



MINUTES OF A MEETING OF MAWNAN PARISH COUNCIL HELD ON THURSDAY, 18TH JULY 2013 IN MAWNAN MEMORIAL HALL

PRESENT: Cllrs Gibbons (Chairman), Sadler (Vice Chairman), Barnicoat, Mrs Lawry, Mrs Loomes, Mrs Mason and Moyle

ALSO PRESENT: Ms S Willsher, Clerk; Mr M James, Cornwall Council and nine members of the public

The Chairman explained the safety procedures.

1341/05 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Miss George and Lugg.

1342/05 MEMBERS TO DECLARE DISCLOSABLE PECUNIARY AND NON-REGISTERABLE INTERESTS (INCLUDING THE DETAILS THEREOF) IN RESPECT OF ANY ITEMS ON THE AGENDA AND ANY GIFTS OR HOSPITALITY EXCEEDING £25

There were no interests declared.

1343/05 TO CONSIDER REQUESTS FROM COUNCILLORS FOR DISPENSATIONS

There were no requests from Councillors for dispensations.

1344/05 TO DISCUSS WITH MARK JAMES, COMMUNITY NETWORK MANAGER, THE NEIGHBOURHOOD DEVELOPMENT PLAN AND ANY OTHER BUSINESS

Mr James thanked the Council for inviting him to the meeting, he introduced himself and explained his role as Community Network Manager; he reassured everyone that he was here to work with the Parish Councils and Cornwall Councillors.

Mr James explained the Neighbourhood Planning process; he was the main liaison for the Parish Council. Ms Chloe Pitt had been promoted to Neighbourhood Planning Officer. There were seven front runners and there had been about seventy expressions of interest in Cornwall. Neighbourhood Development Plans had to adhere to the National Planning Policy Framework (NPPF) and the emerging Cornwall Local Plan. There were about fifteen well progressed plans, some plans were being completed in clusters.

Cllr Gibbons explained the background to the Mawnan Neighbourhood Development Plan, the steering group and the difficulties that had been

encountered. He had attended training courses of Neighbourhood Development Planning and felt that the process was arduous and the process would take a long time. The Council had considered whether a Neighbourhood Development Plan should be completed for Mawnan and it was decided that it was a good thing to do to help protect the parish. The Council planned to hold an open day to explain the process, to recruit members onto the steering group and gather ideas; a leaflet advertising the event had been drafted the Council just needed to set a date.

A member of the public said that they had spoken to the Vice Chairman for the Preservation of Rural England and it had been suggested that plans should focus on land use and should not be complicated. Sites should be identified for future needs, it could be beneficial to work with neighbouring parishes as some of the issues may overlap.

In response to a question Mr James said that he would confirm whether Mawnan as a front runner could amend their bid for funding and work in a cluster with neighbouring parishes. The potential advantages and disadvantages of forming a cluster to complete a Neighbourhood Development Plan were discussed.

Mr James said that there was a lot of information on Neighbourhood Development Plans on the Cornwall Council website.

Cllr Sadler said that the road between Budock Vean Hotel and Anna Maria Creek was in very poor condition, it was a well used road and needed some maintenance work completed.

Mr James explained the different ways issues could be reported to Cornwall Council, including the 'report it' function on the website. He explained the logic behind Cornwall Councils reporting mechanisms.

Mr James left the meeting at 8pm.

1345/05 TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON THE 20TH JUNE 2013 AND THE CHAIRMAN TO SIGN THEM

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

1345/05.2 **RESOLVED** that the minutes of the Full Council meeting held on the 20th June 2013 are received and approved and signed by the Chairman.

On a vote being taken on the matter there were 6 votes FOR and 0 votes AGAINST.

1346/05 TO REPORT MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA, FOR INFORMATION ONLY

Cllr Gibbons reported that he had had correspondence with Cornwall Council regarding the community monies from the solar farm; Cornwall Council's preferred option was that the Parish Council received and distributed the grants within set guidelines and audit procedures.

1347/05 PUBLIC COMMENTS ON ITEMS ON THE AGENDA

There were no comments from the public.

1348/05 TO RECEIVE A REPORT FROM THE POLICE

The Clerk spoke to the report received from the police. Since the last meeting on the 20th June 2013 there had been two crimes reported in the parish. A man failed to comply with a notification order and had been arrested. A hire boat was not returned to a business on the Helford but was recovered within two days after having been abandoned. There were further calls after a very sizeable tree came down at Durgan; a damage only road collision; a concern for an elderly lady, she was fine; a dispute over dog ownership; two separate false alarms ringing; a hot dog left in a car; several calls of poachers on the Helford illegally fishing; a suspicious male around a property and a vehicle out of fuel in a private road. There were two calls in relation to anti-social behaviour; a beach party near Polwidden Cove and a disagreement between drivers in a stand-off at Durgan on the single track. Local police continued to tackle parking issues at Durgan. Most noticeable was that many of the vehicles are of persons from neighbouring villages. Patrols would be further enhanced to tackle the issue at the request of residents facing problems on the single track road. PCSO Gardiner was also planning further speed work in the village to address concerns noted at the June meeting on speeding vehicles.

Boat owners check if buying marine equipment at www.stolenboats.org.uk – an online database of stolen boats and marine equipment. Only police and insurance companies could add to the database so report to the police to. If anyone had information on illegal activities in the area please call the local policing team on 101.

1349/05 TO RECEIVE AN UPDATE FROM THE CLERK ON OFFICE ACCOMODATION, APPROVE FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

The Clerk reported that she had completed a Land Registry search on the land at the public conveniences and confirmed that the whole area was owned by Mawnan Parish Council. She had spoken to surveyors and had received a quote for a survey to be completed on the area to enable plans to be drawn up.

Cllr Gibbons said that timescales for actions was important as the Clerk was working without telephone or internet whilst she was in the Rendlesham Room.

Members suggested that a separate building was considered for the area of land adjacent to the public conveniences and that the internal layout of the

public conveniences was assessed to see if it could be altered to accommodate an office.

Further to discussion:

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

- 1349/05.2** **RESOLVED** that the Clerk, Chairman and Vice Chairman are given the delegated authority to appoint a surveyor to survey the area of land at the public conveniences upto a maximum of £500.

On a vote being taken the matter was approved unanimously.

- 1350/05** **TO RECEIVE AN UPDATE ON THE CONDITION AND MAINTENANCE REQUIREMENTS FOR THE PUBLIC CONVENIENCES AND BUS SHELTER, AGREE FUTURE ACTIONS AND ASSOCIATED EXPENDITURE**

Cllr Gibbons spoke to the report circulated to members. Cllr Sadler said that the bus shelter was in the wrong place for the bus stop and suggested that it could be converted and/or extended to make into a Council office and that a more modern bus shelter was erected at the bus stop. Cllr Moyle felt that if a new bus shelter was erected it should be in keeping with the area.

It was agreed to let the surveyor complete the survey, the seat in the bus shelter would be looked at and this item would be deferred until the September meeting.

- 1351/05** **TO REVIEW THE BANK SIGNATORIES**

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

- 1351/05.2** **RESOLVED** that all councillors are bank signatories and that the mandate is updated appropriately.

On a vote being taken the matter was approved unanimously.

- 1352/05** **TO RECEIVE THE EXTERNAL AUDITORS REPORT AND AGREE ANY FUTURE ACTIONS**

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

- 1352/05.2** **RESOLVED** that external auditors report is received and that there are no future actions.

On a vote being taken the matter was approved unanimously.

1353/05 TO RECEIVE AN EMAIL FROM MR BEN DICKINSON, WEST AREA 2 HIGHWAY MANAGER, IN RESPONSE TO HIGHWAYS MATTERS INCLUDING SPEEDING ISSUES RAISED AT THE JUNE FULL COUNCIL MEETING AND AGREE ANY FUTURE ACTIONS

Cllr Gibbons spoke to the email received from Mr Dickinson.

1354/05 TO AGREE THE MAINTENANCE REQUIREMENTS FOR THE NEW GRAVEYARD AND AGREE FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE

It was agreed to defer this item until the September so that information on the maintenance regime of the current graveyard could be sought.

Cllr Sadler said that he was concerned about the condition of the graveyard. There were people willing to contribute towards the maintenance of the graveyard to ensure that they could access their family graves.

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

1354/05.2 RESOLVED that Cllrs Mrs Lawry, Moyle and Sadler meet with Mawnan PCC to discuss the current maintenance regime, concerns regarding the condition of the graveyard and future maintenance requirements.

On a vote being taken the matter was approved unanimously.

1355/05 TO CONSIDER WHETHER PARISH COUNCILLORS SHOULD BE TRUSTEES OF THE CARWINION PLAYING FIELDTRUST AND THE JUNIOR PLAYING FIELD TRUST

It was agreed to defer this item until the September meeting so that the trust documents could be checked.

1356/05 TO CONSIDER APPLYING FOR A TREE PRESERVATION ORDER (TPO) FOR THE TREES ON SAMPYS HILL – CLLR MOYLE TO REPORT

Cllr Moyle reported that he had been approached by members of the parish who had asked if it was possible to get a TPO on the trees on Sampys Hill. He explained that the trees had been planted for the Queens Coronation sixty years ago. The row of trees needed to be tidied up maintained, preserved and replaced. They were an important feature of the village. Further to discussion:

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

1356/05.2 RESOLVED that the Clerk works with Cllrs Mrs Loomes and Moyle to apply for a TPO for the whole row/line of trees on Sampys Hill including 2 Limes, 2 Copper Beech, all of the Cherry Trees and the Zorbus.

On a vote being taken the matter was approved unanimously.

1357/05 TO RECEIVE AND APPROVE THE DRAFT TERMS OF REFERENCE FOR THE EMERGENCY PLANNING COMMITTEE

Cllr Mrs Mason said that there was an emerging Cornwall Council Community Emergency Relief Response Group. It was noted that Constantine Parish Council had compiled a good emergency plan.

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

- 1357/05.2** **RESOLVED** that Emergency Planning Committee look at and discussed the draft terms of reference and that the Clerk contacts Constantine Parish Council to discuss their plan and the process they used to compile it.

On a vote being taken the matter was approved unanimously.

1358/05 TO NOTE PLANNING DECISIONS RECEIVED FROM CORNWALL COUNCIL

The Clerk spoke to the planning decisions received from Cornwall Council:

- PA13/04149 – Mr Jonathan Thornton, Mincarolo, Budock Vean Lane, Mawnan Smith – Felling of one Sessile Oak – APPROVED
- PA13/04704 – Mr Richard Turner, Navas Hill House, Bosanath Valley, Mawnan Smith – Felling of three sycamore trees – APPROVED
- PA13/02880 – Mr Martin Barlow, Budock Vean Hotel, Budock Vean Lane, Mawnan Smith – Proposal for 2 no. residential lets including associated car parking and landscaping – APPROVED
- PA13/04556 – Mr and Mrs Bulpin, 2 St Annes, Grove Hill, Mawnan Smith – Proposed kitchen and dining room extension - APPROVED

1359/05 TO NOTE PLANNING ENFORCEMENT COMPLAINTS RECEIVED FROM CORNWALL COUNCIL

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

1360/05 TO NOTE ANY PRE-APPLICATION MEETINGS HELD SINCE THE LAST MEETING OF THIS COUNCIL

There had not been any pre-application meetings held since the last meeting of this council.

1361/05 TO RECEIVE CORRESPONDENCE AND AGREE RESPONSES IF APPROPRIATE

The following correspondence had been received:

- Famouth Town Council's annual report
- Cornwall Council – seagull proof sacks were now available for Town and Parish Council to buy in bulk to sell on locally

- Reports of antisocial behaviour at the public conveniences and the toilets not being locked in the evenings.

1362/05 TO RECEIVE AND APPROVE THE STATEMENT OF PAYMENTS, RECEIPTS AND BANK RECONCILIATION FOR THE MONTH OF JUNE 2013

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

1362/05.2 RESOLVED that the statement of payments, receipts and bank reconciliations for the month of June 2013 are received and approved.

On a vote being taken the matter was approved unanimously.

1363/05 TO APPROVE THE PAYMENT OF ACCOUNTS IN JULY 2013

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

1334/05.2 RESOLVED that accounts totalling £6,292.20 (excluding VAT) are approved for payment in July 2013 except the Cornwall Council invoice for the uncontested election; the Clerk, Chairman and Vice Chairman are given the delegated powers to approve the payment once the invoice had been looked into further. (a list of accounts are attached to these minutes).

On a vote being taken the matter was approved unanimously.

1364/05 TO AUTHORISE THE PAYMENT OF ACCOUNTS IN AUGUST 2013 DURING RECESS AND THAT ALL PAYMENTS WILL BE RATIFIED AT THE SEPTEMBER MEETING

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

1317/05.2 RESOLVED that the Clerk, Chairman and Vice Chairman are given the delegated authority to approve the payment of accounts in August 2013 and that all payments will be ratified at the September Full Council meeting.

On a vote being taken the matter was approved unanimously.

1365/05 REPORTS FROM COMMITTEES AND REPRESENTATIVES

Cllr Mrs Loomes reported that the tree was still obstructing footpath 10 through Meudon Woods. It was agreed that the Clerk would chase this up through Mark James.

It was agreed that there would be an item on the September agenda to appoint members to outside bodies.

1366/05 REPORT FROM CORNWALL COUNCIL WARD MEMBER

Cllr Hatton reported that:

- He was happy to help/assist with emergency planning; Constantine Parish Council had a plan.
- There were some parish councils who were either considering or who had taken over the maintenance of closed churchyards. He explained the current maintenance system.
- The planning application for the Budock Vean Hotel was decided under delegated powers despite all of the objections.
- Developers were pre-empting the Cornwall Local Plan; and example was the recent planning approval for Kergilliack which was in Budock Parish, it was in Falmouth's interest and would disturb the parish boundaries.
- He suggested that the council considered managing the community contribution from the Higher Tregarne solar farm.
- The community grant scheme had been reinstated; there was £3,000 for 2013/2014 and £2,195 for 2014/2015/
- He had arranged a meeting with Mark James to discuss how the Community Network would work.

1367/05 DATE AND TIME OF NEXT MEETING

The next meeting would be held on Thursday 19th September, 7.30pm in Mawnan Memorial Hall.

1368/05 COMMENTS FROM THE PUBLIC

Members of the public made the following comments:

- A member of the public volunteered to organise for the group of people who painted the finger posts a few years ago to paint them this year. Cllr Gibbons thanked them.
- There were concerns regarding Cornwall Council cutting hedges in the area; a few years ago they had caused a lot of damage to the hedges and had promised to give notice before they cut any hedges in the area in the future.
- It was suggested that a dry, high area of land was considered as part of the Emergency Plan for helicopters to land on.
- It was also suggested that the Council applied for ownership of the land on Sampys Hill where the trees were planted as the Council had maintained the area for a number of years.

1369/05 TO CO-OPT A MEMBER ONTO THE COUNCIL

It was agreed to defer this item until the September meeting.

1370/05 THAT THE COUNCIL RESOLVES UNDER THE 1960 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, TO EXCLUDE THE PRESS AND PUBLIC DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED

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

1370/05.2 RESOLVED that under the 1960 Public Bodies (Admission to Meetings) Act that the press and public are excluded due to the confidential nature of the business to be discussed.

On a vote being taken the matter was approved unanimously.

1371/05 TO APPROVE THE TENDER DOCUMENTS FOR THE MAINTENANCE OF THE PUBLIC TOILETS AND PUBLIC AREAS, AGREE WHERE TO ADVERTISE, DEADLINES AND ASSOCIATED EXPENDITURE

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

1371/05.2 RESOLVED that the contract would be for one year with the option to extend for a further three consecutive years with a price review in the second year; the tender would be advertised on the notice board; the Clerk, Chairman and Vice Chairman were given delegated powers to appoint a contractor and the decision would be ratified at the September meeting.

On a vote being taken the matter was approved unanimously

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

Signed: 19th September 2013
Chairman

Accounts for Payment - July 2013					
Cheque No	PAYE	Expense	Nett Total (exc VAT)	VAT	Total (inc VAT)
2153	K C Payne	Cleaning Duties & Cleaner	£163.00		£163.00
2154	Martin Luck Group Ltd	Printing Annual Report	£181.00		£181.00
2155	Martin Luck Group Ltd	Stationery	£92.34	£18.47	£110.81
2156	S Willsher	Salary & Expenses	£551.88		£551.88
2157	Martin Luck Group Ltd	Toilet Rolls	£31.98	£6.40	£38.38
2158	S Willsher	Expenses	£6.00		£6.00
2159	Cornwall Council	Uncontested election expenses	£141.00		£141.00
2160	Grant Thornton UK LLP	External Audit	£300.00	£60.00	£360.00
2161	Carwinion Playing Field Trust	Grant	£2,850.00		£2,850.00
2162	Junior Playing Field Trust	Grant	£1,975.00		£1,975.00
	TOTAL FOR PAYMENT		£6,292.20	£84.87	£6,377.07