



17<sup>th</sup> July 2020

Dear Councillor,

You are summoned to attend a continuation meeting of Mawnan Parish Council on Thursday, 21<sup>st</sup> July 2020 at 7pm to cover the completion of the Annual Governance Statement, following an Office & Finance Meeting.

Yours faithfully,

Lisa Clements, Clerk to the Council

### Online Meeting Agenda

- 1) **TO RECEIVE APOLOGIES**
- 2) **MEMBERS TO DECLARE ANY INTERESTS IN ITEMS ON THE AGENDA OR REQUEST DISPENSATIONS.**
- 3) **PUBLIC COMMENTS ON ITEMS ON THE AGENDA ONLY**
- 4) **TO RECEIVED THE RECOMMENDATIONS OF THE O&F COMMITTEE WITH REGARDS THE END OF YEAR POSITION 2019/20**
- 5) **TO COMPLETE THE ANNUAL GOVERNANCE STATEMENT FOR THE YEAR ENDING 31ST MARCH 2020**

#### **Details to join our meeting using ZOOM**

Topic: Mawnan Full Parish Council

Time: Jul 23, 2020 07:00 PM London

<https://zoom.us/j/3877928865>

Meeting ID: 387 792 8865

One tap mobile

+442034815237,,3877928865# United Kingdom

+442034815240,,3877928865# United Kingdom

Dial by your location

+44 208 080 6592 United Kingdom

+44 330 088 5830 United Kingdom

+44 131 460 1196 United Kingdom

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Meeting ID: 387 792 8865

Find your local number: <https://zoom.us/u/adHV3WiB5O>

**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.

<b>PAYMENTS LIST – JULY 2020</b>				
<b>Voucher</b>	<b>Code</b>	<b>Supplier</b>	<b>VAT</b>	<b>Total</b>
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
<b>Total</b>			<b>353.17</b>	<b>5456.20</b>

<b>Bank Reconciliation at 30/06/2020</b>			
	Cash in Hand 01/04/2020		102,277.55
	<b>ADD</b>		
	Receipts 01/04/2020 - 30/06/2020		29,715.83
			131,993.38
	<b>SUBTRACT</b>		
	Payments 01/04/2020 - 30/06/2020		15,894.13
<b>A</b>	<b>Cash in Hand 30/06/2020</b> (per Cash Book)		<b>116,099.25</b>
	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
			<b>116,099.25</b>
	Less unrepresented payments		0.00
			116,099.25
	Plus unrepresented receipts		0.00
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>116,099.25</b>
	<b>A = B Checks out OK</b>		

**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 <sup>nd</sup> 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 20<sup>th</sup> 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.