



9th July 2020

Dear Councillor,

You are summoned to attend a meeting of Mawnan Parish Council on Thursday, 21st November 2019 at 7.30pm

Please find attached the agenda for our second online meeting, taking place on 16th July 2020 at 7pm .

We ask that if any member of the public has issues they would like to raise that they contact the clerk prior to the meeting so that we can best manage them- ideally if you could make contact by noon on Wednesday 15th so we have time to distribute out to all interested parties. Please remember that the time allotted for *Matters of Community Concern* is not a forum to discuss what has taken place during this meeting and that any matter raised here would likely be added to the NEXT meeting agenda for discussion.

Items relating to the management of either the Junior Playing Field or the Carwinion Playing Field are dealt with at separate Trust Meetings.

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 RECEIVE AND APPROVE THE MINUTES OF THE 18TH JUNE 2020 FULL COUNCIL MEETING.**
- 5) **ANY MATTERS ARISING FROM THE MINUTES NOT ON THE CURRENT AGENDA**
- 6) **TO CONSIDER PLANNING APPLICATIONS RECEIVED (including notes from secondary site visit to Rosemaen 3/7 and list of planning decision made during lockdown)**
Ref. No: PA20/05346 Bosulla Budock Vean Lane Mawnan Smith Falmouth Cornwall TR11 5LH
Works to trees namely - the felling of an overgrown 'hedging' beech tree subject to a Tree Preservation Order(TPO)

Ref. No: PA20/05028 Trecudhe Grove Hill Mawnan Smith TR11 5ER
Retrospective permission for the change of use of land to residential curtilage and construction of a retaining wall.

Ref. No: PA20/05221 Saffrons Budock Vean Lane Mawnan Smith Falmouth
Works to trees namely - T1 Oak, T2 Oak, T3 Lime, T4 Oak - subject to a Tree Preservation Order(TPO)

Ref. No: PA20/05032 Boskensoe Barns 2, 3 And 4 Boskensoe Farm Mawnan Smith
Installation of air source heat pumps to barns 2, 3 and 4. Retrospective.

- 7) **TO COMPLETE THE ANNUAL GOVERNANCE STATEMENT FOR THE YEAR ENDING 31ST MARCH 2020 & TO RECEIVE THE INTERNAL AUDITORS REPORT AND AGREE ANY FUTURE ACTIONS**
- 8) **APPROVAL OF THE LIST OF PAYMENTS FOR JUN 2020 & TO RECEIVED BANK STATEMENT AND RECONCILLIATION**
- 9) **TO RECEIVE AND APPROVE THE ACCOUNTING STATEMENTS FOR THE YEAR ENDING 31ST MARCH 2020**
- 10) **CORRESPONDENCES (LIMITED LIST)**
- 11) **REPORTS FROM OTHER GROUPS / INDIVIDUALS**
- 12) **ITEMS FOR INCLUSION AT THE NEXT MEETING**
- 13) **MATTERS OF COMMUNITY CONCERN**
- 14) **DATE & TIME OF NEXT MEETING (LIKELY TO BE ONLINE AGAIN) – [20TH AUGUST 2020] 17TH SEPTEMBER 2020**

Details to join our meeting using ZOOM

Topic: Mawnan Full Parish Council

Time: Jul 16, 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

+44 203 481 5240 United Kingdom

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.

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
Total			353.17	5,281.90

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
A	Cash in Hand 30/06/2020 (per Cash Book)		116,099.25
	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.



MINUTES OF THE PARISH MEETING INTENDED TO BE HELD ON HELD ON THURSDAY 18TH JUNE 2020 (now held online via ZOOM)

Present: Cllrs Faiers (Chair), Bradley, Gladstone, Marsden, Moyle, Nash, Sadler, Toland & Whibley

ALSO PRESENT: Mrs L Clements, Clerk + 4 members of the public

The Chair started the meeting by making a short introduction and explained the format of the meeting, along with information on how the public will be able to participate and how to indicate you wish to make comments. All voting was to be done with a show of hands, unless clarification was requested by the clerk when each councillor would repeat aloud their votes.

3178.20 **TO RECEIVE APOLOGIES** - none

3179.20 **MEMBERS TO DECLARE ANY INTERESTS IN ITEMS ON THE AGENDA OR REQUEST DISPENSATIONS** – none noted

3180.20 **PUBLIC COMMENTS ON ITEMS ON THE AGENDA ONLY** – none noted

3181.20 **TO RECEIVE AND APPROVE THE MINUTES OF THE 20TH FEBRUARY 2020 FULL COUNCIL MEETING.**

Cllr Sadler asked that an amendment to the final paragraph of item 3138.20 be made to read: 'Cllr Sadler followed this by stating that he had been in contact with Fields in Trust with a view to getting a deed of dedication put on the field to protect it as an open space'.

It was proposed by Cllr Bradley, seconded by Cllr Marsden and

RESOLVED that the minutes of the Parish Council meeting held on 20th February 2020 (including the above amendment) be approved and signed by the Chair

on a vote being taken the matter was approved unanimously

3182.20 **TO RECEIVE AND APPROVE THE "VIRTUAL MINUTES" FROM 19TH MARCH, 16TH APRIL AND 21ST MAY, ALONG WITH A LIST OF DELEGATED ACTIONS UNDERTAKEN BY THE CLERK, AS A RECORD OF ITEMS UNDERTAKEN DURING LOCKDOWN**

It was proposed by Cllr Toland, seconded by Cllr Gladstone and

RESOLVED that the virtual minutes of the Parish Council meeting held on 19th March 2020 be approved and signed by the chair

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

RESOLVED that the virtual minutes of the Parish Council meeting held on 16th April 2020 be approved and signed by the chair

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

RESOLVED that the virtual minutes of the Parish Council meeting held on 21st May 2020 be approved and signed by the chair

on a vote being taken the 3 sets of minutes were approved unanimously

3183.20

ANY MATTERS ARISING FROM THE MINUTES NOT ON THE CURRENT AGENDA AND AN UPDATE ON PARISH OFFICE ACTIONS SINCE 21.5.20 – TO INCLUDE A DECISION ON THE GROVE HILL CROSSING FEASIBILITY STUDY OPTION SUBMISSION

Cllr Sadler asked that his comments on the last paragraph of item 3138.20 “that the Carwinion Trust should consider handing it over to Fields in Trust” be amended to “I had been in contact with Fields in Trust with a view to getting a deed of dedication put on the field to protect it as an open space.”

He then asked a series of questions regarding the Administration Hub:

- **Are we allowed to know the Councillors that delivered the leaflets for the 14 and 15th Feb consultation.**
This had been discussed and agreed as ‘any available councillors’ at an O&F meeting on 23.1.20.
- **Can we have copied on line the comments people wrote at the consultation days on the 14 and 15th of February please.**

Because the project was so unanimously objected to by the parish the plans were therefore dropped. As such, and under GDPR, the comments obtained relating to the presentation not already in the public domain were destroyed after the following week’s Full Parish Council meeting

- **Also who authorised the writing of an email to Mark Ball (planning officer) dated 17th February responding to a letter of objection which i have no problem with then finishing by saying “and look forward to our application being processed. “Signed off as On behalf of Mawnan Parish Council” Regards. Graham. This was the Monday following the Friday and Saturday consultation when people were told on the Saturday afternoon the application would be withdrawn, seems very strange to me.**

The Parish Council authorised in April 2019, item 2974.19, that the O&F committee recommended that Cllrs Marsden & Faiers ‘develop this plan to the planning application stage’ – as such it was within their remit to respond to questions from the planning officer regarding the application.

It became obvious as Saturday session of the Public Consultation progressed that support for the plan within the community was not there and that it being withdrawn was the likely outcome to be presented at the Full Parish Council the following week. However, until this happened questions from the Planning Officer had to be answered and the application progressed through the system.

After full discussion from all members of the parish council it was agreed that with the offer of creating office space at the Memorial Hall discussions surrounding the Admin Hub at Carwinion Field were finished and that we should now move on and lay the matter to rest.

Cllr Marsden noted that previous minutes stated we would take to the public the options for the Shute Hill crossing provided in the feasibility study undertaken by Cornwall Highways. He did question why they document had used 2012 speed survey data, rather than the newer 2018 one which showed that a 1/3 of cars were driving above the speed limit at this end of the village.

It was proposed by Cllr Marsden, seconded by Cllr Toland and

RESOLVED that the full proposal for a double crossing and traffic islands be accepted as the parish first choice to be progressed

on a vote being taken the matter was approved unanimously

3184.20 TO REVIEW THE EMERGENCY SCHEME OF DELEGATION AND TO ADOPT THE AMENDMENT TO STANDING ORDERS AS REGARDS 'REMOTE MEETINGS'

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

RESOLVED that the Emergency Scheme of Delegation adopted on 29th March 2020 be revoked and the Remote Meetings Protocol & Procedures - Amendments to Standing Orders be adopted with immediate effect.

on a vote being taken the matter was approved unanimously

3185.20 AN UPDATE ON THE PARISH NDP & CONSIDERATION PARISH COUNCIL AGREEMENT/ RECOMMENDATION

Terry Damer explained the delay on the public consultation from the spring due to COVID-19 restrictions and how new Government advice would now allow this to take place in a modified, online form. There is still some minor works to be finished up, but the NDP should be available in July, with the consultation period expended to 8 weeks to allow the public a chance to get their comments in and be responded to online. He expressed his thanks to the Chairman and councillors for their ongoing support and participation in progressing this Neighbourhood Plan through.

Cllr Marsden asked if the joint meeting summary notes (questions) raised by the parish would be included in this stage of the public consultation. Mr Damer said they would form part of the Consultation Statement, which did not go to the general public but would form part of the Consultation Statement which goes to Cornwall Council for stakeholder review.

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

RESOLVED that Mawnan Parish Council support the Neighbourhood Development Plans (based on the documents seen to date) as a true statement and supports it's progression to Public Consultation

on a vote being taken the matter was approved unanimously

3186.20 TO CONSIDER PLANNING APPLICATIONS RECEIVED:

Ref. No: PA20/03692 1 Coomb Pines Helford Passage Mawnan Smith TR11 5LB

It was proposed by Cllr Moyle seconded by Cllr Toland &

RESOLVED that Mawnan Parish Council supports this application.

on a vote being taken the matter was approved unanimously

Ref. No: PA20/04287 Penwarne Manor Mawnan Smith TR11 5PH

It was proposed by Cllr Marsden seconded by Cllr Sadler &

RESOLVED that Mawnan Parish Council support this application. We are more than happy with the continued and proactive management of the woodland at Penwarne Manor.

on a vote being taken the matter was approved unanimously

Ref. No: PA20/04165 Trelevra Grove Hill Mawnan Smith TR11 5ER

It was proposed by Cllr Marsden seconded by Cllr Moyle &

RESOLVED that Mawnan Parish Council support this application. We are happy to see that consideration has been given to our draft NDP in the design of the building, being complimentary to both the surrounding dwellings and location.

Mawnan Parish is a climate conscious parish and would appreciate any efforts the developer could make towards mitigating environmental impact and making the build process as carbon neutral as possible.

on a vote being taken the matter was approved unanimously

3187.20 APPROVAL OF THE LIST OF PAYMENTS FOR MAY 2020 & TO RECEIVED BANK STATEMENTS AND RECONCILIATIONS TO DATE NOT ALREADY RECOGNISED

It was proposed by Cllr Bradley seconded by Cllr Toland &

RESOLVED that accounts totalling £3706.21 (inc. VAT) be approved for payment & duly signed

It was proposed by Cllr Sadler seconded by Cllr Toland &

RESOLVED that the statements of payments, receipts & bank reconciliation for the months of February to May not already recognised be received & approved as a true record

on a vote being taken both the matters were approved unanimously

Cllr Bradley asked if an agreement by the Parish was needed to formalise the reimbursement of IT purchases made as a requirement of online meetings (£59.97). It was agreed that since this was for equipment necessary to allow Cllr Bradley to participate payment would be allowed for these purchases, similarly for those of Cllr Faiers (notified but invoices not received) and any other councillors.

3188.20 TO RECEIVE ANY COMMUNITY GRANT OR SHORTFALL ASSISTANCE GRANT APPLICATIONS

Cllr Sadler left the meeting

The clerk explained that to date only 2 formal grant requests had been made – one by the Anvil Trust which appeared to be a shortfall grant request, but had come in on the regular projects form, and one from the HRCST for more of a donation towards a project at the school that had not happened.

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

RESOLVED to grant £1712 to the Anvil Trust to cover their insurances from the Shortfall Grants fund

on a vote being taken the matter was approved unanimously

Cllr Sadler returned

It was decided to notify the HRCST that, should their remaining project with the school take place in September that they reapply for a grant then.

Cllr Faiers then explained that both he and the clerk had spoken to a group of local hospitality vendors (initially put together by Martin Barlow at the Budock Vean Hotel) about their plans to reopen businesses in a responsible and managed way and how the Parish Council thought the wider community would feel about this plan. Trebah & Glendurgan a looking to reopen next week but only for pre-booked tickets, the Ferryboat is doing takeaways only and the Budock Vean Hotel have some of the outdoor facilities (golf & tennis) reopened on a booking only system. Mr Barlow agreed to keep the clerk in the loop with any formal plan made to see if the Parish Council could provide help in any way.

3189.20 CORRESPONDENCES (LIMITED LIST)

More details about the bequest from Mrs Baker were asked for; unfortunately the clerk did not have any other than the full name of Mrs Hibbert Baker. She did say that the benches in the village could do with replacement/ refurbishing and that this bequest might be useful and could then have a dedication reflecting the bequest's originator included. This was held to be a good idea.

Cllr Toland said that football practice seems to have restarted on Wednesday evening but there had already been comments passed along that this did not appear to be socially distanced. Risk Assessments and guarantees of conduct were on the way from the club. Advice from S Mason (CALC) was received that charities could not make donations to other charities. This came up as the Carwinion Trust (as ratepayers) had received a Small Business Rates grant of £10,000 and the clerk had suggested it be offset against losses being made by the MCA (who did not pay rates, so could not claim)

3190.20 REPORTS FROM OTHER GROUPS / INDIVIDUALS

The clerk said no further community reports had been presented.

3191.20 ITEMS FOR INCLUSION AT THE NEXT MEETING – none noted

3192.20 MATTERS OF COMMUNITY CONCERN

Cllr Sadler stated that he had been contacted by an elderly resident about the Post Office being closed, and could a mobile service (as they had in Constantine) be put in place? Cllr Faiers said that as far as he was aware the mobile routes were fixed but the community should raise a petition to get themselves on this route. The clerk then explained that she had looked into the closure of the post office and was informed that this would only be temporary as the trained counter staff were shielding at present – normal services should return when restrictions were lifted. She had asked about a mobile service in the meantime from Royal Mail but because it was a temporary not permanent closure we could not even be considered for addition to the route. Cllr Sadler agreed to talk to Mr Lugg about reopening as soon as possible.

Cllr Sadler then also asked who had given permission for Baker Tom to use Carwinion Field as there had been a complaint from a local retailer. They did not feel that the Field should be used as a commercial venue. The clerk said that she had been approached by Baker Tom when they were notified at the end of the previous week that The Square carpark was reopening on the Monday to ask to use Carwinion Field only until lockdown restrictions were removed. Since they were fully insured and certificated and would be parking at the far end of the carpark to avoid any access issues she agreed to this happening and apologised if the Trust members thought she had overstepped. It was a service being provided to the village at customers request and was widely used and she thought it better to use the carpark than have them park on the road in the village/ Memorial Hall. There then ensued a discussion about the merits of this which the clerk interrupted to remind members that they could only decide to remove permission for trading from Carwinion Field – and not to decide the trading practices of Baker Tom in general. It was agreed that the local shop should be supported but a number of councillors thought that the provision of this service during the lockdown period only should be allowed to continue. Cllr Toland said that they already traded in the parish regularly at the farmers markets (which had been put on hold due to the hall closure) and supplied the shop itself on the weekends. It was decided that no commercial use of Carwinion Field be allowed and that Baker Tom be advised they cannot use the site in future.

Cllr Bradley said he had been contacted by the local Speedwatch coordinator after he had received a complaint from a member of the community about continual and persistent

excessive speeding through Mawnan Smith. Cllr Bradley was going to liaise with Stuart to see if a Speedwatch group could be set up asap.

Cllr Toland reported that a car drove through the village at 3am with horns blaring. Was there anything we could do about it?

Cllr Sadler said that the signs at Trewennack limiting the road to 30mph with automatic fines and the new speeding signs at Perranwell/Perran-ar-worthal should be investigated for our village. Cllr Faiers said that the proposal for speed visors that had come to the parish council last year had been shot down. Cllr Bradley said that at the last CNP meeting the signs at Perran-ar-worthal had been discussed as the data from them was being passed on to Highways and was allowing them to enforce speeding limits.

Cllr Marsden said that he thought the signs at Perran-ar-Worthal were not up all the time and did we have the capacity to go out and take down every day? Cllr Moyle said that as far as he was aware the signs were up all the time he drove past. Cllr Bradley said that they did have to come down intermittently to have the batteries swapped/charged or to download data but they were up for a large percentage of the time.

3193.20

DATE & TIME OF NEXT MEETING (ONLINE AGAIN) – 16TH JULY 2020 AT 7PM

A resident attending tonight meeting thanked the parish council for their work during the lockdown and was appreciative of the invitation to take part tonight

The meeting finished at 8.45pm

Item 3187.20 – Payments Jun 2020

PAYMENTS LIST - JUNE 2020				
Voucher	Code	Supplier	VAT	Total
47	Postages	debit card	0.00	2.40
48	Land Registry Searches	debit card	0.00	3.00
49	NDP - Grant Funding	1&1 Ionos	1.60	9.58
50	H&S	debit card	32.50	195.00
51	Clerks Salary (inc PAYE & NI)	clerk	0.00	973.04
52	Telephone & Internet	BT	9.20	55.18
53	Toilets - Utility Charges	EDF energy	0.00	15.00
54	Clerks Pension Contribution	Nest Pensions	0.00	24.62
55	Parish Pension Contribution	Nest Pensions	0.00	51.28
56	Toilet - Cleaning & Materials	clerk	1.00	6.00
57	Miscellaneous Expenses	We Store Cornwall	39.60	237.60
58	Miscellaneous Expenses	We Store Cornwall	3.60	21.60
59	Clerks Salary (inc PAYE & NI)	HMRC	0.00	84.12
60	Parish NI contribution	HMRC	0.00	121.59
61	Internal Audit Fee	Hudson Accounting Ltd	0.00	225.00
62	Subscriptions	ALCC	0.00	40.00
63	Grass Cutting	R Sanders	18.00	108.00
64	Weeds	R Sanders	56.00	336.00
65	Maintenance/ Grounds	R Sanders	96.00	576.00
66	S19 - Junior Playing Field	R Sanders	20.20	121.20
67	S19 - Carwinion Playing Field	R Sanders	50.00	300.00
68	Toilet - Cleaning & Materials	KC Payne	0.00	200.00
total			327.70	3,706.21

Item 3189.20 – correspondences.

	Rec'd	Description	From	actions
1	28.5.20	Carwinion Business rates Grant confirmation (£10,000)	Cornwall Council	Trust to discuss
2	29.5.20	Penwarne Road – why bus stops here?	OTS Falmouth	Clerk dealing – info to traffic letter
3	4.6.20	Reopening Carwinion Field	C Bate, MCA	Clerk dealing
4	5.6.20	Request for info on future planning apps @ Maenporth	Resident	Clerk dealing
5	5.6.20	PA20/02978 – Bosevan. 5 day notice	CC Planning	To cllrs for decision
6	5.6.20	Bequest (£1000) receipt – Mrs Baker	Hine Downing	Clerk to bank
7	7.6.20	Online meeting assistance	Budock PC	Clerk dealing
8	9.6.20	Site visit PA20/00060	N Brabyn, Planning	Clerk, Cllr Marsden & Cllr Bastin dealing
9	10.6.20	Opening local highstreets	M James, Localism	For info

Annual Governance and Accountability Return 2019/20 Part 3

To be completed by Local Councils, Internal Drainage Boards and other Smaller Authorities*:

- where the higher of gross income or gross expenditure exceeded £25,000 but did not exceed £6.5 million; or
- where the higher of gross income or gross expenditure was £25,000 or less but that:
 - are unable to certify themselves as exempt (fee payable); or
 - have requested a limited assurance review (fee payable)

Guidance notes on completing Part 3 of the Annual Governance and Accountability Return 2019/20

1. Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 **must** complete Part 3 of the Annual Governance and Accountability Return at the end of each financial year in accordance with *Proper Practices*.
2. **The Annual Governance and Accountability Return is made up of three parts, pages 3 to 6:**
 - The **Annual Internal Audit Report** is completed by the authority's internal auditor.
 - **Sections 1 and 2** are to be completed and approved by the authority.
 - **Section 3** is completed by the external auditor and will be returned to the authority.
3. The authority **must** approve Section 1, Annual Governance Statement, before approving Section 2, Accounting Statements, and both **must** be approved and published **before 1 July 2020**.
4. An authority with either gross income or gross expenditure exceeding £25,000 or an authority with neither income nor expenditure exceeding £25,000, but which is unable to certify itself as exempt, or is requesting a limited assurance review, **must** return to the external auditor by email or post (not both) **no later than 30 June 2020**. Reminder letters will incur a charge of £40 +VAT:
 - the Annual Governance and Accountability Return Sections 1 and 2, together with
 - a bank reconciliation as at 31 March 2020
 - an explanation of any significant year on year variances in the accounting statements
 - notification of the commencement date of the period for the exercise of public rights
 - Annual Internal Audit Report 2019/20

Unless requested, do not send any additional documents to your external auditor. Your external auditor will ask for any additional documents needed.

Once the external auditor has completed the limited assurance review and is able to give an opinion, the Annual Governance and Accountability **Section 1, Section 2 and Section 3 – External Auditor Report and Certificate** will be returned to the authority by email or post.

Publication Requirements

Under the Accounts and Audit Regulations 2015, authorities must publish the following information on a publicly accessible website:

Before 1 July 2020 authorities **must** publish:

- Notice of the period for the exercise of public rights and a declaration that the accounting statements are as yet unaudited;
- **Section 1 - Annual Governance Statement 2019/20**, approved and signed, page 4
- **Section 2 - Accounting Statements 2019/20**, approved and signed, page 5

Not later than 30 September 2020 authorities **must** publish:

- Notice of conclusion of audit
- **Section 3 - External Auditor Report and Certificate**
- **Sections 1 and 2 of AGAR** including any amendments as a result of the limited assurance review.

It is recommended as best practice, to avoid any potential confusion by local electors and interested parties, that you also publish the Annual Internal Audit Report, page 3.

The Annual Governance and Accountability Return constitutes the annual return referred to in the Accounts and Audit Regulations 2015. Throughout, the words 'external auditor' have the same meaning as the words 'local auditor' in the Accounts and Audit Regulations 2015.

*for a complete list of bodies that may be smaller authorities refer to schedule 2 to the Local Audit and Accountability Act 2014.

Guidance notes on completing Part 3 of the Annual Governance and Accountability Return 2019/20

- The authority **must** comply with *Proper Practices* in completing Sections 1 and 2 of this Annual Governance and Accountability Return. *Proper Practices* are found in the *Practitioners' Guide** which is updated from time to time and contains everything needed to prepare successfully for the financial year-end and the subsequent work by the external auditor.
- Make sure that the Annual Governance and Accountability Return is complete (no highlighted boxes left empty), and is properly signed and dated. Where amendments are made by the authority to the AGAR after it has been approved by the authority and before it has been reviewed by the external auditor, the Chairman and RFO should initial the amendments and if necessary republish the amended AGAR and recommence the period for the exercise of public rights. If the AGAR contains unapproved or unexplained amendments, it may be returned and additional costs will be incurred.
- The authority **should** receive and note the annual internal audit report if possible before approving the annual governance statement and the accounts.
- Use the checklist provided below to review the Annual Governance and Accountability Return for completeness before returning it to the external auditor by email or post (not both) no later than 30 June 2020.
- Do not send the external auditor any information not specifically requested. However, **you must inform your external auditor about any change of Clerk, Responsible Financial Officer or Chairman, and provide relevant email addresses and telephone numbers.**
- Make sure that the copy of the bank reconciliation to be sent to your external auditor with the Annual Governance and Accountability Return covers all the bank accounts. If the authority holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree the bank reconciliation to Box 8 on the accounting statements (**Section 2, page 5**). An explanation **must** be provided of any difference between Box 7 and Box 8. More help on bank reconciliation is available in the *Practitioners' Guide**.
- Explain fully significant variances in the accounting statements on **page 5**. Do not just send a copy of the detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include complete numerical and narrative analysis to support the full variance.
- If the external auditor has to review unsolicited information, or receives an incomplete bank reconciliation, or variances are not fully explained, additional costs may be incurred.
- Make sure that the accounting statements add up and that the balance carried forward from the previous year (Box 7 of 2019) equals the balance brought forward in the current year (Box 1 of 2020).
- The Responsible Financial Officer (RFO), on behalf of the authority, **must** set the period for the exercise of public rights. From the commencement date for a single period of 30 consecutive working days, the approved accounts and accounting records can be inspected. Whatever period the RFO sets it **must** include a common inspection period – during which the accounts and accounting records of all smaller authorities must be available for public inspection – of the first ten working days of July.
- The authority **must** publish the information required by Regulation 15 (2), Accounts and Audit Regulations 2015, including the period for the exercise of public rights and the name and address of the external auditor **before 1 July 2020**.

Completion checklist – 'No' answers mean you may not have met requirements		Yes	No
All sections	Have all highlighted boxes have been completed?		
	Has all additional information requested, including the dates set for the period for the exercise of public rights , been provided for the external auditor?		
Internal Audit Report	Have all highlighted boxes been completed by the internal auditor and explanations provided?		
Section 1	For any statement to which the response is 'no', has an explanation been published?		
Section 2	Has the authority's approval of the accounting statements been confirmed by the signature of the Chairman of the approval meeting?		
	Has an explanation of significant variations from last year to this year been published?		
	Has the bank reconciliation as at 31 March 2020 been reconciled to Box 8?		
	Has an explanation of any difference between Box 7 and Box 8 been provided?		
Sections 1 and 2	Trust funds – have all disclosures been made if the authority as a body corporate is a sole managing trustee? NB: do not send trust accounting statements unless requested.		

**Governance and Accountability for Smaller Authorities in England – a Practitioners' Guide to Proper Practices*, can be downloaded from www.nalc.gov.uk or from www.ada.org.uk

Annual Internal Audit Report 2019/20

ENTER NAME OF AUTHORITY

This authority's internal auditor, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls to be in operation **during** the financial year ended 31 March 2020.

The internal audit for 2019/20 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Agreed? Please choose one of the following		
	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.			
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.			
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.			
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.			
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.			
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.			
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.			
H. Asset and investments registers were complete and accurate and properly maintained.			
I. Periodic and year-end bank account reconciliations were properly carried out.			
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.			
K. IF the authority certified itself as exempt from a limited assurance review in 2018/19, it met the exemption criteria and correctly declared itself exempt. <i>(If the authority had a limited assurance review of its 2018/19 AGAR tick "not covered")</i>			
L. The authority has demonstrated that during summer 2019 it correctly provided for the exercise of public rights as required by the Accounts and Audit Regulations.			
M. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

DD/MM/YY DD/MM/YY DD/MM/YY

Name of person who carried out the internal audit

ENTER NAME OF INTERNAL AUDITOR

Signature of person who carried out the internal audit

SIGNATURE REQUIRED

Date

DD/MM/YY

*If the response is 'no' you must include a note to state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned, or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Section 1 – Annual Governance Statement 2019/20

We acknowledge as the members of:

ENTER NAME OF AUTHORITY

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2020, that:

	Agreed		'Yes' means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.			<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.			<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.			<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.			<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.			<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.			<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.			<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.			<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A <i>has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i>

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

DD/MM/YY

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

Other information required by the Transparency Codes (not part of Annual Governance Statement)
Authority web address

AUTHORITY WEBSITE ADDRESS

Section 2 – Accounting Statements 2019/20 for

ENTER NAME OF AUTHORITY

	Year ending		Notes and guidance
	31 March 2019 £	31 March 2020 £	
			<i>Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.</i>
1. Balances brought forward			<i>Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.</i>
2. (+) Precept or Rates and Levies			<i>Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.</i>
3. (+) Total other receipts			<i>Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.</i>
4. (-) Staff costs			<i>Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.</i>
5. (-) Loan interest/capital repayments			<i>Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).</i>
6. (-) All other payments			<i>Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).</i>
7. (=) Balances carried forward			<i>Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).</i>
8. Total value of cash and short term investments			<i>The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.</i>
9. Total fixed assets plus long term investments and assets			<i>The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.</i>
10. Total borrowings			<i>The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).</i>
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	<i>The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.</i>

I certify that for the year ended 31 March 2020 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

SIGNATURE REQUIRED

Date

DD/MM/YY

I confirm that these Accounting Statements were approved by this authority on this date:

DD/MM/YY

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chairman of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

Section 3 – External Auditor Report and Certificate 2019/20

In respect of

ENTER NAME OF AUTHORITY

1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2020; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

2 External auditor report 2019/20

(Except for the matters reported below)* on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. (*delete as appropriate).

(continue on a separate sheet if required)

Other matters not affecting our opinion which we draw to the attention of the authority:

(continue on a separate sheet if required)

3 External auditor certificate 2019/20

We certify/do not certify* that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2020.

*We do not certify completion because:

External Auditor Name

ENTER NAME OF EXTERNAL AUDITOR

External Auditor Signature

SIGNATURE REQUIRED

Date

DD/MM/YY

*Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews in Auditor Guidance Note AGN/02. The AGN is available from the NAO website (www.nao.org.uk)

lisa

From: lisa <clerk@mawnan.org.uk>
Sent: 01 July 2020 10:00
To: [REDACTED]
Subject: RE: Baker Tom

Hi [REDACTED]

Sorry - I have to wait for agreement now on any responses.

Although I (the trust administrator) originally agreed that there were no issues with Baker Tom using Carwinion Field since they provided me with a full risk assessment and mitigation strategy and would only be doing so until the end of the lockdown measures. This was not the view of some councillors as a member of the local retail community had spoken to several of them and was actively against this service taking place.

After discussions between Trust members as part of the online parish meeting - where I made it very, very clear that they were discussing not giving permission to use the Carwinion Field and not (as they appeared to be pressing for) expecting to put a stop to trading by Baker Tom taking place at all within the parish - it was decided to support the efforts of the shop and remove permissions for ANY commercial activity on the land.

This has also led to me refusing a yoga group use of the field.

Hope this explains the position of the Trust in this

Ta

Lisa C

Mrs Lisa Clements (Clerk)
Mawnan Parish Council Offices
MS Electrical
The Square
Mawnan Smith
TR11 5EP

Email:clerk@mawnan.org.uk
Tel: 01326 251022

www.mawnanparish.org.uk & www.mawnanparish.co.uk - our 2 parish websites now working together

Any communications made with Mawnan Parish Council are considered to be in the public domain unless explicitly stated by the sender. As such they are subject to disclosure under a Freedom of Information Request.

Personal data will only be held long enough to allow us to make reasonable responses (6 months) and then removed from our systems.

This Email and any files transmitted with it are confidential and intended solely for the use of the individual or organisation to whom they are addressed. If you have received this email in error please notify Mawnan Parish Council and DESTROY the original email.

-----Original Message-----

From: [REDACTED]
Sent: 23 June 2020 21:27
To: lisa
Subject: Baker Tom

Lisa

I believe the trust (The Council) that is responsible for Carwinnion Playing Field has stopped the weekly visit of the Baker Tom using the playing field for its bread sales. In these extraordinary times it is companies such as Baker Tom that step up to the mark to help the community that we should support.

I can't think of any valid reason why Baker Tom should have been banned from using Carwinnion playing field, should some obscure bye law rule against commercial activity then perhaps in these exceptional times an exception should be made.

Please pass my, and those who were in the bread queue this morning, our disappointment in the trust's decision.

I will endeavour to attend the next council meeting, social distancing allowing, to bring this matter up.

[REDACTED]
Sent from my iPad

lisa

From: clerk@mawnan.org.uk
Sent: 27 June 2020 12:15
To: [REDACTED]
Subject: Re: Mawnan Facilities
Attachments: Untitled attachment 00204.txt

Hi [REDACTED]

I'm fine, just restless. Hope you're both ok.

As far as Richard us willing to let on the post office is only closed because their 'staff' were in a shielded group and they didn't have cover (multiple people I know offered- even some post office trained).

The hours have changed as newspapers weren't being delivered by the wholesaler and should go back to normal when everything opens properly.

I agree that we should try to get the shop on the 'community asset' list, so if it does come up for sale we have a chance to get to buy...but have been told no every time I raise it (along with the pub).

Ta
Lisa c

On 27 Jun 2020 11:53, [REDACTED] > wrote:
Lisa - trust you are well ...

In Mawnan the Restaurant and the Cafe have gone - the shop stopped doing papers and post office soon after lock-down - and only opens 9.30am to 4.00pm

Do hope the Parish Council are maintaining an interest in the shop - will those facilities come back? Will the shop continue? Have often thought that the shop may - at some time - have to become community-run if the owners allow that and the returns are of interest to them.....be such a shame to lose the shop - hence this email....

All the best

[REDACTED]

lisa

From: BRANNIGAN Liam 30628 [REDACTED]
Sent: 03 July 2020 13:52
To: lisa
Subject: RE: issues reported down at Drugan and access roads CRM:0214555

Hi Lisa.

Yes the road is a public road which is why I said we can deal with obstructions down there. The thing we can't police is the laybys which have been put in by the national trust (with national trust signs saying 'passing place only'. These are un-enforceable).

Regarding the traffic order, it would be the council civil enforcement officers who would enforce that, we wouldn't be the primary agency to enforce it.

On top of that, the signs state 'Restricted zone. Except for permitted vehicles'. We in the police don't give the 'permission' to be there, so we aren't able to know which vehicles are permitted to be down there.

That being said, the restriction only applies past the car park, and the majority of the parking issues (awkward parking) are between the crossroads and the car park, and therefore outside the restricted zone..

As I said, if there is an actual obstruction, we will happily deal with it. We are also happy to assist in a multi-agency approach, but the national trust and the council (as it is an ongoing traffic issue) need to take the lead.

Hope that makes sense.

Liam Brannigan
Police Community Support Officer 30628
Falmouth Police Station

Need to contact the police? [Click B4UCall](#)

Prefer in person? [Police Enquiry Offices](#)

In an emergency always call 999

From: lisa [<mailto:clerk@mawnan.org.uk>]
Sent: 01 July 2020 09:22
To: CIOS NBM Falmouth [REDACTED]
Subject: RE: issues reported down at Drugan and access roads CRM:0214555

Hi Liam

It is unfortunate that you cannot provide us assistance. The National Trust are adamant that the road down is NOT on their land – this being backed up by the fact it is resurfaced and maintained by Cornwall Council and has a traffic order on it that Cornwall Council say can only be enforced by you, the Police(see attached email from last year). But hey ho.

The National Trust are trying to have this issues raised off the roadway addressed. But we would be grateful if, on hot sunny weekends, some effort by the police to have a presence along this road could be made.

Ta

Lisa C

Mrs Lisa Clements (Clerk)

Mawnan Parish Council Offices
MS Electrical
The Square
Mawnan Smith
TR11 5EP

Email:clerk@mawnan.org.uk
Tel: 01326 251022

www.mawnanparish.org.uk & www.mawnanparish.co.uk - our 2 parish websites now working together

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From: CIOS NBM Falmouth [REDACTED]
Sent: 26 June 2020 15:57
To: lisa
Subject: RE: issues reported down at Durgan and access roads CRM:0214555

Hi Lisa.

We've looked into this issue extensively before and there is little we can do. As far as we understand, the whole area down there (including the passing places) are privately owned by national trust.

They need to take the lead in any response to this. If a car is blocking the road so that other vehicles physically cannot get past, then we can be called and can deal (and it must be actually blocking the road, not just parked annoyingly). But the ongoing issues is not something we can help with unfortunately. We've pushed this with council parking enforcement before and I believe they said they couldn't help either as it is private property (it was a colleague who dealt with this before who has since left so I can't confirm exactly what they said). We can see what they respond with this time though!

Ultimately, as I've said, National trust need to be taking the lead. But, I would say that every organisation would prioritise their resources to the biggest, most dangerous or most pressing issues. The parking on the lane down to Durgan is, at most (the majority of the time), annoying and probably not worth the allocation of someone being there all day (which is ultimately what it would require).

Sorry we can't offer any more! We're happy to assist any way we can from a neighbourhood policing perspective, but having dived into this issue before, it is the national trust's problem to resolve.

Hope that helps.

Liam Brannigan
Police Community Support Officer 30628
Falmouth Police Station

Need to contact the police? [Click B4UCall](#)

Prefer in person? [Police Enquiry Offices](#)

In an emergency always call 999

From: lisa [<mailto:clerk@mawnan.org.uk>]

Sent: 26 June 2020 09:17

To: CIOS NBM Falmouth [REDACTED]

Subject: FW: issues reported down at Drugan and access roads CRM:0214555

Hi Folks

I've been requested to forward this to you as well to see if the police have any powers to stop the problems regularly happening down at Durgan.

Ta

Lisa C

Mrs Lisa Clements (Clerk)
Mawnan Parish Council Offices
MS Electrical
The Square
Mawnan Smith
TR11 5EP

Email: clerk@mawnan.org.uk

Tel: 01326 251022

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From: COVID19 [<mailto:covid19@cornwall.gov.uk>]

Sent: 25 June 2020 15:27

To: parish clerk

Subject: RE: issues reported down at Drugan and access roads CRM:0214555

Dear Lisa Clements

Thank you for your email and for raising your concerns.

I have forwarded your email to our Parking Enforcement team. They will be able to look into the illegal parking.

If it is a public right of way that has been blocked then this can be reported using the form on our website, <https://www.cornwall.gov.uk/environment-and-planning/countryside/public-rights-of-way/>.

Breaches of the regulations such as illegal camping should to be reported to the Police, as we have no powers to enforce this.

There is now a Devon and Cornwall Police webpage on the restrictions to prevent the spread of Coronavirus, such as unnecessary travel. If you would like to report it directly there is a form where activities that should not be taking place can be reported to.

The link is <https://www.devon-cornwall.police.uk/advice/covid-19-coronavirus/covid-19-fags> and the form to complete is <https://www.devon-cornwall.police.uk/contact/contact-forms/101-non-emergency/>. You can also contact the Police via the email from their website: 101@devonandcornwall.pnn.police.uk or for telephone contact you can dial the non-emergency phone number: 101.

I hope this helps

Kind regards

Jennie
Customer support - Covid 19

----- Original Message -----

From: parish clerk clerk@mawnan.org.uk;
Received: Thu Jun 25 2020 13:39:53 GMT+0100 (GMT Summer Time)
To: Covid-19 Mailbox;
Subject: issues reported down at Durgan and access roads

Hi Folks,

We have been facing problems on and off (usually on sunny/warmer days) all over lockdown on the road to Durgan from the Bosloe crossroads. We accept that this is not an isolated incident - we have problems here every year with unsustainable parking and constant blockages on what is a restricted road but never have any success getting it cleared up.

Unfortunately due to the restrictions lockdown has placed - with the closure of many of the facilities of the National Trust down in Durgan itself (including toilets) we are getting complaints about the woods being used as toilets and overnight camping taking place. It is having an extremely negative effect on our community and is being reported to our councillors even in their daily lives (see email below).

We as a parish need help to get this matter sorted. Can someone from enforcement please go down to assess the situation and come back to us with a workable plan to sort out the community concerns in this area?

thanks

Mrs Lisa Clements (Clerk)
Mawnan Parish Council Offices
MS Electrical
The Square
Mawnan Smith
TR11 5EP

Email: clerk@mawnan.org.uk
Tel: 01326 251022

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-----Original Message-----

From: Caroline Toland [<mailto:carolinetoland.89@icloud.com>]

Sent: 25 June 2020 13:09

To: Lisa

Subject: Durgan

Hi Lisa

I thought I walk through the village to meet a friend for coffee... silly me.

Durgan is all everyone who spoke to me about - they complained about the parking and the use of the hedge row as toilets and blocking the footpath paths. Unfortunately it has been happening where the gate way is opposite Candy's gate and a little further down where there is a opening. Along with camping overnight in the woods/ carpark, which I know the National Trust has been out and spoken to people. This seems to have fallen in deaf ears even though it is reported. Can you possibly message the community police officer/ highways?

I can't find the contact details.

Many thanks

Caroline

Sent from my iPhone

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