



**MINUTES OF THE PARISH MEETING HELD ON HELD ON THURSDAY 18TH FEBRUARY 2021 (now held online via ZOOM)**

**Present:** Cllrs Marsden (Chair), Bradley, Faiers, Gladstone, Nash & Sadler,

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

3320.21 **TO RECEIVE apologies** – Cllrs Toland, Whibley & Moyle

3321.21 **MEMBERS TO DECLARE ANY INTERESTS IN ITEMS ON THE AGENDA OR REQUEST DISPENSATIONS** – none noted

3322.21 **PUBLIC COMMENTS ON ITEMS ON THE AGENDA ONLY** - none noted

3323.21 **PRESENTATION FROM JOHN FLOYD, CENSUS ENGAGEMENT MANAGER ON THE 2021 CENSUS** (slides attached to agenda)

John Floyd explained that the census is a legal obligation and this time will be offered in a digital/online version for the first time as the preferred option – paper copies can still be requested if necessary. This presentation was to help to reach out to those areas within the wider community that might find it difficult accessing census information or having special requirements.

Anyone not completing the census can expect an ONS employee to arrive on their doorstep in full PPE (they will not ask to enter the house) to help residents to complete one. John's advice is to fill in the census form early and do it online where you can. He also advises to make sure that – if you feel you are Cornish – you tick the 'other' box and write Cornish in.

Q: what do you do if you are self isolating in an address that is not your regular one? John's answer was that you complete the census for where you are on March 21<sup>st</sup> but then fill in the additional section on 'residential address'

John said that any further questions from the community that come up can be relayed to him via the clerk. There is plenty of help online to complete the forms at [www.census.gov.uk](http://www.census.gov.uk)

3324.21 **TO RECEIVE AND APPROVE THE MINUTES OF THE 21<sup>ST</sup> JANUARY 2021 FULL COUNCIL MEETING.**

It was proposed by Cllr Faiers seconded by Cllr Bradley and

**RESOLVED** that the minutes of the Parish Council meeting held on 21<sup>st</sup> January 2021 be approved and signed by the Chair.

on a vote being taken this matter was approved unanimously

3325.21 **ANY MATTERS ARISING FROM PAST MINUTES NOT ON THE CURRENT AGENDA**

The clerk explained that she had made contact with the Post Office and a van services was no longer being supplied – the outreach service in the hall was to continue though. The clerk then said that there was only a small rental fee provided by The Post Office (£3 per hour) and

that a discussion with the MMH committee needed to take place to see what could be done about the balance for the regular rental fee (£12ph). It was agreed that the Parish Council would continue to support the rental fees but that it would review after 3 months (May 21) allowing time for discussions with the MMH to take place on a longer term solution.

The clerk said she had only received one quote to refloor the public toilets of almost £5000 and one 'not interested'. She had tried contacting the plumber used on the water leak but had been returning & leaving messages without contact after an initial discussion. Cllr Sadler said that given the intention was to now undertake a complete refurbishment of the public toilets Cllr Moyle had visited and was of the mind that they needed some form of heating system. He asked that councillors be given another week to review this plan whilst trying to find further contractors to quote for the floor. It was agreed to add back to the next agenda. Cllr Sadler also said that he had spoken to the family who had dedicated one of the parish benches and that they are not happy with it being scrapped but would consider it being moved to the Junior Playing Field.

**3326.21 INFORMATION ON UPCOMING MAY 2021 PARISH COUNCIL ELECTIONS**

Clerk explained that current advice was to take May 6<sup>th</sup> as the election date. However there were issues with the May meeting date as without legal amendment that had to take place physically in public, but that in doing such it would break the law on the meeting of groups – a legal conundrum that was being pushed for resolution by CALC and all local Council Advisory Groups nationwide. She had also just been informed that her conflicting event, which necessitated moving from the 20<sup>th</sup> May to the 13<sup>th</sup>, had been postponed for a further year and that the 20<sup>th</sup> – now in the 'goldilocks period' – would be the perfect date for the Annual Meetings after the elections. It was agreed that the Annual Parish & Parish Council meeting be moved back to this date and no further changes made.

The clerk was also requested to make sure that notification of the elections was posted and communicated to all of those individuals who had expressed any interest in sitting for parish council cop-option in the past.

**3327.21 TO CONSIDER PLANNING APPLICATIONS RECEIVED AND RECEIVE A LIST OF PLANNING DECISIONS MADE TO DATE BY CORNWAL COUNCIL**

**Ref. No: PA21/00376** Dracaena Sampys Hill Mawnan Smith TR11 5EW

It was proposed by Cllr Faiers seconded by Cllr Nash &

**RESOLVED** that Mawnan Parish Council supports this application.

on a vote being taken the matter was approved unanimously

**Ref. No: PA21/00339** Perran Cottage Budock Vean Lane Mawnan Smith TR11 5LQ

It was proposed by Cllr Sadler seconded by Cllr Nash &

**RESOLVED** that Mawnan Parish Council support this application in lines with the recommendations of the Tree Officer

on a vote being taken the matter was approved unanimously

**Ref. No: PA21/00712** 2 Coastguard Cottages Helford Passage Mawnan Smith TR11 5LB

It was proposed by Cllr Bradley seconded by Cllr Nash &

**RESOLVED** that Mawnan Parish Council support this application. We feel that it will have little visual impact on the immediate area by simply replacing the existing flat roof, being to the rear of the property.

on a vote being taken the matter was approved unanimously

**3328.21 APPROVAL OF THE LIST OF PAYMENTS FOR FEB 2021 & TO RECEIVE JAN 2020 BANK STATEMENT AND RECONCILIATION**

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

**RESOLVED** that accounts totalling £2376.37 (inc. VAT) be approved for payment & duly signed

It was proposed by Cllr Bradley seconded by Cllr Faiers &

**RESOLVED** that the statements of payments, receipts & bank reconciliation for the month of Nov be received & approved as a true record

on a vote being taken both the matters were approved unanimously

**3329.21 TO RECEIVE RECOMMENDATIONS FROM THE OFFICE & FINANCE COMMITTEE RE: Number of members, CET Funding, Annual reviews of Financial Controls & Risk Assessment; Clerk's Performance Review, pay & pension provision.**

Cllr Marsden summarised the Office & Finance meeting on the 25<sup>th</sup> January , which included the budget review, number of members on committee, CET Funding, Annual reviews of Financial Controls & Risk Assessment; Clerk's Performance Review, pay & pension provision. Cllr Nash once again asked that the current co-option vacancy be filled with someone with accounting qualifications. The clerk explained that we could not still single out specific attributes on which to elect or co-opt a member, as per CALC advice in the summer 2020, especially given forthcoming full elections.

Cllr Sadler commented negatively on the spinal point increase to the clerk's wages.

It was proposed by Cllr Marsden seconded by Cllr Faiers &

**RESOLVED** that the number of O&F committee members be changed to 5, with 3 being the quorate number

It was proposed by Cllr Bradley seconded by Cllr Gladstone &

**RESOLVED** that the current budget position as stated be approved

It was proposed by Cllr Bradley seconded by Cllr Faiers &

**RESOLVED** that funding for the CET come from the Solar Grant Fund

It was proposed by Cllr Bradley seconded by Cllr Marsden &

**RESOLVED** that the annual reviews of Financial Controls & Risk Assessment be accepted – with the caveat that a named councillor be put in place as soon as possible

It was proposed by Cllr Bradley seconded by Cllr Faiers &

**RESOLVED** that the parish council pension provision increase to 7% as of 1<sup>st</sup> April 2021

on a vote being taken the above 5 matters were approved unanimously

It was proposed by Cllr Marsden seconded by Cllr Bradley &

**RESOLVED** that reserves of no more than £2000 be released to facilitate preliminary design works/plans for the new MMH office

on a vote being taken the above matter was approved with 4 votes to 2

It was proposed by Cllr Marsden seconded by Cllr Nash &

**RESOLVED** that the clerk, after a positive performance review, receives a spinal point increase

on a vote being taken the above matter was approved with 1 objection

**3330.21 CORRESPONDENCES (LIMITED LIST)**

The clerk said she was worried that Item 11.1 might be a phishing scam so had told the sender to contact Cornwall Volunteers for help as they had a vaccination travel service set up.

Item 4 had been responded to by the Memorial Hall Committee with the setup likely to be similar to the outreach Post Office at present, rather than using the Rendlesham Room as is usual

Item 5 was noted within Cllr Whibley's footpaths report.

**3331.21 TO RECEIVE A LIMITED SUMMARY ON NOTED ENVIRONMENT ISSUES (note change from Traffic & Footpath Issues)**

Cllr Whibley full footpath report would be attached to the minutes.

The clerk read out an email regarding a public complaint about footpath 19 and the responses received from both the Access Team and Cllr Whibley. The County Access team had stated that the length of Footpath 19 was up for reinstatement on the Capital Works plan for next financial year. It was agreed that any interim works by the PC, allotments or National Trust be limited as they could jeopardise the level of works proposed. Cllr Bradley then noted that this had been added to the Capital Funding plan for CC as a H&S issue so it would be remiss of the parish to interfere with this.

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

**RESOLVED** that the LMP/SWCP be accepted for this year at the rates stated

on a vote being taken the matter was approved unanimously

Cllr Marsden then asked KS (in attendance as a resident of Anna Maria) to comment on the works; There have been up to 60 boats in the creek at times over the last 3 years – many having not been moved in years. A good start had been made by Clean Ocean in removing smaller hulls from the head of the creek area and he was happy with the initial works started but would like to have a map of all the current hull locations marked up with those to be removed. He fully understand the limitation that COVID restrictions are putting in the way of CoS's regular volunteer group activities. He is happy with the lead Cllr Whibley has taken and would be grateful for regular feedback on the works related to the release of the match-funding contribution the stakeholder group have made (held by the PC)

**3332.21 REPORTS FROM OTHER GROUPS / INDIVIDUALS**

NDP update report from T Damer - last month at PC meeting the council voted unanimously to accept the answers to comments raised at the public consultation phase – that was the easy bit! It seems that the changes now required was a lot more work than anticipated and had members of the Steering Group working all hours. One the 4 main documents tops out now at over 300 pages. They are now very close to have everything completed – there have been a number of amendments made and the trail for this needs to be documented as well. This will then need to be submitted to Cornwall Council by the Parish Council, with James Evans providing assistance on the specific wording for this.

**3333.21 REPORT FROM CORNWALL COUNCIL WARD MEMBER**

Cllr Bastin asked that it also be noted that CoS has had a £400 grant from his community chest to aid in the clean-up works to the Helford River area.

3 new support phone-line now available:

Cornwall Council shielding advice & support – 0300 123 3334

Mental health helpline – 0800 038 5300

NHS Kernow – vaccination questions & support - 01872 266988

Elections on May 6th – there has been a High Court legal challenge to these by a group of minority parties based on the funding capacity for electioneering being biased towards larger parties during the lockdown.

NDPs- Cornwall Council has stated that it will start to give full weight to those plans awaiting referendum due to COVID delays.

Maenporth Beach- seasonal problem with the flow of water to the lake – the seaward side of the tunnel has been blocked so there is no outflow. SWW & Highways are currently arguing over who has responsibility to sort this out. Cllr Sadler also thought that tackling this could be dangerous at present given the amount of water built up in the lake and the rough sea-state.

Agreement for CNP funding for highways has all gone through and was now working its way through various design and implementation stages and timescales.

Cllr Bastin asked if we had received a consultation on Gwylam Warbath and the possibility of a local hub office for CC moving to Falmouth housing branches of all the county services as Constantine has not either. He suggested contacting Localism for more info. Cllr Bradley apologised that because of a couple of pre-Xmas missed CNP meeting this may have been raised but he had missed it.

**3334.21 ITEMS FOR INCLUSION AT THE NEXT MEETING**

Meudon zoom meeting; Calor gas funding application;

**3335.21 MATTERS OF COMMUNITY CONCERN – none noted**

**3336.21 DATE & TIME OF NEXT MEETING (ONLINE AGAIN): 18<sup>TH</sup> MARCH 2021 AT 7.30PM**

Meeting finished at 9.43pm

**Item 3328.21** - payments for Feb 21

Voucher	Code	Supplier	VAT	Total
255	Books	Amazon	0.00	9.99
256	Toilet - Cleaning & Materials	KC Payne	0.00	204.99
257	Clerks Salary (inc PAYE & NI)	clerk	0.00	994.68
258	Grass Cutting	R Sanders PENDING INVOICE	0.00	0.00
259	Telephone & Internet	BT	9.19	55.18
260	Toilets - Utility Charges	EDF energy	0.00	15.00
261	Parish Pension Contribution	Nest Pensions	0.00	52.69
262	Toilets - Utility Charges	SWW/ Pennon Water	0.00	68.69
263	NDP - Grant Funding	1&1 Ionos	2.00	11.99
264	Clerks Pension Contribution	Nest Pensions	0.00	25.29
265	Postages	clerk	0.00	1.98
266	Mileage & Parking	clerk	0.00	2.25
267	Subscriptions	HVMCG	0.00	100.00
268	Smaller Earmarked Projects	Hormann Architects	0.00	277.20
269	Office Supplies	Consortium	6.46	38.75
270	Small Business Rates Grant (toilets)	A & B Industrial Services	76.80	460.80
271	Meeting Room Hire	Zoom Ltd	0.00	14.39
TOTAL			94.45	2,333.87

**Item 3330.21**- Correspondences.

	Rec'd	Description	From	actions	Agenda
1	26.1.21	? phishing request to help getting elderly, deaf, housebound resident to vaccination	Unknown	Clerk dealt	
2	28.1.21	Confirmation of funding to COS – secondary grant applications	S Green	Clerk dealt	12
3	29.1.21	Question about Open Spaces tender	Local company/resident	Clerk dealt	
4	3.2.21	CC request about covid safety in polling stations	Democratic Services	To MMH	7
5	3.2.21	Complaint about footpath 19	Resident	cllr Whibley/ Access team	12
6	4.2.21	GreenNation annual reporting/funding	J Thompson	Clerk dealt	
7	7.2.21	Anna Maria interest group	Resident/ cc'd to clerk		12
8	8.2.21	Request by architect to make a presentation	P Hawkins, Marraum	pending	
9	10.2.21	Post Office outreach service	M Wallis – Royal Mail	full council	6

**Item 3331.21** – now called 'Environmental Issues' to cover the likes of CET and Anna Maria clearances. Report from Cllr Whibley on various footpath issues included those from the Access Team:

- **Footpath 9: Sampys Hill to Carlidnack Road:**
- heavy rainfall in recent weeks led to significant run off both to Carlidnack Road over the sheep stile and onto the top of Sampys Hill, where a blocked storm drain led to a large puddle developing right across the downhill carriageway. Cormac (Penny Hodgson) has conducted a site visit and will add the path to the capital finding list for next year. Meantime Cormac will soon fit a hand post to the sheep stile to assist people using it. The property owner at Karnbrae adjacent to the path is going to use a building firm to remove his downpipe from his garage roof onto the

PROW, though we acknowledge the run off from the field at the top of Sampys Hill is the major factor. It is hoped this can be mitigated somehow by the farmer, in future.

- **Footpath 11: Meudon Woods from Carlidnack Lane to Maenporth beach:**
- Cormac (Penny Hodgson) has conducted a site visit and will be adding the length of the path to the capital funding for next year as drainage and surface treatments needs to be reviewed and dealt with. Meantime she reported a fallen tree neat the Maenporth end to County Farms and this was swiftly removed.
- **Footpath 18:SWCP at Meudon steps:**
- Email from Cormac (Penny Hodgson) to say that their contractor will conduct the works she has requested there, at the end of February. Hopefully this will resolve matters on this steep and popular section of SWCP.
- **Footpath 19: Allotments to Carwinion:**
- Mid section of allotment footpath needs a surface treatment such as granite chippings, as used successfully at both ends. Materials are needed and I propose the Parish Council funds the necessary. Volunteers from Allotment Association are said to be willing to assist in laying the chippings, along with NT Ranger Charlie Watt. The stile at the spur to Grove Hill has been dug out by a member of the public and has helped towards resolving the usual seasonal problem at this point on the path. Meantime many of the reported puddles are drying out except perhaps a couple, which maybe could be resolved by the laying of some of the granite chippings on top. Our Parish Clerk has asked Cormac to also seek to resolve these matters.
- **Footpath 17 Meudon Farm:**
- Reported by Cllr Toland to be exceptionally muddy due to cattle manoeuvres. Are we able to request the farmer to assist in mitigating the problem here?