



MINUTES OF A MEETING OF MAWNAN PARISH COUNCIL HELD ON THURSDAY 21st MAY 2015 IN THE MAWNAN MEMORIAL HALL

PRESENT: Cllrs Gibbons (Chairman), Barnicoat, Mrs Mason, Moyle, Nash, Robinson, Sadler & White

APOLOGIES: Miss George

ALSO PRESENT: Mrs L Clements, Clerk and 13 members of the public

The Chairman explained the safety procedures.

1930. TO ELECT A CHAIRMAN FOR THE MUNICIPAL YEAR 2015/2016 AND SIGNING OF THE DECLARATION OF ACCEPTANCE OF OFFICE

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

RESOLVED that Cllr Sadler is elected as chair
on a vote being taken the matter was approved unanimously

Cllr Gibbons tendered his resignation to the council and left the meeting.

Cllr Sadler asked that appreciation on behalf of the entire council be noted for the works and commitment of Mr Gibbons as chair.

1931. TO RECEIVE APOLOGIES FOR ABSENCE

Miss George

1932. MEMBERS TO DECLARE ANY DISCLOSABLE PECUNIARY AND NON PECUNIARY INTERESTS AND ANY GIFTS RECEIVED

None noted

1933. TO CONSIDER REQUESTS FROM COUNCILLORS FOR DISPENSATIONS

None noted

1934. TO APPOINT A VICE CHAIRMAN FOR THE MUNICIPAL YEAR 2015/2016

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

RESOLVED that Cllr Moyle is elected as vice chair
on a vote being taken the matter was approved unanimously

1935. TO PRESENT THE COMMUNITY ACHIEVEMENT AWARDS FOR 2015

Due to unforeseen circumstances Beth Lawry was unable to attend the meeting as expected. Arrangements to present the Community Achievement Award to Beth & Percy will be made as soon as possible.

1936. TO RECEIVE A REPORT FROM THE POLICE

PSCO Ashley Fuller's first report was read out along with details of his appointment.

1937. TO RECEIVE A REPORT FROM THE GRAVEYARD COMMITTEE

Report from Cllr Mason on the New Graveyard was read. (listed at end of minutes)

Summarised information– walk through and rough new plan details agreed. Head to Toe placement of graves starting top right (near childrens' site) with virgin soil used for memorial placement.

Small memorials in new site or tablet on existing Garden of Remembrance to be offered for cremation interments. It would promote the use of the site rather than showing solitary graves.

Existing path to the reinstalled, parallel to gatepost.

Cllr Moyle stated that he had been able to secure 5 tonnes of granite edging (sample shown) at £270 per tonne to form paths. Additional shipping/infill would then be required.

It was proposed by Cllr Mrs Mason, seconded by Cllr Sadler and **RESOLVED** that Financial Regulations 4.1, 10.1 & 11 be suspended to allow immediate actions to purchase granite edging.

on a vote being taken the matter was approved unanimously

It was proposed by Cllr Mrs Mason, seconded by Cllr Barnicoat and **RESOLVED** to purchase of granite edging (5 tonnes @ £270 per tonne) to create paths as specified as soon as possible

on a vote being taken the matter was approved unanimously

Cllr Mrs Mason requested that in light of the time constraints in relation to scheduling, procurement and undertaking of works that the remaining budget funds be delegated to the Burials Committee to use to ensure works are undertaken promptly.

It was proposed by Cllr Sadler, seconded by Cllr Barnicoat and **RESOLVED** that any remaining budget funds allocated for graveyard works be delegated to the Burials Committee

on a vote being taken the matter was approved unanimously

1938. PUBLIC COMMENTS ON ITEMS ON THE AGENDA

It was mentioned that the new style of Police Report appeared to provide very little information of use.

1939. TO RECEIVE AND APPROVE THE MINUTES OF THE FULL COUNCIL MEETING HELD ON THE 16th APRIL 2015 AND THE CHAIRMAN TO SIGN THEM

It was proposed by Cllr Nash, seconded by Cllr Robinson and **RESOLVED** that the minutes of the meeting held on 16th April 2015 be approved and signed by the Chair.

on a vote being taken the matter was approved

1940. TO REPORT MATTERS ARISING FROM THE MINUTES NOT ON THE AGENDA

Liaison for works on the Goldmartin Development (part of next item)

1941. TO CONFIRM STANDING COMMITTEES FOR THE MUNICIPAL YEAR 2015/2016

The Standing Committees for the year 2015/6 would be:

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

It was agreed to dissolve the following portfolios: Allotments; Planning & Local Development; Local Strategic Partnerships & The Environment, Waster & Recycling.

1942. TO APPOINT MEMBERS TO COMMITTEES FOR THE MUNICIPAL YEAR 2015/2016

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

RESOLVED to appoint Cllrs Robinson, Moyle, Mrs Mason, Nash & Miss George to the Office and Finance Committee for the municipal year 2015/2016.

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

RESOLVED to appoint Cllrs Moyle, Sadler & Mrs Mason to the Staffing Committee for the municipal year 2015/2016.

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

RESOLVED to appoint Cllrs Barnicoat, Moyle & White to the Emergency Planning Committee for the municipal year 2015/2016.

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

RESOLVED to appoint Cllr White to the Junior Playing Field & Carwinion Playing Field Trust Committee for the municipal year 2015/2016.

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

RESOLVED to appoint Cllrs Sadler & Moyle to the memorial Hall Committee for the municipal year 2015/2016.

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

RESOLVED to appoint Cllr Nash to the Helford Marine Conservation Group and the Helford River Association or the municipal year 2015/2016.

On a vote being taken the matters listed above were approved unanimously.

The full list of Standing Committees, Portfolios & members are listed at the end of these minutes.

1943. TO RECEIVE CORRESPONDENCE AND AGREE RESPONSES IF APPROPRIATE

Removed bin at Durgan – email read out for info. Mr & Mrs Lugg to keep an eye on situation.

Land @ Sampys Hill (Cherry Trees). It was agreed to continue with the Land Registry of this piece of land, despite information received from County Highways.

Purchase of a community defibrillator – this item is to be investigated and put onto the next agenda.

Code of Conduct – Cllr Mason has agreed to provide training before the next meeting to ensure Standing Orders are adhered to.

Meudon Woods – tree is still down blocking the path. It is the officially designated path as it is marked with a wooden acorn post.

Bosloe – cedar(?) tree down across path. Mr Lugg agreed to liaise with the National Trust to see if it could be dealt with.

1944. TO NOTE PLANNING DECISIONS RECEIVED FROM CORNWALL COUNCIL

List provided read out & listed at end of minutes. Tresooth refusal explained.

1945. TO NOTE PLANNING ENFORCEMENT COMPLAINTS RECEIVED FROM CORNWALL COUNCIL

None noted

1946. TO NOTE ANY PRE-APPLICATION MEETINGS HELD SINCE THE LAST MEETING OF THIS COUNCIL

None noted

1947. TO CONSIDER PLANNING APPLICATIONS RECEIVED FROM CORNWALL COUNCIL BY THE DATE OF THE MEETING

None received

1948. TO RECEIVE AND APPROVE THE STATEMENT OF PAYMENTS, RECEIPTS AND BANK RECONCILIATION FOR THE MONTH OF APRIL 2015

Read out.

1949. TO APPROVE THE PAYMENT OF ACCOUNTS IN MAY 2015

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

RESOLVED that accounts totalling £ £3,873.30 be approved for payment and duly signed.

on a vote being taken the matter was approved unanimously

1950. TO APPROVE A TRANSFER OF FUNDS BETWEEN BANK ACCOUNTS OF £15000

It was proposed by Cllr Sadler, seconded by Cllr Robinson and **RESOLVED** that a transfer of £15000 to the interest bearing account be made by the clerk

1951. TO CONSIDER ADDITIONAL GRANT APPLICATIONS RECEIVED FROM LOCAL ORGANISATIONS AND AGREE FUTURE ACTIONS:

It was proposed by Cllr Mrs Mason seconded by Cllr White and **RESOLVED** to donate £200 to the Mawnan Methodist Church

It was proposed by Cllr Barnicoat seconded by Cllr Mason and **RESOLVED** to donate £200 to the Helford River Scout Group on a vote being taken both resolution were approved unanimously

1952. REPORTS FROM COMMITTEES AND REPRESENTATIVES

Cllr White presented a preliminary report about the replacement of the equipment on the Junior Playing Field. He had found out that completely replacing all of the equipment would be extremely expensive and that grant funding is hard to source. He has, however, found out that a replacement scheme for equipment at Hendra Park, Truro is currently being undertaken at a cost of around £200,000. He thought that it might be possible to make contact with Truro to see what they intend to do with their current steel frame equipment which, although worn, is in a better state than what we have with an offer to buy some or all of it from them. Cllr Mrs Mason said that contact should be made with Richard Budge at Truro City Council who was in charge of park services and who might be able to offer advice. Cllr White agreed to make contact if details could be forwarded to him.

1953. REPORT FROM CORNWALL COUNCIL WARD MEMBER

The chairman welcomed newly elected Ward member, Cllr John Bastin. Cllr Bastin then introduced himself to the council. He stated that there is a big push on the 'Case for Cornwall' but that some of the foundations to this seem a little concerning, especially the devolution of the monies allocation to NHS healthcare in Cornwall. It would in effect have the NHS stopping at the Tamar. Public views on the proposed plan are being sought and there is a stakeholder meeting on 1st June at County Hall, Truro.

1954. DATE AND TIME OF NEXT MEETING

The next will be held at 7-30pm, on Thursday, 18th June 2015, in the Memorial Hall

1955. COMMENTS FROM THE PUBLIC

Mr Barbary was concerned about the manner in which Mr Gibbons left the meeting. He asked if anyone on the council could explain what had happened. Cllr Sadler explained that he had been asked if he would stand as chairman and had made Mr Gibbons aware of this by email. No further discussion about this had taken place. Everyone on the council was as equally unprepared for Mr Gibbons resignation, and were disappointed that he felt it necessary to leave the council completely.

It was requested that a formal letter of gratitude be sent to Mr Gibbons for all his works on the council.

Defibrillator – there is one in situ at the surgery, which is open from 8am until 1pm on weekdays. Within the past week there has been an incident at Port Navas.

Cricket Club grass cutting – excessive cutting left on outfield still. Why were they not being collected up as before? Clerk to find out if collecting the cuttings was possible from the contractor.

Meeting finished at 9.05pm

Signed..... 18th June 2015
(Chair)

ADDITIONAL DOCUMENTS

Pages 7 -13 .

Police Report; Planning applications summary; graveyard recommendations; representatives & portfolios 2015



Devon & Cornwall Police

Building safer communities together

Mawnan Parish council meeting Thursday 21st May 2015. Police report.

Report composed by PCSO 30640 Ashley Fuller

Firstly I would like to introduce myself to any of you that are not aware of who I am. I am Ashley Fuller, the new Police Community Support Officer for your area, and the majority of the rural areas around Penryn and Falmouth. I have been in the force for 2 years now, during that time I have worked in Falmouth town centre, the Boslowick area and rural area of Helston from Gweek, Wendron, down towards Penzance.

This Police report is based on figures of crime for the whole rural area around Penryn and Falmouth and will therefore give you a good scope of the crime trends that are happening in your community and the communities that are nearby.

There have been:

4 reports of violence with injury which is 1 more than April last year.

2 reports of violence without injury which is 2 less than April last year.

0 reports of rape which is 1 less than April last year.

1 report of other sexual offences which is the same as April last year.

0 reports of Burglary non-dwelling which is 3 less than April last year.

4 reports of vehicle offences which is 1 more than April last year.

6 reports of theft which is 1 more than April last year.

3 reports of criminal damage which is 5 less than April last year.

0 reports of public order offences which is 2 less than April last year.

0 reports of possession of drugs which is 1 less than April last year.

0 reports of other offences which is 1 less than April last year.

There was a total of 20 reported offences during April this year which is 12 less than April last year.

In regards to the trends of violence reports, the main crime reduction advice that I can give is to be wary of alcohol consumption and the demeanour of others while you are out socially or even in day to day routines. This is by no means a high figure so you don't need to be any more wary than normal.

In regards to the trends of theft, this is again a low figure but we would advice that you keep belongings out of site when they are left in vehicles and at home, keep doors locked when you are not at home and keep your vehicles as secure as possible.

The reports of criminal damage and vehicle offences will at times be linked due to people damaging vehicles so advice is again that you keep your vehicle secure and off the road where possible. Also don't leave valuable ornaments in the garden in clear view where possible so that people are less likely to damage them.

With all of these crime trends I would advise that if you see anything suspicious then call us on 101 or 999 and someone can be resourced to respond where possible. If it is something that I can deal with when I next check my emails or answer machine (on a daily basis or after days off or holiday) then please feel free to contact me by the following means:

30640@devonandcornwall.pnn.police.uk

01326 213411

01326 213455.

Replacement of an existing larger summerhouse with a smaller one
Avalon Maenporth Road Maenporth Falmouth Cornwall TR11 5HN

Ref. No: PA15/02471 | Received: Fri 13 Mar 2015 | Validated: Fri 13 Mar 2015 | Status: Approved with conditions

Proposed alterations to Pen-Meneth

Pen Meneth Bar Road Helford Passage Hill Mawnan Smith TR11 5LE

Ref. No: PA15/02375 | Received: Thu 12 Mar 2015 | Validated: Wed 18 Mar 2015 | Status: Approved with conditions

Demolition of existing study and utility block. Construction of new kitchen and utility with first floor master bedroom suite extension and external roof terrace. Alterations to the existing roof dormer on the southern elevation with the inclusion of 3 balconies. Extension on the East elevation and various internal alterations

Bodery Budock Vean Lane Mawnan Smith Cornwall TR11 5LH

Ref. No: PA15/02373 | Received: Thu 12 Mar 2015 | Validated: Tue 17 Mar 2015 | Status: Approved with conditions

To construct a two storey garage and study extension with balcony and to construct a replacement conservatory with balcony

Penmaen West Bay Maenporth Road Maenporth TR11 5HP

Ref. No: PA15/02250 | Received: Mon 09 Mar 2015 | Validated: Mon 09 Mar 2015 | Status: Approved with conditions

Conversion of barn and outbuilding to dwelling and storage

Meudon Farm Maenporth Road Maenporth Falmouth TR11 5HT

Ref. No: PA15/02140 | Received: Wed 04 Mar 2015 | Validated: Thu 05 Mar 2015 | Status: Approved with conditions

Construction of a two storey, four bedroom detached dwelling house and detached triple entry garage
Bosilliac Penwarne Road Mawnan Smith Cornwall TR11 5EN

Ref. No: PA15/01134 | Received: Thu 05 Feb 2015 | Validated: Wed 11 Feb 2015 | Status: Refusal

Pre application advice for residential development

Land Off Bickland Water Road Bickland Water Road Falmouth Cornwall

Ref. No: PA15/01131/PREAPP | Received: Thu 09 Apr 2015 | Validated: Mon 13 Apr 2015 | Status: Closed - advice given

Single storey rear extension to existing bungalow

Three Gables Grove Hill Mawnan Smith Cornwall TR11 5ER

Ref. No: PA15/03072 | Received: Tue 31 Mar 2015 | Validated: Mon 13 Apr 2015 | Status: Approved with conditions

Continued stationing of 5 residential caravans for a temporary period of 3 years.

Tresooth Fields Penwarne Road Mawnan Smith Cornwall TR11 5PF

Ref. No: PA15/02457 | Received: Fri 13 Mar 2015 | Validated: Fri 13 Mar 2015 | Status: Refusal - One reason for refusal

Demolition of existing dwelling and construction of a replacement dwelling

Creek Cottage Budock Vean Lane Mawnan Smith Cornwall TR11 5LH

Ref. No: PA15/02384 | Received: Thu 12 Mar 2015 | Validated: Fri 13 Mar 2015 | Status: Approved with conditions

Dear All,

The Burials Committee met with Stephen Penrose and Tim Lugg on Friday May 8th, to try and confirm arrangements for the layout of the churchyard. I promised to email some notes of our meeting so that this could go on the agenda for the next parish council meeting.

The main purpose of the meeting was to plan where the first burial should be cut and provide some measurement/datum for Tim to use whenever that happens. After much discussion the following was agreed :

- i) An area 7m x 5m be set aside at the top left hand corner as a children's cemetery. To be bordered on both sides by a layed path 2m wide.
- ii) A strip 5m wide, running the whole length of the new wall be set aside as the garden of remembrance. It was agreed that the garden would be 4m in depth and start 1m off the wall to allow for strimming and maintenance. It was further proposed that the plots be marked with small headstones set on virgin soil behind any casket (similar to Budock). This is easy to maintain and will be in keeping with the new burials.
- iii) A path of 2m to run parallel with the 5m strip to run up the whole length of the field, with a spur at right angles back to the wall to mark the edge between the children's cemetery and the garden of remembrance.
- iv) To keep a 2m grass strip between the edge of the path and the first grave, to allow for maintenance and easy access.
- v) That burials will be done head to toe up the field, facing east. The headstone will be set in virgin soil to prevent toppling.
- vi) Future cremations will be offered the choice of a tablet style interment in the existing garden, or the small headstone interment in the new cemetery. It was hoped in this way to make the field a little more welcoming to families.
- vii) There is a path running north/south along the edge of the dividing wall between the two grave yards, but the edge is not straight and slopes away. It was agreed that the edge of the path should run in line with the gate post and that the existing path should be scraped and cleaned, edged with a concrete kerb and then laid to match the path.
- viii) The entrance into the field needs to be faced up and made level so that the gradient is satisfactory for the undertaker during burials.

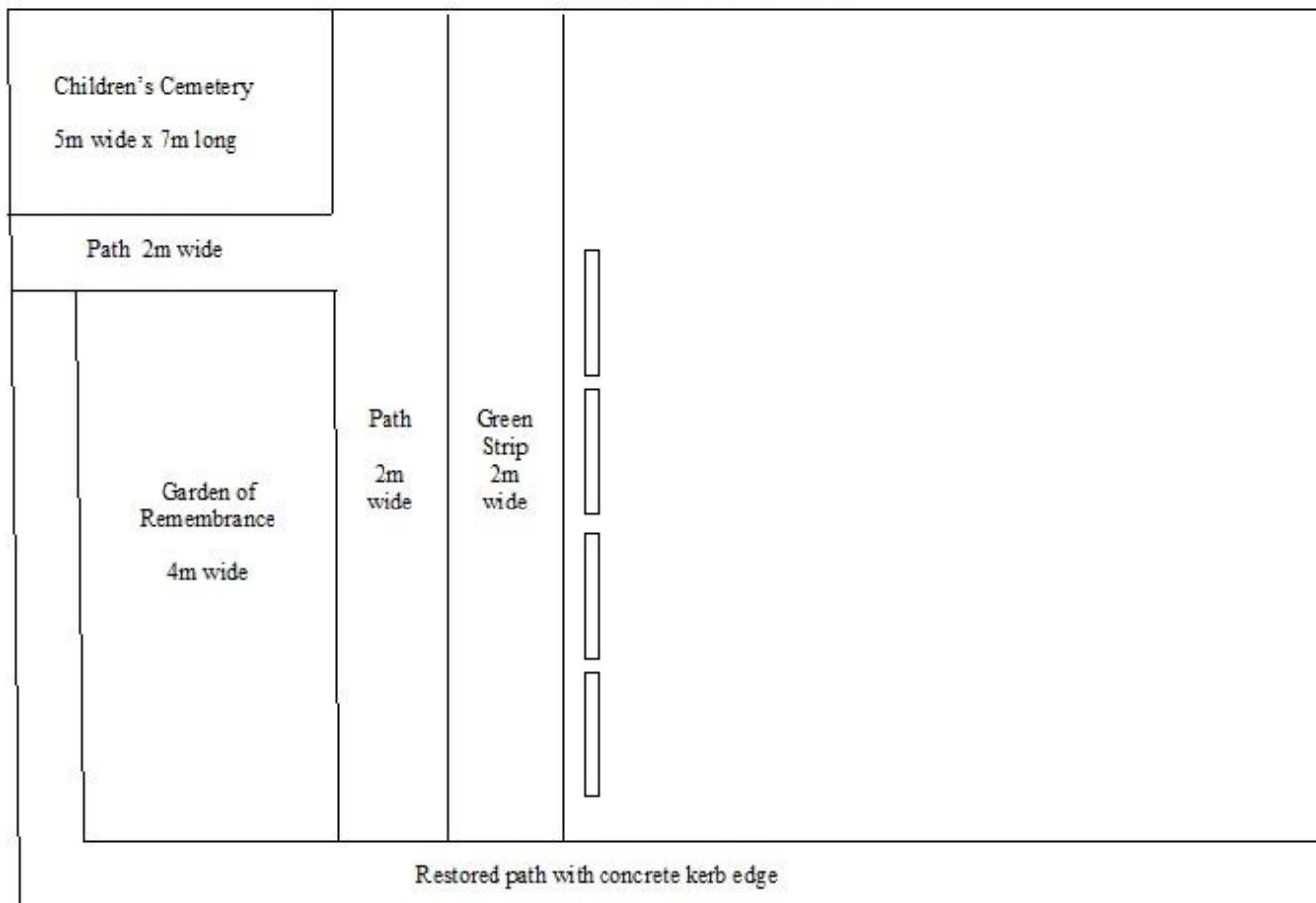
ix) Eventually it would be good to have a small supply of top soil stored somewhere to top up any sinking before it becomes too difficult to repair.

I think that this covers all of the points, I attach a rough plan (not to scale) which sums up the discussions. I hope to be at the next meeting but am going into hospital tomorrow for a couple of days.

Regards

Sarah Mason
10.5.15

Outline plan of new grave yard



MAWNAN PARISH COUNCIL

APPOINTMENT OF COMMITTEES AND REPRESENTATIVES 2015/16

COMMITTEE / OUTSIDE BODY	REPRESENTATIVES	COMMENTS
Planning Committee	All council members as required (quorum of 4)	Meets between Council Meetings, if required. Has delegated powers to pass observations to the Planning Authority, on behalf of the council.
Office and Finance Committee	Cllrs Robinson, Moyle, Mason, Nash & Miss George	Discusses Budget recommendations and passes to full Council for approval Discusses financial, procedural and administrative matters. Has no delegated powers, and makes recommendations to the Council.
Burials Committee	Cllrs Mrs Mason, Moyle, Barnicoat, Mr S Penrose, Tim Lugg & Clerk	Meets to agree procedures & initiatives to the workings of the new graveyard
Emergency Planning Committee	Cllrs Sadler & Mason	Only meets in an emergency situation, such as natural disaster, terrorism threats, etc.
Staffing Committee	Cllrs Mrs Mason, Moyle & Sadler	Only meets to interview when new members of staff are required.

OUTSIDE BODY	REPRESENTATIVES	COMMENTS
Junior Playing Field & Carwinion Playing Field Trusts	Cllr White	These are charitable Trust which own and manage the Junior and Carwinion Playing Fields, in Mawnan Smith.
Memorial Hall Committee	Cllr Moyle	Manages all aspects of the operation of the Memorial Hall, in Mawnan Smith.
Rendlesham Trust	Cllrs Sadler & Barnicoat	Offers financial support to the needy in Mawnan Smith.
Helford Marine Conservation Group	Cllr Nash	Seeks to preserve the underwater marine environment of the Helford River.
Helford River Association	Cllr Nash	Seeks to preserve the natural ambience around the Helford River.

MAWNAN PARISH COUNCIL

PORTFOLIOS OF

Please note that portfolio holders are responsible for coordinating activities on behalf of the Parish Council, but **do NOT have any delegated decision making or financial powers.**

PORTFOLIO	COUNCILLOR	COMMENTS
Chair of Junior Playing Field & Carwinion Trusts	Cllr Sadler	Administration of the Trusts, including grant applications. Note that the Parish Council is NOT responsible for the Trusts.
Treasurer of Carwinion Trust	Clerk	
Chair of Office & Finance Group	pending 1 st meeting	Administration of the Office & Finance Group, including chairing meetings to discuss financial, procedural and administrative matters.
Footpaths & Tree Warden	Vacant – readvertised on noticeboard	Liaison with Cornwall CC and the Parish Council's maintenance contractor, regarding all aspects of Rights of Way and Trees.
Transport, Highways & Police Liaison	Clerk	Liaison with County Highways and the Police, including road condition, signage, speeding and traffic calming measures.
Graveyard Burials Officer	Clerk	Liaison with the Church, Cornwall Council & National Trust, with respect to the Compulsory Purchase of land to extend the graveyard.
Youth Liaison	Cllr White	Liaison with the Youth Club leaders and School on any issues concerning young people.
Goldmartin Development Liaison	Cllr Sadler	To liaise between developers, Cornwall Council & parish on the Goldmartin development
Cemetery Liaison	pending meeting	Liaison between Parish Council & Church/ Diocese on upkeep & maintenance issues