

17th July 2020



Dear Councillor,

You are summoned to attend a meeting of Mawnan Parish Council Office and Finance Committee on Thursday 23rd July at 8.00pm online via ZOOM.

Because of restriction put in place due to Covid-19 the April meeting of the O&F committee was cancelled, with all matters devolved to the next meeting (when applicable). As a consequence the elected chairman will continue until April 2021.

Yours faithfully,

A handwritten signature in cursive script that reads "Lisa Clements".

**Lisa Clements
Clerk to the Council**

Online agenda

1. **TO RECEIVE APOLOGIES FOR ABSENCE**
2. **MEMBERS TO DECLARE ANY INTERESTS IN THE ITEMS ON THE AGENDA (OVER £50) OR REQUEST DISPENSATIONS**
3. **PUBLIC COMMENT ON ITEMS ON THE AGENDA**
4. **TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THIS COMMITTEE HELD ON THE 23rd JANUARY AND THE CHAIRMAN TO SIGN THEM**
5. **TO BE ADVISED OF ANY INFORMATION PERTAINING TO PREVIOUS MINUTES, AMENDMENTS AND ACTIONS AGREED THEREIN.**
6. **REVIEW OF BUDGET FOR 2019/20 GIVEN END OF YEAR FIGURES RECEIVED**
7. **REVIEW OF CURRENT BUDGET POSITION 2020/21 (1st quarter) AND DISCUSSION OF ANY SIGNIFICANT ISSUES OR AMENDMENTS FORESEEN**

Item 4 – minutes from first online parish meeting which have yet to be agreed.

Item 5 – Matters arising

Item 6 – 3 outstanding planning application. Report from Cllr Marsden on site visit with planning officer for Land at Rosemaen (circulated already).

Planning decision to date: March to Jul 2020

Items in red are summaries of conditions applied to applications, other than the conditions within 3 years & as to provided plans (Tree works are 2 years & to BS3998 standards)

Ref. No: PA20/03777 | Received: Tue 05 May 2020 Status: **Approved with conditions**

Helford Point Trehunsey Close Mawnan TR11 5HW

Proposed rear extension, addition of rooflights and other minor modifications to the existing dwelling.

Ref. No: PA20/03314 | Received: Fri 17 Apr 2020 Status: **Approved with conditions**

Twitten Edge Budock Vean Lane Mawnan Smith TR11 5LQ

Removal of existing terrace and replacing with new tiled roof and addition of window to west elevation and door to south elevation

Ref. No: PA20/03103 | Received: Tue 07 Apr 2020 Status: **Approved with conditions**

1 Goldmartin Close Mawnan Smith Falmouth Cornwall TR11 5HG

Proposal for - extension and reconfiguration of existing dwelling

Ref. No: PA20/02978 | Received: Fri 03 Apr 2020 Status: **Approved with conditions**

Bosvean Carlidnack Road Mawnan Smith TR11 5HA

Proposed detached garage.

Ref. No: PA20/02521 | Received: Thu 19 Mar 2020 Status: **Approved with conditions**

Muggles End Little In Sight Mawnan Smith TR11 5EY

Works to Lime tree

Ref. No: PA20/01723 | Received: Tue 25 Feb 2020 Status: **Approved with conditions**

Budock Vean Cottage Budock Vean Mawnan Smith TR11 5LJ

Single storey flat roof extension, replacement dining room doors, new kitchen window, installation of roof lights and solar panels, external timber cladding and internal alterations

Ref. No: PA19/11182 | Received: Mon 23 Dec 2019 Status: **Approved with conditions** – no new openings (south side), west side 1st floor bathroom/ensuite to have obscured glass; garage only as incidental to dwelling

Maricel West Bay Maenporth Road Maenporth TR11 5HP

Proposed Side extension and new garage to site

Item 7 – Annual Governance Statement – this was already sent onto everyone for review and forms part of our Annual Return. The internal Auditors report was also already sent and usually has actions required delegated to the O&F to oversee.

Item 8 – payments for July & June bank rec.

PAYMENTS LIST – JULY 2020				
Voucher	Code	Supplier	VAT	Total
72	Postages	debit card	0.00	5.80
73	H&S	debit card- poles	2.83	16.99
74	H&S	debit card - hazard tape	1.12	6.70
75	H&S	debit card - ropes	0.00	19.78
76	Meeting Room Hire	debit card - Zoom subs	2.40	14.39
77	Resources (Books/Forms etc)	debit card - burial receipts	4.23	25.40
78	S19 - Junior Playing Field	debit card - security chains	5.00	29.97
79	H&S	debit card - stakes for signs	4.66	27.94
80	Toilet - Cleaning & Materials	KC Payne	0.00	200.00
81	Clerks Salary (inc PAYE & NI)	clerk	0.00	1,115.89
82	Grass Cutting	R Sanders	21.00	126.00
83	Telephone & Internet	BT	9.65	57.87
84	Toilets - Utility Charges	EDF energy	0.00	15.00
85	Clerks Pension Contribution	Nest Pensions	0.00	29.35
86	NDP - Grant Funding	1&1 Ionos	1.60	9.58
87	S19 - Carwinion Playing Field	R Sanders	81.00	486.00
88	S19 - Junior Playing Field	R Sanders	26.00	156.00
89	Maintenance/ Grounds	R Sanders	107.00	642.00
90	H&S	Sign Shop	86.40	518.40
91	H&S	clerk/ disinfectant wipes	0.28	1.70
92	S19 - Junior Playing Field	clerk/ jeyes fluid	0.00	2.99
93	Office Supplies	clerk/ blutac	0.00	1.00
94	Parish Pension Contribution	Nest Pensions	0.00	61.15
95	Donations/ Grants	Mawnan Anvil Trust	0.00	1,712.00
96	Toilets - Repairs & Maintenance	KC Payne	0.00	174.30
Total			353.17	5456.20

A	Bank Reconciliation at 30/06/2020		
	Cash in Hand 01/04/2020		102,277.55
	ADD		
	Receipts 01/04/2020 - 30/06/2020		29,715.83
			131,993.38
	SUBTRACT		
	Payments 01/04/2020 - 30/06/2020		15,894.13
			116,099.25
	Cash in Hand 30/06/2020		
	(per Cash Book)		
	Cash in hand per Bank Statements		
	Petty Cash	01/05/2020	0.00
	95 Day Saver Account - Nationwide	01/05/2020	39,140.62
	Deposit Account - Lloyds	30/06/2020	70,484.80
	Current Account - Lloyds	30/06/2020	6,473.83
			116,099.25
	Less unrepresented payments		0.00
			116,099.25
	Plus unrepresented receipts		0.00
B	Adjusted Bank Balance		116,099.25
	A = B Checks out OK		

Item 9 – second part of the Annual return, agreeing what our end of year financial position was. This has not been agreed by the O&F as is normal, since they have not met during lockdown.

Item 10 – correspondences. Once again a limited list of those correspondences not dealt with by the clerk already that you might want to be involved with.

	Rec'd	Description	From	actions
1	23.6.20	Complaint about Baker Tom not being allowed to use Carwinion field	Resident	Clerk responded
2	26.6.20	Code of Conduct – consultation	Democratic Services/CALC	Comments?
3	27.6.20	MMH reopening – provisional correspondences	Ian Newman	Clerk dealing
4	27.6.20	Safeguarding village services	Resident	Clerk responded
5	2.7.20	Mawnan school garden – grant query	H Jones	Infor sent by clerk
6	2.7.20	Grove hill crossing (chasing up) & various footpaths – works required	resident	Clerk dealt
7	3.7.20	Durgan issues – parking, unsocial behaviours, camping etc	PSCO Brannigan	Cllr Toland/ NT/ clerk
8	6.7.20	PA20/00060 additional site visit (2 nd email from Cllr Bastin 8.7 to agree)	N Brabyn, Planning	On agenda
9	6.7.20	Use of Carwinion field – fitness group	Embrace Fitness	Clerk responded
	6.7.20	Mobile seafood shop –space in village	PV	Forwarded to MMH
	8.7.20	Complaint about overgrown SWCP	P Hodgson – Access Team	Passed to Bob

Item 11 - reports from other groups

Item 12 – items for inclusion

Item 13 – matters of Community Concern

Item 14 – date of next meeting. We don't usually have an August meeting but this has been a funny year. Do we want to schedule an online meeting for 20th August?

Item 15 – set a date for an urgent Trusts Meeting to receive information from Lease negotiations

Also – I have holiday booked for Friday 21st August to Tuesday 1st September & Friday 18th September to Sunday 27th September, both of which I will be taking unless something serious happens.