



MINUTES OF A MEETING OF MAWNAN PARISH COUNCIL HELD ON THURSDAY, MARCH 17TH, 2005 IN THE MEMORIAL HALL

PRESENT : Cllr D Gartside (Chairman), Cllrs Mrs M Briars, N Gilmore, C Hibbert, P Moyle, D O'Dell, R Sadler, R South

PUBLIC COMMENT ON ITEMS ON THE AGENDA (this item will not exceed 10 minutes)

There were no comments from the public in items on the agenda.

123/04 TO ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr M Dearnley.

124/04 DECLARATIONS OF INTEREST

a) In Items on the Agenda

Item 8 a) ii, iv, and vi	Cllr N Gilmore	Personal Interest
Item 5 f)	Cllr R Sadler	Personal interest

b) Of gifts of a value of more than £25

There were no declarations of gifts of a value of more than £25.

125/04 TO CONFIRM MINUTES OF THE LAST MEETING

Item 120/04 – Finance and Payment of Accounts. Delete ‘seconded by Cllr Mrs Briars’ and insert ‘seconded by Cllr Dearnley’.

It was proposed by Cllr South, seconded by Cllr Dearnley and

RESOLVED that the Minutes of the meeting of February 17th, 2005 be approved and signed as a true record subject to the amendment above.

126/04 TO REPORT MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA (for information only.)

a) Mawnan Parish Plan

The Clerk reported that the statistical analysis of the plan had been received from the Cornwall Rural Community Council and copies had been circulated to Parish Plan Committee. An overview showed that there were several strong common themes which the community could address in the coming months. The Council expressed its thanks to Mrs Veronica Donohue and her team for their hard work in the production of the plan.

127/04 AGENDA ITEMS

a) Casual Vacancy on Parish Council – to report resignation of Cllr R Taylor

The Clerk reported the resignation of Cllr Taylor. The notice of election was now displayed and she advised that if an election was not called, the Council would be able to co-opt at its meeting in May.

b) To confirm appointment of Clerical Assistant

Cllr O'Dell introduced Mrs Louise Tuffrey who had been selected after interview as the Clerical Assistant to the Council. It was proposed by Cllr Mrs Briars, seconded by Cllr Hibbert and

RESOLVED that

- i. Mrs Tuffery be appointed as Clerical Assistant to the Council for a trial period of six months with a view to making the appointment permanent.
- ii. The Clerk and Cllr O'Dell draft a contract of employment to cover the terms and conditions of the new post.

c) Parish Council office – to receive report from Clerk and approve purchase of office equipment

The Clerk confirmed that a working party of Cllrs Dearnley, O'Dell and South had been working on the establishment of the parish council office. The telephone line had now been installed and required trunking work totalling £125 + VAT. It was proposed that the Council phone number would be transferred to this line in due course. Office furniture totalling £330+VAT had been identified and that these costs needed to be approved by the Council in order to make the necessary purchases.

It was proposed by Cllr South, seconded by Cllr O'Dell and

RESOLVED that the Clerk be authorised to spend up to £475 on telephone and equipment for the parish office.

d) Parish Toilets – to receive tenders for the cleaning of the public toilets and award the contract for the period 2005/7

The Chairman asked council to approve that under the 1960 Public Admission to Meetings Act, this item be left to the end of the meeting.

e) Mawnan Fun Run – request for funding

As this event is now being organised by the Junior Playing Field Trust, it was no longer relevant for discussion at the council meeting.

f) To receive a letter from Mullion P C regarding services of the District Council

Cllr Sadler declared a personal interest.

Cllr Sadler reported that this letter had been passed to the respective Heads of Service for their responses and that he would ask that these be copied to the Council.

g) Traffic Calming

i) Speed Visor – a report by Cllr South

Cllr South reported that the visor was now in place and collecting data. He noted that the increased cost of this pole had not been justified and that he had asked for a refund of the additional charge.

ii) To consider carrying out a parish survey of roads to establish the condition of road and pavement surfaces.

The Clerk reported that there had been several areas reported to the County Council during the past month, including pot holes and disfigured road markings. The parish plan had also raised the issue of poor road surfaces through the parish. It had been suggested that the Council prepare a map of the parish highlighting areas of concern for the Highways Department in the hope that some progress could be made during the coming months.

Cllr South confirmed that he would raise this issue during discussions with his contacts at the Highway Department of the County Council.

h) Mawnan Parish Council Management Plan – a report by Cllr South

Cllr South reported that the Management Plan had been drafted and that it would be presented for consideration at the next meeting. He would be asking members to commit to responsibility for tracking items which fell in the remit of each portfolio holder.

i) Bridleway at Penwarne (Path No 3/Bridleway 11) – Proposed modification of Definitive Map of Public Rights of Way

The Council received a presentation from Mr P Mann who farms at Penwarne. He urged the Council to ensure that the land in question was not modified to be a bridleway on the grounds of safety. Cllr Mrs Briars explained that the intention of the proposal was to link a number of paths and bridleways and provide a route from Budock to Mawnan,

After some discussion on the history of the proposal and the benefits of the modification order, the Council recognised that the landowner's concerns were relevant but that without understanding the intention behind the proposal from Budock P C, it was difficult to make a clear decision.

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

RESOLVED that

- i. the Clerk write to Budock P C to request background information to the modification order
- ii. if no response was received within 10 days the Clerk was instructed to write to the Paths Officer, supporting the request that the part of the order crossing agricultural land at Penwarne become a footpath only (not a bridleway).

j) Police Attendance at Parish Council Meetings – to receive a report from Inspector Bolt, Helston Police Station

Inspector Bolt had announced that P C Whyte would no longer be able to attend council meetings on a regular basis. The Clerk reported that P C Whyte had expressed his serious disappointment at these actions and concern for the future of good policing relationships in the parish. The Council were alarmed at the proposal

particularly in light of the excellent progress made in policing local issues in the past year. Particular progress had been made in problem areas and P C Whyte's attendance had provided an access point for contact with the public.

It was proposed by Cllr Gartside, seconded by Cllr Sadler and

RESOLVED that Inspector Bolt be invited to attend the next available council meeting to update the council and the community of the proposals for the policing of Mawnan Smith.

128/04 CORRESPONDENCE

A schedule of correspondence was circulated and a copy is attached to these minutes as a record.

- County Council Paths Annual Meeting – Cllr Mrs Briars to attend
- ReZolve information on waste – it was agreed to circulate the correspondence to all members.

129/04 REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

a) County Council

- Waste – that waste was a growing problem for the county and that the increased levels of consultation may lead to more delay in the dealing with the issues.
- Tetra – the County Council had written to the Office of the Deputy Prime Minister asking that the operators cease erection of further masts until a full rolling consultation had taken place with the local authorities to establish a county plan and requirement for the system. The County Council was unhappy that MM02 had been able to ignore the planning system.

b) District Council

- Tetra – Cllr Hatton confirmed that the members of the Planning Committee at Kerrier had refused the application for a mast at Treworval and that they had asked officers to carry out enforcement action. The applicant now had 90 days in which to make an appeal. Cllrs Clayton and Hatton were co-ordinating Kerrier's potential response to an appeal and that they would be asking that any appeal be held by Public Enquiry.
- Beacon Status – Cllr Sadler reported that Kerrier D C had been awarded Beacon Status for its sustainable energy plan.
- Opening of University College Falmouth – Cllr Sadler reported that he had attended an excellent evening with music to launch the new University College, Falmouth. He congratulated Cllr Gartside for the organisation of an excellent event.

130/04 PLANNING APPLICATIONS

a) To Consider Planning Applications Received From The District Authority

Cllr Gilmore declared a personal interest in items a) ii, v and vi

- PA05/00221/F Mr & Mrs Thomas, 9 Trevena Gardens, Mawnan Smith – Erection of a conservatory extension to dwelling NO OBJECTIONS**
- PA05/H0009 Mr & Mrs D Grylls, Clare Cottage, Durgan – Listed**

- Building Consent for the re roofing and replacement of guttering to dwelling** The Council requested a site meeting to be held on March 24th, 2005.
- iii) **PA05/00268/F Mr & Mrs A Tully, Tre Vrea, Sampys Hill, Mawnan Smith – Erection of a conservatory extension to dwelling NO OBJECTIONS**
- iv) **PA05/00303/F Rowe Holdings, West Bay Hotel, Maenporth Road, Maenporth – Demolition of former hotel and erection of nine holiday apartments** The Clerk confirmed that she had arranged a site meeting on Thursday, March 24th, 2005 at 5pm as previously agreed with local residents.
- v) **PA05/00302/F Mr G Minto, 5 Trevena Gardens, Mawnan Smith – Erection of a garden shed for occupational therapy NO OBJECTIONS**
- vi) **PA05/00281/F Mr P Myners, Rashleigh Cottage, Durgan – Erection of an extension to dwelling** The Council requested a site meeting to be held on March 24th, 2005.

131/04 FINANCE AND PAYMENT OF ACCOUNTS

a) To Approve Accounts for payment

It was proposed by Cllr Hibbert, seconded by Cllr Mrs Briars and

RESOLVED that accounts totalling £2037.81 be approved for payment.

b) To appoint Internal Auditor for the financial year 2004/5

The Clerk reported that she had approached Mrs P Kirkham to act as Internal Auditor for the year ending March 31st, 2005 and was awaiting a response. It was proposed by Cllr South, seconded by Cllr Sadler and

RESOLVED that (subject to her consent) Mrs P Kirkham be appointed as Internal Auditor for 2004/5.

c) Staff Salaries and Contracts of Employment

The Chairman asked council to approve that under the 1960 Public Admission to Meetings Act, the item be left to the end of the meeting.

- i) **To establish a Staffing Committee to NALC/SLCC Clerk's Salary, Terms and Conditions – to approve process for the review and bench marking of the post of Clerk to the Council and establish salary scale recommendations.**

- ii) **To draft contract, terms and conditions for the Clerical Assistant.**

132/04 REPORTS FROM COMMITTEES AND REPRESENTATIVES

a) Trees

The Clerk reported on the decision of Cornwall County Council to fell the macrocarpus tree on Grove Hill over the weekend of March 19th/20th, 2005. There had been great public outcry over this action and as a result she had been able to get a postponement of the work and a commitment from Mr O Bennett, County Forester, to meet with the Council before any further action was taken.

The Clerk also advised that the Council should make representations to the County Forester, that by being a Quality Status council, we should receive copies of any survey of street trees in the parish.

Tree planting at Nansidwell – Cllr South confirmed that he had not received the gift of funds promised and asked that the Council consider paying for the trees from its Mawnan in Bloom fund. It was proposed by Cllr Sadler, seconded by Cllr Briars and

RESOLVED that the Council pay a total of £80 for tree planting by Cornwall County Council at Nansidwell.

b) Paths

Cllr Mrs Briars confirmed that she was making enquiries regarding the resurfacing of path 16 at Field Place.

c) Anna Maria Creek/Helford River Association

Cllr Hibbert reported that he had attended a meeting held in Port Navas Village Hall with all the parties interested in the future of Anna Maria Creek. The meeting was co-ordinated by Cycleau and had gathered together the statutory bodies responsible for the maintenance of the creeks of the Fal and the Helford Rivers. The meeting had tried to establish the roles and responsibilities of the various groups but unfortunately despite having a major role, the Duchy had not attended. Further meetings will be held.

133/04 DATE AND TIME OF NEXT MEETING

The next meeting will be held on Thursday, April 21st, 2005 at 7.30pm. The Clerk reminded all that the Annual Parish Meeting will be held on Thursday, May 19th at 7pm in the Memorial Hall.

COMMENTS FROM THE PUBLIC

- **Hedgerow litter** – concerns were raised about the litter left in hedgerows around the village, particularly after the recycling collection on alternate Tuesdays. The Clerk was asked to raise the issue with Phil Walsh at Kerrier D C and report back to the council.
- **Bosveal Car Park** - vandalism at the car park had resulted in the honesty box being stolen. It was also noted that the honesty box at the church had been stolen.

Under the 1960 Public Admission to Meetings Act, the Chairman moved that the public and press be excluded from the remainder of the meeting to discuss staff contracts and the award of a tender.

127/04 d) Parish Toilets – to receive tenders for the cleaning of the public toilets and award the contract for the period 2005/7

The Annual Contract for the cleaning of the public toilets and maintenance of the public open spaces was awarded to Mr E Payne at a cost of £2184 per annum. The Clerk was instructed to draft a contract for the work and to make the keys and necessary cleaning materials available to the new contractor.

131/04 c) Staff Salaries and Contracts of Employment

The Clerk advised that with the appointment of the Clerical Assistant and a new contractor for the cleaning of the toilets, there were staffing and contractual issues which would be better discussed in committee. She

therefore advised the council to consider the establishment of a small Staffing Committee.

The Clerk and the Clerical Assistant left the meeting.

i.To establish a Staffing Committee to NALC/SLCC Clerk's Salary, Terms and Conditions – to approve process for the review and bench marking of the post of Clerk to the Council and establish salary scale recommendations.

The Council agreed to set up a small committee of four members to deal with staffing and contractor issues.

ii.To draft contract, terms and conditions for the Clerical Assistant.

This item was referred to the newly formed Staffing Committee.

Signed : April 21st, 2005
Chairman