAR 2013/2014**

It was proposed by Cllr Mrs Mason, seconded by Cllr Gibbons and

**1292/05.2 RESOLVED** that the Standing Committee for municipal year 2013/2014 would be:

- Planning Committee
- Office and Finance Committee
- Junior Playing Field & Carwinion Playing Field Trusts
- Memorial Hall Committee
- Rendlesham Trust
- Helford Marine Conservation Group
- Helford River Association
- Emergency Planning Committee
- Staffing Committee

On a vote being taken the matter was approved unanimously.

**1293/05 TO APPOINT MEMBERS TO COMMITTEES FOR THE MUNICIPAL YEAR 2013/2014**

It was proposed by Cllr Gibbons, seconded by Cllr Moyle and

**1293/05.2 RESOLVED** to appoint Cllrs Miss George, Mason and the Vice Chairman to the Office and Finance Committee for the municipal year 2013/2014.

On a vote being taken the matter was approved unanimously.

It was proposed by Cllr Gibbons, seconded by Cllr Mrs Mason and

**1293/05.3 RESOLVED** to appoint Cllr Mrs Loomes to the Memorial Hall Committee for the municipal year 2013/2014.

On a vote being taken the matter was approved unanimously.

It was proposed by Cllr Mrs Lawry, seconded by Cllr Moyle and

**1293/05.4 RESOLVED** to appoint Cllrs Barnicoat and Sadler to the Rendlesham Trust for the municipal year 2013/2014.

On a vote being taken the matter was approved unanimously.

It was proposed by Cllr Gibbons, seconded by Cllr Miss George and

**1293/05.5 RESOLVED** to appoint Cllr Moyle to the Helford Marine Conservation Group and the Helford River Association for the municipal year 2013/2014.

On a vote being taken the matter was approved unanimously.

It was proposed by Cllr Gibbons, seconded by Cllr Lugg and

- 1293/05.6**                    **RESOLVED** to appoint Cllrs Barnicoat, Mrs Lawry and Moyle to the Emergency Planning Committee for the municipal year 2013/2014 and that the remit of the Committee was extended to enable members of the public to be co-opted onto the Committee; the Clerk would prepare a draft terms of reference for the next meeting.

On a vote being taken the matter was approved unanimously.

It was proposed by Cllr Moyle, seconded by Cllr Mrs Lawry and

- 1293/05.2**                    **RESOLVED** to appoint Cllrs Barnicoat, Miss George, Gibbons and Lugg to the Staffing Committee for the municipal year 2013/2014.

On a vote being taken the matter was approved unanimously.

Cllr Hatton entered the meeting at 8.09pm.

- 1294/05**                    **TO RECEIVE AND APPROVE THE ACCOUNTS FOR THE YEAR ENDING 31<sup>ST</sup> MARCH 2013**

It was proposed by Cllr Gibbons, seconded by Cllr Lugg and

- 1294/05.2**                    **RESOLVED** that the accounts for the year ending 31<sup>st</sup> March 2013 are received and approved.

On a vote being taken the matter was approved unanimously.

- 1295/05**                    **TO RECEIVE THE INTERNAL AUDITORS REPORT AND AGREE FUTURE ACTIONS**

It was proposed by Cllr Gibbons, seconded by Cllr Mrs Mason and

- 1295/05.2**                    **RESOLVED** that the independent internal auditors report is received; that the recommendations are noted and that cheque signatories will ensure that there are two signatures on all cheque stubs.

On a vote being taken the matter was approved unanimously.

- 1296/05**                    **TO COMPLETE THE ANNUAL GOVERNANCE STATEMENT FOR THE YEAR ENDING 31<sup>ST</sup> MARCH 2013**

The Chairman read each statement out and members unanimously agreed the Council's response.

It was proposed by Cllr Gibbons, seconded by Cllr Lugg and

**1296/05.2**                    **RESOLVED** that boxes one to eight are answered 'yes' and box nine is answered 'n/a'.

On a vote being taken the matter was approved unanimously.

**1297/05**                    **TO RECEIVE A REPORT ON OFFICE ACCOMMODATION AND AGREE FUTURE ACTIONS AND ASSOCIATED EXPENDITURE**

Cllr Gibbons reported that the Memorial Hall Committee had withdrawn the offer for the Council to utilise the front section of the hall for their office. They had offered the lean to at the side of the hall. It was felt that the location of the lean-to was not suitable due to the position of the oil tank and security arrangements for lone working. The Committee had also offered temporary use of the Rendlesham Room until the Council found permanent accommodation.

Members discussed the reason for the Council Office, fire safety, the current rent for office accommodation, the office opening hours, whether there was any space at the Anvil Trust or Carwinion Playing Field, the ownership of the land by the toilets and leasing a shop in the Square. It was agreed to put a notice in the notice board asking whether anyone knew of any office space or storage space the Council could use.

**1298/05**                    **TO RECEIVE CORRESPONDENCE AND AGREE RESPONSES IF APPROPRIATE**

The Clerk reported that the following correspondence had been received:

- CALC Training and Events for 2013
- Cornwall Council's free Code of Conduct Training

It was agreed that the Clerk would circulate the correspondence to all members by email.

**1299/05**                    **TO NOTE PLANNING DECISIONS RECEIVED FROM CORNWALL COUNCIL**

There had not been any planning decisions received from Cornwall Council.

**1300/05**                    **TO NOTE THE PLANNING ENFORCEMENT COMPLAINTS RECEIVED FROM CORNWALL COUNCIL**

There had not been any planning enforcement complaints received from Cornwall Council.

**1301/05**                    **TO NOTE ANY PRE-APPLICATION MEETINGS HELD SINCE THE LAST MEETING OF THIS COUNCIL**

There had not been any pre-application meeting held since the last meeting of the Council.

**1302/05 TO CONSIDER PLANNING APPLICATIONS RECEIVED FROM CORNWALL COUNCIL BY THE DATE OF THE MEETING**

- i. **PA13/02994 – Mr and Mrs Lougher, Jabreen, Budock Vean Lane, Budock Vean, Mawnan Smith – Loft/first floor extensions to existing dwelling including various interior modifications and installation of rooflights/ sun tube**

It was proposed by Cllr Gibbons, seconded by Cllr Barnicoat and

**1302/05.2** **RESOLVED** that there are no objections to planning application PA13/02994 for Jabreen.

On a vote being taken the matter was approved unanimously.

- ii. **PA13/02993 - Mr and Mrs Lougher, Jabreen, Budock Vean Lane, Budock Vean, Mawnan Smith – Installation of two dormer windows and removal of roof window to previously approved loft conversion scheme (ref PA13/00166)**

It was proposed by Cllr Gibbons, seconded by Cllr Barnicoat and

**1302/05.3** **RESOLVED** that there are no objections to planning application PA13/02993 for Jabreen.

On a vote being taken the matter was approved unanimously.

- iii. **PA13/03028 – Mr and Mrs Todd, Lowena, Sampys Hill, Mawnan Smith – Extension comprising enlarged living room plus new master bedroom and en-suite in raised roof area. Dormer window and Juliet balcony on south west elevation**

Cllr Mrs Mason left the room.

It was proposed by Cllr Gibbons, seconded by Cllr Moyle and

**1302/05.2** **RESOLVED** that there are no objections to planning application PA13/03028 for Lowena.

On a vote being taken the matter was approved unanimously.

Cllr Mason re-entered the room.

**1303/05 TO RECEIVE AND APPROVE THE STATEMENT OF PAYMENTS, RECEIPTS AND BANK RECONCILIATIONS FOR THE MONTH OF APRIL 2013**

It was proposed by Cllr Gibbons, seconded by Cllr Mrs Loomes and

**1303/05.2**                    **RESOLVED** that the statement of payments, receipts and bank reconciliations for the month of April 2013 are received and approved.

On a vote being taken the matter was approved unanimously.

**1304/05**    **TO APPROVE THE PAYMENT OF ACCOUNTS IN MAY 2013**

It was proposed by Cllr Gibbons, seconded by Cllr Moyle and

**1303/05.2**                    **RESOLVED** that accounts totalling £3,239.66 are approved for payment in May 2013.

On a vote being taken the matter was approved unanimously.

It was agreed that the bank signatories would be reviewed at the June meeting of the Council.

**1305/05**    **REPORTS FROM COMMITTEES AND REPRESENTATIVES**

Cllr Gibbons reported that the Pre-School had requested an extension to their outside play area and they would like to erect a 3'x2' sign on the verge. Cllr Gibbons would visit the site and look at the requests and would report back to the next meeting.

**1306/05**    **REPORT FROM CORNWALL COUNCIL WARD MEMBER**

Cllr Hatton reported that:

- Cornwall Council were organising themselves; there was a possibility of a rainbow coalition. Cllr Gibbons congratulated Cllr Hatton on being re-elected to Cornwall Council.
- By next Tuesday the Council would have sorted out how it would be run.
- The new structure of the Council, the main directorate and functions were explained.
- There were now nineteen Community Network Areas. Charlotte Chadwick had moved to the CPIR network area and Mark James would be the community network manager for Falmouth and Penryn, he was also the Area Manager for Cornwall.
- The consultation for the Cornwall Local Plan had finished. The final decision would be made by the Full Council in the autumn before it was submitted to the Secretary of State.
- He had spoken to several residents who had expressed concern regarding pot holes. He had spoken to the Highways department about the options available including signage, reducing the speed limit and pinch points. In response to a question he said that the highways department could not give timescales for repairing the pot holes once they had been reported.
- He had the equipment for the maintenance of the finger posts. He was happy to coordinate volunteers. It was agreed that the Clerk would put a notice on the notice board asking for volunteers.



- All Cornwall Councillors were obliged to attend Code of Conduct training. He was unsure whether this applied to Town and Parish Councils and asked the Clerk to confirm.
- The solar farm at Higher Tregarne had been completed. He was aware that the community contribution was being paid directly to Wendron Parish Council. All other community contributions were being managed by the Cornwall Community Foundation.
- Last November Cornwall Council launched a loan for renewable energy projects. He suggested that the Playing Field Committees should look into it.
- The Planning Committee had not been formed. Members of the committee would have to attend training. The first Planning Committee meeting was scheduled for the 3<sup>rd</sup> June 2013 and would include the planning application for Budock Vean Hotel.
- The Highways Inspector had completed a report on the roads from Truro to Mawnan Smith.

Cllr Gibbons expressed concern over the number of Cod Father signs displayed in the area especially as Mawnan was designated a Area of Special Control of Advertisements. Cllr Hatton said that highways would remove the signs. It was agreed that the Clerk would contact highways regarding the signs.

Cllr Lugg said that Cormac had left scalping and tarry waste on top of the hedges after completing the work at Bosanath.

**1307/05 DATE AND TIME OF NEXT MEETING**

The next meeting of Mawnan Parish Council will be held on Thursday 20<sup>th</sup> June 2013, commencing at 7.30pm in the Memorial Hall.

**1308/05 COMMENTS FROM THE PUBLIC**

Members of the public made the following comments:

- Budock Parish Council had erected a boundary stone within Mawnan Parish.
- They asked whether there would be any financial support available to the Emergency Planning Committee/
- The finger posts needed cleaning as they were green and mossy.
- They asked if Denis Gartside could be considered for the Community Award.

**1309/05 TO EXCLUDE THE PRESS AND PUBLIC FOR THE REMAINING ITEMS OF THE AGENDA/REMAINDER OF THE MEETING, BY REASONS OF THE CONFIDENTIAL NATURE OF THE BUSINESS**

It was proposed by Cllr Gibbons, seconded by Cllr Mrs Mason and

**1309/05.2 RESOLVED** that the press and public are excluded for the remainder of the meeting due to the confidential nature of the business to be discussed.

On a vote being taken the matter was approved unanimously.

1310/05 **TO RECEIVE THE NOMINATIONS FOR THE ANNUAL COMMUNITY ACHIEVEMENT AWARD AND AGREE THE RECIPIENT FOR THE AWARD**

It was proposed by Cllr Barnicoat, seconded by Cllr Lugg and

**1310/05.2** **RESOLVED** that the Annual Community Achievement Award is given to Denis Gartside.

On a vote being taken the matter was approved unanimously.

There being no further business the Chairman closed the meeting at 9.25pm.

Signed: ..... 20<sup>th</sup> June 2013  
Chairman