

10<sup>th</sup> February 2022



Dear Councillor,

You are summoned to attend a meeting of Mawnan Parish Council on Thursday 17<sup>th</sup> February 2022 at 7.30pm in the Mawnan Memorial Hall.

The Memorial Hall Committee continues to have COVID mitigations in place and as such there is spaced seating for the public and a limit on the capacity for the Hall. Please consider if you have to physically attend or if your questions or comments can be sent on to the clerk for submission instead.

If at all possible we would suggest that anyone who intends on coming to any Parish Council Meeting take a Lateral Flow Test at home before attending. These tests are available free of charge, from local collection points or posted direct to your door – <https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests> and are being advised to be taken twice weekly by the Government. Please do not attend our meetings if you have a positive or inconclusive result – contact NHS 111 for further help

Please find attached the agenda for our meeting. 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 Monday 14<sup>th</sup> 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.

Yours faithfully,

Lisa Clements, Clerk to the Council

### **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 20<sup>th</sup> JANUARY 2022 FULL COUNCIL MEETING**
- 5) TO APPOINT A VICE-CHAIR FOR THE REMAINDER OF THE 2022/23 MUNICIPAL YEAR AND TO CONFIRM/APPOINT MEMBERS TO STANDING COMMITTEES**
- 6) ANY MATTERS ARISING FROM PAST MINUTES NOT ON THE CURRENT AGENDA (Jubilee seeds & celebrations; enforcement complaint cont.)**
- 7) TO CONSIDER PLANNING APPLICATIONS RECEIVED FROM CORNWALL COUNCIL BY DATE OF THIS MEETING**  
**Ref. No: PA22/00338** Carwinion Vean Grove Hill Mawnan Smith TR11 5ER  
Erection of detached dwelling and domestic garage with variation of condition 2 of decision PA18/00940 dated 26.03.2018.

**Ref. No: PA22/00386** Navas Hill House Bosanath Valley Mawnan Smith TR11 5LL  
Works to trees in a tree preservation order (TPO), works to include: T1 Oak - crown reduce as per specification; and T2 Sycamore - coppice to release adjacent beech, re-coppice on 7 year cutting cycle.

**Ref. No: PA22/00939** Penmorva Bar Road Mawnan Smith TR11 5LE

Replacement two storey dwelling with basement and detached garage and associated hard and soft landscape works following demolition of existing house.

- 8) TO RECEIVE A LIST OF PLANNING DECISIONS MADE TO DATE BY CORNWALL COUNCIL**
- 9) APPROVAL OF THE LIST OF PAYMENTS FOR FEB 2022 & TO RECEIVE JAN 2021 BANK STATEMENTS AND RECONCILIATIONS**
- 10) TO RECEIVE RECOMMENDATIONS FROM THE OFFICE & FINANCE COMMITTEE RE:** Annual reviews of Financial Controls & Risk Assessment; Earmarked Reserves for 2022/23; Bank Signatories
- 11) TO ADDRESS THE PROCESS FOR DEALING WITH PLANNING APPLICATIONS RECEIVED BY THE PARISH COUNCIL**
- 12) TO AGREE RESPONSES REQUIRED TO ANY CORRESPONDENCES not already made by clerk**  
Please be aware that items listed under 'Correspondences' could be addressed as part of the relevant Agenda item given in the Associated Papers during the full council meeting.
- 13) TO RECEIVE INFORMATION AND MAKE DECISIONS ON NOTED ENVIRONMENT ISSUES INCLUDING TRAFFIC, ROADS, FOOTPATHS AND CLIMATE CONSCIOUS MAWNAN.**  
(including vote on LMP/SWCP 2022/23, update on footpaths)
- 14) REPORTS FROM OTHER GROUPS / INDIVIDUALS**
- 15) REPORT FROM CORNWALL COUNCIL WARD MEMBER**
- 16) ITEMS FOR INCLUSION AT THE NEXT MEETING**
- 17) MATTERS OF COMMUNITY CONCERN**
- 18) DATE & TIME OF NEXT MEETING: 17<sup>th</sup> MARCH 2022 AT 7.30PM**

Further information & associated papers for this agenda  
can be found on the parish council website

[www.mawnan.org.uk](http://www.mawnan.org.uk)

## Associated papers:

**Item 4** - Draft minutes of previous meeting (available on parish website)

**Item 6** – document attached with current memberships

**Item 8** - Planning decision to date: Jan to Feb '22

**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: PA21/12835** 2 Greenfields Close Mawnan Smith TR11 5EX **Status: Approved with conditions**

Single storey rear extension to bungalow

**Ref. No: PA21/12648** Goryon Kerth Little In Sight Mawnan Smith TR11 5EY **Status: Approved with conditions** **obscured glazing to NW bathroom**

Replacement roof to form new living accommodation in roof space, new porch, kitchen extension and other alterations to existing dwelling

**Ref. No: PA21/03066/PREAPP** Stable Court Grove Hill Mawnan Smith TR11 5JZ **Status: Closed - advice given**

Pre-application advice for the conversion of a two-storey annex building from a hobby space into a single bedroom dwelling, including the construction of a dormer and re-cladding at first floor level.

**Item 9** – - payments for Feb 2022 & bank rec. for Jan 2022

| Voucher | Code                           | Supplier                    | VAT            | Total           |
|---------|--------------------------------|-----------------------------|----------------|-----------------|
| 265     | Office Supplies                | GM Mobile                   | 0.00           | 3.98            |
| 266     | Inland Footpaths               | Reach PLC                   | 15.37          | 92.23           |
| 267     | Toilet - Cleaning & Materials  | Reach PLC                   | 12.81          | 76.86           |
| 287     | Allowances                     | debit card                  | 0.00           | 5.00            |
| 268     | Office Supplies                | Complete Business Solutions | 39.00          | 234.00          |
| 269     | NDP - Grant Funding            | 1&1 Ionos                   | 2.00           | 11.99           |
| 270     | Grass Cutting                  | R Sanders                   | 17.00          | 102.00          |
| 271     | S19 - Carwinion Playing Field  | R Sanders                   | 30.20          | 181.20          |
| 272     | S19 - Junior Playing Field     | R Sanders                   | 13.00          | 78.00           |
| 273     | Office Supplies                | HotPinkHaberdashery         | 0.00           | 17.47           |
| 274     | Donations/ Grants              | Coastwatch                  | 0.00           | 500.00          |
| 275     | CIL Payments                   | Mawnan School               | 0.00           | 1,000.00        |
| 276     | Toilet - Cleaning & Materials  | KC Payne                    | 0.00           | 213.67          |
| 277     | Clerks Salary (inc PAYE & NI)  | clerk                       | 0.00           | 1,006.91        |
| 278     | Toilets - Utility Charges      | EDF energy                  | 0.00           | 10.00           |
| 279     | Clerks Pension Contribution    | Nest Pensions               | 0.00           | 34.39           |
| 280     | NDP - Grant Funding            | 1&1 Ionos                   | 2.00           | 11.99           |
| 281     | Parish Pension Contribution    | Nest Pensions               | 0.00           | 75.24           |
| 282     | Telephone & Internet           | PlusNet                     | 5.40           | 32.40           |
| 283     | Miscellaneous Expenses         | clerk                       | 0.00           | 4.80            |
| 284     | Office Supplies                | clerk                       | 0.00           | 10.00           |
| 285     | Mileage & Parking              | clerk                       | 0.06           | 1.49            |
| 286     | Graveyard Maintenance/ Grounds | clerk                       | 0.07           | 1.62            |
|         |                                |                             |                |                 |
|         |                                |                             | <b>£136.91</b> | <b>£3705.24</b> |

**Item 10** – draft minutes from 24.1.22 plus current budget position attached.

**Item 11** – discussion on how planning is undertaken following recent confusion about the status of the sub-committee enacted in June 2021. Query document from me attached (CONFIDENTIAL)

**Item 12-** Correspondences. If councillors wish to see any more information on individual items this will need to be requested from the clerk.

|    | Rec'd   | Description                                                 | From                       | actions       | Agenda |
|----|---------|-------------------------------------------------------------|----------------------------|---------------|--------|
| 1  | 24.1.22 | 20 is plenty roll out question ...                          | Resident                   | Clerk dealt   |        |
| 2  | 25.1.22 | Enforcement decision – Carlidnack Road                      | CC Planning                | pending       |        |
| 3  | 26.1.22 | Additional consecration request                             | Diocese Office             | Clerk dealing |        |
| 4  | 26.1.22 | CALC AGM invitation 8.3.22 @7pm                             | CALC                       | For info      |        |
| 5  | 26.1.22 | Erosion to SWCP footpath 33                                 | P Hodgson – CC Access Team | For info      |        |
| 6  | 28.1.22 | Community Governance – start of delayed public consultation | Cornwall Council           | For info      |        |
| 7  | 31.1.22 | Grants query – falmouth surf lifesaving                     | Resident                   | Clerk dealt   |        |
| 8  | 2.2.22  | Cubert Parish –planning & enforcement issues                | A. Percy, chairman         | For info      |        |
| 9  | 7.2.22  | Affordable housing manifesto                                | Lanteglos-by-fowey         | For info      |        |
| 10 | 8.2.22  | Quotes for church maintenance works                         | Robbie's Gardens           | pending       |        |
| 11 | 8.2.22  | Report on Anvil Trust roofing                               | Anvil Trust                | For info      |        |
| 12 | 8.2.22  | S137 limit for 22/23                                        | CALC                       |               |        |
| 13 | 10.2.22 | Circulation of letter re Planning @ hotel Meudon            | general manager            | Clerk dealt   |        |
| 14 | 10.2.22 | Dangerous Parking on verges outside school                  | Resident (x2)              | Clerk dealt   |        |
| 15 | 10.2.22 | Query about upcoming planning application                   | Resident                   | Clerk dealt   |        |
|    |         |                                                             |                            |               |        |
|    |         |                                                             |                            |               |        |

**Explanation of actions:**

*Clerk dealt – clerk has replied/actioned*

*Full council – already on agenda*

*for info - forwarded to all councillors; no specific response necessary*

*Pending –may need further investigation/discussion*

**Item 13 –**



**MINUTES OF THE PARISH MEETING HELD ON THURSDAY 20<sup>th</sup> JANUARY 2022 AT 7.30PM, IN THE MAWNAN MEMORIAL HALL**

**Present:** Cllrs Sadler (Chair), Aherne, Bate, Brooksbank, Caunter, Morris & Whibley

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

**3507.22 TO RECEIVE APOLOGIES:** Cllr Bradley, Moyle & Toland

**3508.22 MEMBERS TO DECLARE ANY INTERESTS IN ITEMS ON THE AGENDA OR REQUEST DISPENSATIONS. –**  
none noted

Cllr Sadler at this point noted for the record the passing of Mr Graham Marsden, former chair of the Parish Council over the Christmas period. The Parish Clerk had sent on our condolences to his family. He also noted that a resignation from Cllr Toland had been received by the clerk today and circulated to all councillors via email. A casual vacancy notice would be requested from Cornwall Council. He also welcomes Cllr Brooksbank back to the Parish council.

**3509.22 PUBLIC COMMENTS ON ITEMS ON THE AGENDA ONLY**  
Multiple comment for PA21/11384 recorded

**3510.22 TO RECEIVE AND APPROVE THE MINUTES OF THE 16<sup>th</sup> DECEMBER 2021 FULL COUNCIL MEETING**

It was proposed by Cllr Whibley seconded by Cllr Aherne and

**RESOLVED** that the minutes of the Parish Council meeting held on 16th December 2021 be approved and signed by the Chair

on a vote being taken the matter was approved unanimously

**3511.22 ANY MATTERS ARISING FROM PAST MINUTES NOT ON THE CURRENT AGENDA (Penwarne layby bin; planning enforcement complaints; location for speed visor)**

- The clerk reported that she had made a request to Planning Enforcement via email chasing up an issues logged in October and that at present it was still within the 16 week period given to sort these matters through so nothing had come back to her. She had also written to Phil Mason (Head of Enforcement) to note that this really was not an acceptable practice – as the works in question had continued without any kind of response and enforcement practices needed to be more rigorous.
- Penwarne layby bin – County Cllr Bastin has spoken to County but there was no possibility of a new bin being purchased by them – they would provide a quote for emptying it on contract if we wanted to install one ourselves.
- Location of the speed visor coming from Perran-ar-worthal is still to be agreed.

**3512.22 TO CONSIDER PLANNING APPLICATIONS RECEIVED FROM CORNWALL COUNCIL BY DATE OF THIS MEETING**

**Ref. No: PA21/03307/PREAPP** Penpol Mill Bosanath Valley Mawnan Smith TR11 5LN

It was proposed by Cllr Sadler seconded by Cllr Brooksbank and

**RESOLVED** that the planning officer be asked to note that we are very much against a residential development on this site. Given that this site sits well within the AONB as well as being administered as a County Wildlife Site (Porthnavas Creek) and within an area TPO, no mention is being made of any affordable housing contribution so we ask why it should be classed as fit for residential redevelopment? We do not feel that the residents or developer has given any consideration to our NDP or any other landscape considerations with this application. We recognise through discussions for our NDP that the parish lacks small business premises and that suitable sites for this need to be preserved where they can. We understand that the

engineering business only wound up last year and ask if the commercial premises have been advertised in any way, rather than an immediate pre-app made for housing made? Although the road system around this area is less than ideal for commercial businesses the addition of 9 extra homes would push capacity to the limit – most of the roads a single (or less!) many showing their very limited use with a grass strip through the middle. Trenarth Bridge – which would likely see a significant uptake in the amount of traffic using it and especially larger constructions vehicles is a Grade II listed structure and would be hard pushed to cope with more usage. It is also in an area designated as a flood risk and whilst business premises would be affected by this homes would have to bear a greater impact from flooding. We would ask that very strong consideration before any form of multi-home residential development be made and that Highways and the emergency services especially have a strong say in the viability of access to this area.

on a vote being taken the matter was approved unanimously

**Ref. No: PA21/11384 Meudon Hotel Maenporth Road Maenporth TR11 5HT**

Cllr Sadler explained that he would allow time to take public comment on this application was but that it should be limited to the planning application and that if something had already been covers it would help if it was not restated. The representative of Black box Planning (for the hotel) was allowed to start to proceedings.

**Ben Reid (BR)– Black Box Planning**

Medium to long term the current hotel capacity is unsustainable. Money has been put in by Kingfisher Resorts already to refurbish facilities but there was a demand by guest for separate accommodations and the need for more amenities.

The proposed 31 extra jobs were to be views as careers within the group and not seasonal, single hotel jobs.

There would be a net gain of 37% (habitat) and 67% (hedgerow) on the field part of the project.

Bream House was already visible from the surrounding area and its redevelopment would provide something visually better within the AONB area.

There had been local consultation on future plans and the parish NDP had been used in the development of the current planning application.

Cornwall County if predominately in support of expansion of local businesses and tourism as part of the Local Plan.

**Cllr Whibley** questioned the use of language – specifically referring the development as units, not dwellings – when they were to be equipped as small houses was to get round building homes outside the NDP guidelines? She also asked why no business plan explain the need for the increased number of keys had been submitted, although Cllr Sadler said that this information was not relevant to the planning applications itself.

**Cllr Brooksbank** asked if a long term (30yr+) planning condition on the BEA including the need for a details strategy to given future material considerations weight so that no building could ever take place on it had been considered, of if a covenant could be put in place for the same? BR responded that this could be considered but that at the time of application there were still issues

**Cllr Sadler** still questioned the inclusion of the field within the redline boundary on the maps. He said that DEFRA was already encouraging biodiversity on agricultural land – was that not enough? BR responded that since the Environment Act of October 2021 amendments there was a requirement linking biodiversity net gain to the planning process. The red line was used to influence and offset the rest of the rest of the planning application as a single ‘one shot’ application but that this could be changed and split up/out.

**Cllr Ahearne** felt that a number of the plot sizes were too large. BR said that they were scaled to fit the surroundings, being mainly woodland areas. Although 27 trees would need to be removed in a managed scheme of works the topography of the site lent itself to the size of the plots and the units on them.

Cllr Morris referenced the AONB comments 'conspicuously introducing built form ... in this distinctive landscape', the introduction of '...an uncharacteristic element to the coastal landscape' with the field replanting and no explanation, and questioned how this development would conserve and enhance the AONB in any way.

Representations were then given by a number of members of the public and summarised below:

**N Heffernan**

Why was this good for the community? Why did it have to be on such a scale? Destroying the natural habitats was so not good for the community – the field had already begun to rewild after being left fallow for 2 years+ attracting various wildlife to it. Visitors to Cornwall want the coastline, not parkland. Removal of the accommodation block would just see more local need for housing for staff, when staff in the hospitality sector are already in short supply. How can this be justified?

**T Damer**

A prepared statement was read from Terry as the chair of the NDP Steering Group and is included with the appendix documents. It covers the impact on the AONB as well as how the local benefits would, on balance, be outweighed by the harm they would effect on it and how this development could be viewed as housing and not business potential.

**R Bradley**

Has a 3 bed holiday let 200m from the boundary. They love the hotel but object to the impact the buildings closer to the boundary would have on their home and accommodations though noise and light impact. The proposed 3 storey unit in the trees would have a direct line of sight from the viewing platform into their home.

**A Hornidge**

This application was totally wrong for the valley. It was a very special habitat and there would be no net gain with such glass and concrete intrusions to it. These are buildings, not beds and there was 'bending of due diligence being done to push this through. Service would also block the surroundings roads. This development was only an investment portfolio and was not looking to be run organically with the environment.

**M Mercer**

The hotel had been bought at £2 million with profit in mind. The refurbishments would be done and then the group were likely to just sell of making £8 million. There was no interest in the area, it was all about extracting a profit and that tourism was a loophole that was being exploited by developers to get house built.

There were other representations along similar lines made by members of the public and where possible BR/Black Box Planning did respond to them.

A motion to support parts of this planning application was made, however it was discussed and felt that this was not appropriate – it was a whole application and needed to be dealt with as such. Comments explaining this could be included to explain this point further in our submission. Cllr Sadler said that this had to be viewed to best address the balance between tourism and countryside. 3 storey properties are simply not suitable in this location. Light pollution in a predominantly dark skies parish was not acceptable. However support for the amenity building, or a variation thereof, was possible. The field should not be included in the application – there were better ways of increasing biodiversity gain under existing powers.

It was proposed by Cllr Brooksbank seconded by Cllr Morris &

**RESOLVED** that Mawnan Parish Council object to the this application based on the number of proposed units; the scale of development; material proposed for use; impact on the AONB and other factors as per his report to council (appendix doc)

on a vote being taken the matter was approved unanimously

**Ref. No: PA21/11810** (listed) Nansidwell Farm, North Barn Old Church Road Mawnan TR11 5HU

It was proposed by Cllr Brooksbank seconded by Cllr Whibley &

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

on a vote being taken the matter was approved unanimously

**Ref. No: PA21/11811** Nansidwell Farm, North Barn Old Church Road Mawnan TR11 5HU

It was proposed by Cllr Whibley seconded by Cllr Bate &

**RESOLVED** that Mawnan Parish Council support this applications. There should be no detrimental effect to the property from this conversion, and it shows that care for ongoing upkeep and maintenance is being given due consideration..

However with the addition of WC & Kitchenette we ask that a condition so that this area remains tied to the main property for ancillary use only and without any future potential to change into a separate dwelling/ holiday letting is included.

on a vote being taken the matter was approved unanimously

**Ref. No: PA21/12032** Masita Penwarne Road Mawnan Smith TR11 5PQ

It was proposed by Cllr Brooksbank seconded by Cllr Aherne &

**RESOLVED** that we are afraid that Mawnan Parish Council cannot give support to this application. We are not happy with the extensive use of cladding on this proposal as it is entirely out of context for the immediate vicinity (as per Policy 5 of our NDP) - almost all of the other homes along this road to the village are rendered with occasional cladding elements. We also see nothing included about the relocation of the garage and only a passing comment on landscaping works in the Design & Access statement and would ask that further plans for this be requested. We would also ask that Highways be given the opportunity to comment on this application as there are regular concerns about visibility and access to these properties made - from not only from a passing vehicle standpoint but from residents themselves - that could be addressed in this proposal, especially as this has mentioned it being a 'multi-generational' which we have assumed would see more access /egress to the property taking place.

on a vote being taken the matter was approved unanimously

**Ref. No: PA21/12160** Cliffside Durgan Mawnan Smith Falmouth TR11 5JT

It was proposed by Cllr Sadler seconded by Cllr Aherne &

**RESOLVED** that Mawnan Parish Council support this application however, as we understand the owners wish to return the outside style of the house to more of what was there maybe 50 years ago and would ask that the use of such a large amount of glass to the frontage be reconsidered.

Given that this building is in our Neighbourhood Plan NDHA we would like to see a similar building style to the original for the extension if at all possible.

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

**Ref. No: PA21/12648** Goryon Kerth Little In Sight Mawnan Smith TR11 5EY

It was proposed by Cllr Whibley seconded by Cllr Brooksbank &

**RESOLVED** that Mawnan Parish Council supports this application as it appears to be much in line with revisions being made to a number of homes in this vicinity.

on a vote being taken the matter was approved unanimously

**Ref. No: PA21/12835** 2 Greenfields Close Mawnan Smith TR11 5EX

It was proposed by Cllr Sadler seconded by Cllr Aherne &

**RESOLVED** that Mawnan Parish Council supports this application as it appears to be much in line with revisions being made to a number of homes in this vicinity.

on a vote being taken the matter was approved unanimously



**Ref. No: PA22/00206** Spinark Carwinion Road Mawnan Smith TR11 5JD

It was proposed by Cllr Whibley seconded by Cllr Sadler &

**RESOLVED** that Mawnan Parish Council support this application

on a vote being taken the matter was approved unanimously

**Ref. No: PA21/12661** Mincarlo Budock Vean Lane Mawnan Smith Falmouth Cornwall TR11 5LQ

It was proposed by Cllr Whibley seconded by Cllr Aherne &

**RESOLVED** that Mawnan Parish Council feels it can support this application.

on a vote being taken the matter was approved unanimously

**3513.22 TO RECEIVE A LIST OF PLANNING DECISIONS MADE TO DATE BY CORNWALL COUNCIL – read out**

**3514.22 TO DISCUSS ANY REVISIONS ON THE FOOTPATH MAINTENANCE CONTRACT (ENDING 31/8/21) AND THE PUBLIC SPACES CLEANING CONTRACT (TOILETS) FOR IMMEDIATE PUBLICATION**

The clerk asked that the path from the JPF to Shute Hill be included in the footpath contract, along with the whole length of footpath 20 instead of stopping through the woodland and being notified (regularly) by county that this needed cutting back. She also asked that a bi-annual cleaning of the parish benches be added to the Public Spaces contract to try to extend the life of the new benches at Carlidnack – which just needed some form of regular maintenance to them as they had a 15 year guarantee on them. These changes were agreed to and it was decided to advertise both contracts in the West Briton newspaper and online as soon as possible to get written quotes back for the March meeting.

**3515.22 TO RECEIVE ANY FURTHER COMMUNITY GRANT APPLICATIONS**

It was proposed by Cllr Sadler seconded by Cllr Brooksbank &

**RESOLVED** that an award of £500 be made to Coastwatch for upkeep of the services provided.

on a vote being taken the matter was approved unanimously

The clerk explained that the Parish Council were unable to fund the school's request directly, as it was seen as something that had already been provided for through their Central Government grant. However she had checked and funding from the CIL monies devolved to the parish could be used. Currently there was only £1500 in the CIL pot thought.

It was proposed by Cllr Sadler seconded by Cllr Bate &

**RESOLVED** that an award of £1000 be made to Mawnan Primary School for play area fencing from the CIL funds held by the PC.

on a vote being taken the matter was approved unanimously

**3516.22 TO RECEIVE AND DISCUSS ANY SUGGESTIONS FOR THE PLATINUM JUBILEE CELEBRATIONS IN JUNE 2022**

Cllr Sadler said that he had already made contact with the WI about extending their planned series of events but that he still thought this should be something that was being organised by the community and not the Parish Council. It was decided that he would contact all of the community groups on the clerk's mailing list to arrange a meeting at the Bowling Club to see if / what events could be arranged. It was still hoped that something could take place on Carwinion Field.

**3517.22 APPROVAL OF THE LIST OF PAYMENTS FOR JAN 2022 & TO RECEIVE DEC 2021 BANK STATEMENTS AND RECONCILIATIONS**

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

**RESOLVED** that accounts totalling £9861.16 inc. VAT be approved for payment & duly signed

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

**RESOLVED** that the statements of payments, receipts & bank reconciliation for the month of December 2021 be received & approved as a true record

on a vote being taken both the matters were approved unanimously

**3518.22 TO AGREED RESPONSES REQUIRED TO ANY CORRESPONDENCES not already made by clerk**

Cllr Sadler said that the Jubilee seeds needed to be done 'sooner rather than later' and suggested that our parish contractors needed to be asked to quote to do this. Cllr Whibley suggested that help might be sought from the Gardening Club.

The clerk also noted that she had received a request from the Farmer's Market to use Carwinion Field in July as the MMH was being used for the annual Craft Fair. She apologised as this was a Trusts item but the organisers needed a swift response to allow stallholders etc. to make suitable arrangements and cricket were unlikely to have their fixture list available until later in February. It was agreed that – with a proviso on cricket – the Farmer's Market would be allowed to use the field but that vehicles would be allowed to park up on the grass.

**3519.22 TO RECEIVE INFORMATION AND MAKE DECISIONS ON NOTED ENVIRONMENT ISSUES INCLUDING TRAFFIC, ROADS, FOOTPATHS AND CLIMATE CONSCIOUS MAWNAN.**

- Cllr Whibley reported that an official application for a DMMO across Trebah Carpark by WARMS had been received and validated by Cornwall Council. A 2nd application for the Tank Road submitted by Cornwall Ramblers was also being processed.
- Preferences for the level of works to be undertaken by the Countryside Access Team to Footpath 19 were requested. It was agreed that we should be looking to keep the stiles along the path unless essential that they be removed (it was noted that one or more had issues with flooding and were regularly in need of digging out in winter) whilst the one leading out directly into Grove Hill on the spur would be replaced with something a little more safety orientated.
- Issues due to erosion of the footbed of footpath 33 were being dealt with by the Countryside Access Team as were the noted issues to the granite steps in this area following on from a site visit by P Hodgson.
- There had been no uptake whatsoever with the request for members to join the Friends of Meudon Woods volunteer group. Cllr Whibley and B Raymond were to look at alternative methods to try to engage others in the project. Meanwhile yet another fallen tree in Carwinion Woods had been reported with the NT arranging for this to be removed.

**3520.22 REPORTS FROM OTHER GROUPS / INDIVIDUALS**

PG reported on the Climate Group meeting which he attended on behalf of the parish:

- There was a presentation about Dark Skies project which once again led to consideration of street lighting changes to Shute Hill which Cllr Bastin would try to sort out
- Rame's Green Guide – a project to 'Save Money, Protect Nature & Fight Climate Change' which can be tailored to individual parishes. Cllr Bastin added that the Network Group were looking into this as a CNP project (with limited funding available).
- The University have a campus working groups that are looking for projects in the parishes to help out with. PG suggested the NT rewilding of the fields at Bosloe. Cllr Whibley would look to contact the NT rangers to see if this was an option once it was decided what the rewilding here entailed.

**3521.22 REPORT FROM CORNWALL COUNCIL WARD MEMBER**

- Cllr Bastin started with notice that Cornwall County had declared a Critical Incident within Adult Social care. He said that a number of private suppliers had left of or broken contracts and with the addition of people stuck within hospitals needing care packages or follow on provisions made the system was near collapse. He said to contact him with any specific cases when a parishioner is 'trapped' in hospital, awaiting suitable post-discharge help. Wheal Vor (the ward working with patients medically able to leave but short on aftercare) is working with jobcentres across the county to provide training qualifications for Health Care Support Workers.
- He also noted the rollout of 'caseworks assist' training for clerks mainly to help them get better response time for queries following on from the large number of Council staff still works outside of normal offices. (Clerk to follow up and email details provided)
- 20 is plenty – current 30mph limits to drop to 20mph in the trial areas by June. Monitoring should be done by the police who are working closely with Cornwall Council in the trial areas.
- Highways Schemes – these will continue within the CNP areas. Expressions of interest can be sent to Esther Richmond as normal.

**3522.22 ITEMS FOR INCLUSION AT THE NEXT MEETING -**

Cllr Sadler at this point added the Cllr Caunter has discussed with him resigning from the vice-chair post, so this, along with Roles & responsibilities would be added to the next Agenda.

**3523.22 MATTERS OF COMMUNITY CONCERN – none noted**

**3524.22 DATE & TIME OF NEXT MEETING: 17<sup>th</sup> FEBRUARY 2022 AT 7.30PM**

Cllr Sadler also gave his apologies for the February meeting as he would be recovering from his knee surgery on the 7<sup>th</sup> February.

Meeting finished at 10.15pm

DRAFT

**Item 3513 -**

Planning decision to date: Dec 21 to Jan 22

**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: PA21/03262/PREAPP Status: Closed - advice given**

Street Record Anna Maria Lane Budock Vean

The Electronic Communications Code (Conditions and restrictions) (Amendment) Regulations 2017 BT intends to install fixed line broadband electronic communications apparatus

**Ref. No: PA21/03261/PREAPP Status: Closed - advice given**

Street Record Budock Vean Lane Mawnan Smith

The Electronic Communications Code (Conditions and restrictions) (Amendment) Regulations 2017 BT intends to install fixed line broadband electronic communications apparatus

**Ref. No: PA21/11860 Status: Approved unconditional**

Yesnaby The Fairway Mawnan Smith TR11 5LR

Non-material amendment (NMA1) for change from white PVCu windows and doors to anthracite aluminium windows and doors, change the existing side access door to the studio to a window and changes to extension and existing house cladding to decision PA21/02185

**Ref. No: PA21/11345 Status: Approved unconditional**

Ilbery West Bay Maenporth Road Maenporth TR11 5HP

Non-material amendment in relation to decision notice PA13/07455 dated 13.08.13 for removal of balcony balustrade and formation of mono-pitched roof covering. Relocation of garage door opening.

**Ref. No: PA21/11239 Status: Approved with conditions (not to be used as separate dwelling)** Red Cedars

Helford Passage Mawnan Smith TR11 5LB

Proposed conversion of store building to form annexe including boot room and covered link

**Ref. No: PA21/09740 Status: Approved with conditions (master en-suite obscured glass)** Highfields Grove Hill

Mawnan Smith TR11 5ER

Revised Scheme Of previous Withdrawn Application - Ground Floor Alterations With New Ground Floor Extension And Front Porch Alterations With Replacement Of Tiled Roof To Natural Slate Roof.

**Ref. No: PA21/09604 Status: Approved with conditions (1<sup>st</sup> floor master bed – obscured glass to doors)**

Rosemaen Maenporth Road Maenporth TR11 5HR

Rear and side extension to existing bungalow with new loft conversion and replace existing garage with new garage and office over.

**Ref. No: PA21/07614 | Status: Approved with conditions**

Heyle Helford Passage Mawnan Smith TR11 5LD

**Ref. No: PA21/11094 Status: Approved with conditions No further new opening to SE elevation** Chygwyn Sampys

Hill Mawnan Smith TR11 5EW

External alterations including external wall insulation and replacement windows/doors, extensions, replacement outbuilding and hard landscaping works

**Ref. No: PA21/10458 Status: Approved with conditions**

Trevean Carwinion Road Mawnan TR11 5JD

Two storey side extension and single storey rear extension (resubmission of previously approved PA21/03512 with additional obscured glass window to SE elevation).

**Item 3517** payments for Jan 2022

| Voucher | Code                           | Supplier                                              | VAT            | Total           |
|---------|--------------------------------|-------------------------------------------------------|----------------|-----------------|
| 237     | Clerks Pension Contribution    | Nest Pensions                                         | 0.00           | 6.47            |
| 238     | Parish Pension Contribution    | Nest Pensions                                         | 0.00           | 14.13           |
| 239     | Toilet - Cleaning & Materials  | KC Payne                                              | 0.00           | 213.67          |
| 240     | Clerks Salary (inc PAYE & NI)  | Clerk                                                 | 0.00           | 1,006.91        |
| 241     | Grass Cutting                  | R Sanders                                             | 17.00          | 102.00          |
| 242     | Toilets - Utility Charges      | EDF energy                                            | 0.00           | 10.00           |
| 243     | Clerks Pension Contribution    | Nest Pensions                                         | 0.00           | 34.39           |
| 244     | NDP - Grant Funding            | 1&1 Ionos                                             | 2.00           | 11.99           |
| 245     | Parish Pension Contribution    | Nest Pensions                                         | 0.00           | 75.24           |
| 246     | S19 - Junior Playing Field     | R Sanders                                             | 13.00          | 78.00           |
| 247     | S19 - Carwinion Playing Field  | R Sanders                                             | 30.20          | 181.20          |
| 248     | Graveyard Maintenance/ Grounds | Clerk                                                 | 0.00           | 1.62            |
| 249     | Mileage & Parking              | Clerk                                                 | 0.00           | 1.17            |
| 250     | Subscriptions                  | Starboard Systems Ltd                                 | 93.60          | 561.60          |
| 251     | Toilet - Cleaning & Materials  | Hygiene Depot                                         | 7.86           | 47.17           |
| 252     | Office Supplies                | Amazon                                                | 0.00           | 13.40           |
| 253     | Parish Council Websites        | Webhosts UK Ltd                                       | 3.10           | 18.60           |
| 254     | Meeting Room Hire              | Mawnan Memorial Hall                                  | 0.00           | 207.00          |
| 255     | Donations/ Grants              | Mawnan Memorial Hall                                  | 0.00           | 234.00          |
| 256     | Meeting Room Hire              | Mawnan Bowling Club                                   | 0.00           | 90.00           |
| 257     | Graveyard Maintenance/ Grounds | R Sanders                                             | 102.60         | 615.60          |
| 258     | Office Supplies                | Staples                                               | 5.68           | 34.08           |
| 259     | Postages                       | Royal Mail                                            | 0.00           | 3.40            |
| 260     | S19 - Carwinion Playing Field  | Walker Fire                                           | 23.22          | 139.32          |
| 261     | Telephone & Internet           | PlusNet                                               | 5.87           | 35.20           |
| 262     | Donations/ Grants              | Mawnan Anvil Trust                                    | 0.00           | 5,000.00        |
| 263     | Election Expenses              | Cornwall Council                                      | 0.00           | 255.00          |
| 264     | Graveyard Maintenance/ Grounds | Robbie's Garden Services & Fencing (Pending invoices) | 0.00           | 870.00          |
|         |                                |                                                       | <b>£304.13</b> | <b>£9861.16</b> |

**Item 3518-** Correspondences

|    | Rec'd    | Description                                              | From                             | actions      | Agenda |
|----|----------|----------------------------------------------------------|----------------------------------|--------------|--------|
| 1  | 17.12.21 | May 2021 election recharges – provisional                | R Olver – Cc Democratic services | pending      |        |
| 2  | 17.12.21 | Penwarne layby – litter pick complaint (ongoing)         | Resident                         | pending      |        |
| 3  | 17.12.21 | Pavement at Lowenna – post CORMAC meeting chaser info    | Resident                         | pending      |        |
| 4  | 4.1.22   | Death of Graham Marsden – notification from family       |                                  | For note     |        |
| 5  | 5.1.22   | CC budget consultation webinar                           | CC Finance                       | For info     |        |
| 6  | 5.1.22   | Local Council survey on nature                           | CC Environmental Service         | For info     |        |
| 7  | 5.1.22   | DMMO at Trebah Gardens carpark                           | CC Map Officer                   | For info     |        |
| 8  | 5.1.22   | Footpath 19 – footbed works proposals                    | CC Access Team                   | Full council |        |
| 9  | 5.1.22   | Penwarne bin – Cllr Bastin info                          | Cllr Bastin                      | Pending      |        |
| 10 | 5.1.22   | Jubilee Celebrations – what is being done /by whom       | Resident                         | Full council |        |
| 11 | 5.1.22   | Problems with waterlogging of memorials at the graveyard | Resident                         | Clerk dealt  |        |

|    |         |                                                                                 |                    |                     |  |
|----|---------|---------------------------------------------------------------------------------|--------------------|---------------------|--|
| 12 | 6.1.22  | CALC Jan training schedule                                                      | CALC               |                     |  |
| 13 | 6.1.22  | Hotel Meudon – changes between preapp and full application                      | Black Box Planning | Full council        |  |
| 14 | 6.1.22  | Fal Uni winter newsletter                                                       | Fal & Exeter Uni   | For info            |  |
| 15 | 6.1.22  | Toilet backflow again – SWW contacted + CC Environmental Health                 | Contractor/user    | Clerk dealing       |  |
| 16 | 10.1.22 | Grant application by school – PC unable to finance from precept - ? CIL funding | Headteacher        | Clerk dealing       |  |
| 17 | 10.1.22 | Sewing Jubilee seeds – advice from CORMAC                                       | CORMAC             | Full council        |  |
| 18 | 11.1.22 | Report of issues with footpath 33 (below church)                                | Cllr Whibley       | Full council        |  |
| 19 | 12.1.22 | Submission of revised NDP documents                                             | R Lacey, CC        |                     |  |
| 20 | 12.1.22 | Toilet issue – SWW actions to be taken                                          | From CC            | Clerk dealt         |  |
|    | 5.1.22  | Farmers Market – use of Carwinion in July (MMH being used for craft fair)       | Farmer Market      | Needs response asap |  |
|    |         |                                                                                 |                    |                     |  |
|    |         |                                                                                 |                    |                     |  |
|    |         |                                                                                 |                    |                     |  |

Please remember that comments on planning application PA21/11384 received directly to the clerk prior to the meeting, along with the comments from T Damer (NDP SG) and the report provided by Cllr Brooksbank to the parish council as an appendix document to these minutes.

**MAWNAN PARISH COUNCIL  
COMMITTEES AND REPRESENTATIVES**

| <b>COMMITTEE</b>             | <b>MEMBERS</b>                                 | <b>OUTLINE OF FUNCTION</b>                                                                                                                                                                                                                                                               |
|------------------------------|------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Planning Committee           | Cllrs Whibley, Aherne, Bradley & Sadler<br>(5) | Provides recommendations to Full Council meetings, as required. Has the power to call for site visits to take place but cannot make unilateral decisions on behalf of the PC.                                                                                                            |
| Office and Finance Committee | Cllr Caunter, Moyle, Sadler & Whibley<br>(5)   | Formulates new policies & procedures as required. Discusses financial, procedural and administrative matters (inc HR), making recommendations to the Full Council. Discusses annual Budget & Precept recommendations. Has no delegated powers, and makes recommendations to the Council. |
| Burials Committee            | Cllrs Moyle<br>(3)                             | Meets to agree procedures & initiatives to the workings of the new graveyard. Delegated powers (spending up to a limit of £5000).                                                                                                                                                        |
| Emergency Planning Committee | Cllr Sadler & Moyle<br>(2)                     | Only meets in an emergency situation, such as natural disaster, terrorism threats, etc.                                                                                                                                                                                                  |
| Staffing Committee           | Cllr Sadler<br>(4)                             | Meets to manage the appointing/ interview when new members of staff are required. Is also called on to appoint a 3 member grievance sub-committee to investigate any Formal Grievance from an employee or, subsequently, a 3 member Appeal Panel.                                        |

|                |                               |                                                                                                                                                                                                                         |
|----------------|-------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Climate change | Cllr Whibley<br>(1 + reserve) | Created to act as an central information point for the various climate change/ sustainability/ green initiatives and groups within the parish and to have a position on the CNP (Community Network Panel) Climate Group |
|----------------|-------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

| <b>OUTSIDE BODY</b>                                           |                                  | <b>SUMMARY OF ACTIONS</b>                                                                                 |
|---------------------------------------------------------------|----------------------------------|-----------------------------------------------------------------------------------------------------------|
| Community Network Panel (CNP)                                 | Cllr Bradley<br>(1 + reserve)    | County led, area based consultation and information sharing forum                                         |
| Junior Playing Field & Carwinion Playing Field Trusts         | All sitting councillors          | These are charitable Trust which own and manage the Junior and Carwinion Playing Fields, in Mawnan Smith. |
| Memorial Hall Committee                                       | Cllr Moyle<br>(1)                | Manages all aspects of the operation of the Memorial Hall, in Mawnan Smith.                               |
| Helford Marine Conservation Group & Helford River Association | Cllr Whibley<br>(1)              | Seeks to preserve the underwater marine environment of the Helford River.                                 |
| Rendlesham Trust                                              | Cllr Sadler + Brooksbank<br>(2 ) | Offers financial support to the needy in Mawnan Smith.                                                    |

|                                                              |                                                        |                                                                                                 |
|--------------------------------------------------------------|--------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| <b>NEW FOR 2021/22</b><br>Carwinion Self<br>Management Group | 2 members - PENDING                                    | Oversees day to day management of the Carwinion Playing Field along with a group of field users |
| MUGA / Youth Project                                         | Cllrs Caunter, Toland, Sadler,<br>Aherne & Bate<br>(5) | Carwinion Changes project – scope to be agreed by group                                         |

### PORTFOLIOS

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

| PORTFOLIO                           | COUNCILLOR | COMMENTS                                                                                                                    |
|-------------------------------------|------------|-----------------------------------------------------------------------------------------------------------------------------|
| Footpaths, Beaches &<br>Tree Warden |            | Liaison with Cornwall CC and the Parish Council's maintenance contractor, regarding all aspects of Rights of Way and Trees. |
| Youth Liaison                       |            | Liaison with the Youth Club leaders and School on any issues concerning young people.                                       |





**MINUTES OF A MEETING OF THE OFFICE AND FINANCE COMMITTEE OF MAWNAN PARISH COUNCIL HELD ON MONDAY 24<sup>th</sup> JANUARY 2022 AT 7.00PM IN MAWNAN BOWLING CLUB, CARWINION ROAD, MAWNAN SMITH.**

**PRESENT:** Cllrs Caunter (chair) , Whibley & Sadler

**ALSO PRESENT:** Mrs L Clements, clerk

393.22F **TO RECEIVE APOLOGIES FOR ABSENCE -** Cllr Moyle

394.22F **MEMBERS TO DECLARE ANY INTERESTS IN THE ITEMS ON THE AGENDA (OVER £50) OR REQUEST DISPENSATIONS –** none noted

395.22F **PUBLIC COMMENT ON ITEMS ON THE AGENDA –** none noted

396.22F **TO RECEIVE AND APPROVE THE MINUTES OF THE MEETINGS OF THIS COMMITTEE HELD ON THE 25<sup>TH</sup> OCTOBER AND 6<sup>TH</sup> DECEMBER 2021 AND THE CHAIRMAN TO SIGN THEM**

It was proposed by Cllr Caunter, seconded by Cllr Whibley and  
**RESOLVED** that the minutes of the meetings held on 25<sup>th</sup> October and 6<sup>th</sup> December 2021 be approved and signed by the Chair.

on a vote being taken the matter was approved unanimously

397.22F **TO BE ADVISED OF ANY INFORMATION PERTAINING TO PREVIOUS MINUTES, AMENDMENTS AND ACTIONS AGREED THEREIN.**

The clerk noted that the new office furniture was in place, but that the new pc was awaiting a suitable time to transfer files and swap over into use. Hopefully this would happen next week.

398.22F **REVIEW OF CURRENT BUDGET POSITION 2021/22 (3rd quarter) AND DISCUSSION OF ANY SIGNIFICANT ISSUES (including signing off on quarter's bank statements)**

Having gone through the current budget state the clerk explained the ££7500 overspend likely by the end of year – it included a spend of £2989 from Earmarked Reserves (graveyard contingency works; a burial fees refund and the community benches); and increase of approx. £1000 on the Playing Fields maintenance contract and the shortfall from last year's graveyard income on this year's maintenance costs (+/- £3520). There would also have to be the extra amount put into Donations & Grants at the December Full Council meeting to be taken into account.

399.22F **CONTINUATION OF DISCUSSION ON EARMARKED RESERVES POSITION FOR 2022/23**

The clerk explained that there still needed to be some adjustments made to the proposals for Earmarked Reserves discussed at the last meeting as we were allocating more than we had available. She explained that Earmarked Reserves were viewed as dedicated funds so they could not be used to fund day to day expenditure during the rest of the year and that this was what she was concerned about.

After discussion it was agreed that the amounts proposed for the 'new' projects be taken down, so the Earmarked Reserves now stood at:

|                                              |                   |
|----------------------------------------------|-------------------|
| Helford Carpark Trust                        | 200.00            |
| H&S                                          | 1,000.00          |
| graveyard Contingency                        | 3,905.00          |
| Election Expenses                            | 1,250.00          |
| Solar Grant Funding                          | 34,234.00         |
| Burial Fees                                  | 2,800.00          |
| Small Business rates grant (Public Services) | 8,785.24          |
| Smaller Projects - specific funding          | 785.00            |
| NDP - parish pot                             | 2,815.06          |
| MUGA Project                                 | 25,000.00         |
| Tree Planting                                | 5,000.00          |
| Jubilee Reserve                              | 5,000.00          |
| Roads & traffic                              | 10,000.00         |
|                                              |                   |
| <b>TOTAL EARMARKED RESERVE</b>               | <b>100,774.30</b> |

It was however noted that the likely intention was that the Solar Grant Fund would be approached to contribute to the MUGA project first, rather than the Parish Council and that the £25,000 earmarked was to be viewed as a 'fluid contingency fund' and could be released if necessary. Similarly the Jubilee Reserve is for the event in June and anything in this budget not spent after this would return to General Reserves immediately.

**400.22F INTERNAL AUDIT REVIEW & UPDATE**

The only point raised in the Internal Auditor's Report had now been completed and the advice on the acceptance of budget then precept in December noted.

**401.22F ANNUAL REVIEW OF INTERNAL FINANCIAL CONTROLS, FINANCIAL RISK ASSESSMENT & HEALTH AND SAFETY UPDATE**

The clerk explained that there were a number of changes to both documents that had been instigated by COVID legislation that would need to be reviewed in year as they become obsolete. These were highlighted in either yellow or green.

It was proposed by Cllr Sadler seconded by Cllr Caunter and

**RESOLVED** that the Internal Financial Controls & Risk Assessment be adopted with regular in year review by Cllr Caunter to occur

on a vote being taken the matter was approved unanimously

**402.22F TO UPDATE BANK SIGNATORIES TO INCLUDE THE VICE –CHAIR, TO REMOVE CLLR MOYLE AND TO PROCESS THE ANNUAL NATIONWIDE WITHDRAWAL**

Following on from Cllr Toland's sudden resignation at the Full Council meeting last week and with Cllr Sadler's upcoming medical procedure the clerk asked that the motion to removed Cllr Moyle be delayed until Cllr Caunter's addition had gone through, so as not to leave her short of cheque signatories.

She was also in the process of updating Trustee signatories as these never tied up with the parish accounts since they were not viewed as being the same organisation. Currently there were no signatories with electronic access.

It was proposed by Cllr Caunter, seconded by Cllr Sadler and  
**RESOLVED** that Cllr Caunter be added to the parish's bank accounts as signatory with full electronic banking privileges and that Cllr Toland be removed asap.

on a vote being taken the matter was approved unanimously

The meeting finished at 8.15pm

DRAFT

|                               | Current Year 2021-2022 |           |           |           |           |               | NOTES                                                                                                                     |
|-------------------------------|------------------------|-----------|-----------|-----------|-----------|---------------|---------------------------------------------------------------------------------------------------------------------------|
|                               | Receipts               |           | Payments  |           | Forecast  | 2021/22       |                                                                                                                           |
|                               | Budget                 | Actual    | Budget    | Actual    |           | Projected EoY |                                                                                                                           |
| Administration/Rent           |                        | 1,222.56  | 5,600.00  | 5,570.31  | 539.53    | 6,109.84      | without rates -£4887.28                                                                                                   |
| Insurance                     |                        | 0.00      | 780.00    | 754.07    |           | 754.07        |                                                                                                                           |
| Meeting Room Hire             |                        | 0.00      | 350.00    | 38.37     | 381.63    | 420.00        | will need budget increase for 22/23                                                                                       |
| Internal Audit Fees           |                        | 0.00      | 225.00    | 225.00    |           | 225.00        |                                                                                                                           |
| External Audit Fees           |                        | 0.00      | 350.00    | 300.00    |           | 300.00        |                                                                                                                           |
| Parish Council Websites       |                        | 0.00      | 100.00    | 47.39     | 17.61     | 65.00         |                                                                                                                           |
| Publications                  |                        | 0.00      |           | 0.00      |           | 0.00          |                                                                                                                           |
| Salaries                      |                        | 0.00      | 16,500.00 | 11,108.00 | 4,892.00  | 16,000.00     | 2021/22 pay agreement pending (approx £400PA)                                                                             |
| Training & Conference Fees    |                        | 0.00      | 1,000.00  | 110.00    | 90.00     | 200.00        | variable                                                                                                                  |
| Allowances                    |                        | 0.00      | 100.00    | 20.46     |           | 20.46         |                                                                                                                           |
| Subscriptions                 |                        | 0.00      | 1,200.00  | 927.51    | 768.00    | 1,695.51      | all annual subs now included ( HMCg + ICO + ICCM)                                                                         |
| Paths & Open Spaces           | 1,473.70               | 1,448.68  | 4,000.00  | 2,677.83  | 960.01    | 3,637.84      |                                                                                                                           |
| Public Services               |                        | 0.00      | 5,200.00  | 3,008.71  | 1,337.97  | 4,346.68      | £1000 in budget for toilet block repairs/maint                                                                            |
| Misc                          |                        | 3.20      | 1,398.00  | 1,435.00  |           | 1,435.00      | Stephens Scown (CET-Legal fees) £898 + office design fees £500                                                            |
| NDP - Grant Funding           |                        | 0.00      |           | 106.01    |           | 140.00        | remains of Groundworks Grant (reserve)                                                                                    |
| NDP - Parish Pot              |                        | 0.00      |           | 0.00      |           | 0.00          | Earmarked reserve - likley used in referendum                                                                             |
| S19 - Carwinion Playing Field |                        | 0.00      | 6,240.92  | 4,791.18  | 1,711.24  | 6,502.42      | BIG increase on contract renewal                                                                                          |
| S19 - Junior Playing Field    |                        | 0.00      | 5,000.00  | 4,655.00  | 1,315.01  | 5,970.01      | BIG increase on contract renewal                                                                                          |
| S234 (PH Act) - AED Grant     |                        | 0.00      | 125.00    | 125.00    | 0.00      | 125.00        |                                                                                                                           |
| Donations & Grants            |                        | 0.00      | 10,290.00 | 6,311.00  | 5,234.00  | 11,545.00     | See separate Donations & Grants breakdown                                                                                 |
| Graveyard                     | 2,000.00               | 4,145.00  | 3,200.00  | 5,480.76  | 1,239.62  | 6,720.38      | lower cfw for 20/21. interment issue - £700 refund; missed Mar 21 contractor invoice £600; Tender advert £48              |
| Precept                       | 48,917.00              | 48,917.00 |           | 0.00      | 0.00      | 0.00          |                                                                                                                           |
| CTS Grant                     | 471.08                 | 471.08    |           | 0.00      | 0.00      | 0.00          |                                                                                                                           |
| Bank Interest                 | 100.00                 | 6.01      |           | 0.00      | 0.00      | 0.00          |                                                                                                                           |
| Earmarked Reserves            | 6,000.00               | 0.00      |           | 2,988.75  | 0.00      | 2,988.75      | see separate Reserves breakdown sheet                                                                                     |
| Reclaimed VAT                 |                        | 0.00      |           | 0.00      | 0.00      | 0.00          |                                                                                                                           |
| CIL payments                  |                        | 1,512.45  |           | 0.00      |           | 0.00          |                                                                                                                           |
|                               | 58,961.78              | 57,725.98 | 61,658.92 | 50,680.35 | 18,486.62 | 69,200.96     | Explanation of overspend: £2989 Earmarked Reserves (not in budget); £3520 Graveyard shortfall; £1000 S19 contract changes |

Please be aware that Projected EOY figures are for EXPENDITURE ONLY - they do not relate to any receipts.

Earmarked Reserves includes funding specific to the SOLAR GRANT and as such is separate from our Parish Council funds. Budget setting does not include Solar Grant money

CIL income is also ringfenced - it may be spend only on works to offset the impact of development

Funds spent from Earmarked Reserves do not show on budget or income but do show as payments (see Earmarked breakdown)

## parish clerk

---

**From:** parish clerk <clerk@mawnan.org.uk>  
**Sent:** 25 January 2022 08:02  
**To:** [REDACTED]  
**Subject:** RE: Traffic speed reduction

Hi [REDACTED]

Yes ... although County could still decide that this should be outside the new dropped speed as an exception road.

Penwarne took a lot of time – years in fact – and was topped off by a series of ‘near misses’ and real accidents on this stretch of road, one taking out a front garden.

We lobbied for repainting of white lines, a speed camera, tree works, lack of pavement, the moving of the school busstop – a whole raft of things that unfortunately would not apply to the Trebah road.... as for a good chunk this has an alternative footway through the adjoining field/treescape thanks to the National Trust.

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

\*\*\*\*\*

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.

---

**From:** [REDACTED]  
**Sent:** 24 January 2022 16:49  
**To:** lisa <clerk@mawnan.org.uk>  
**Subject:** Re: Traffic speed reduction

Dear Lisa,

I've just looked back at your email and I don't think I took in what you wrote when I first read it! Are you saying that the residential area on penwarne Road, having recently dropped to 30, will therefore further drop to 20?!

If that's so, I'm delighted.... And can't wait to see what white van man makes of that!!!!

On that very point though, how did it get passed that penwarne was allowed to drop from 40 to 30 in the first place?

I only ask to know whether the same circumstances could be applied to enable the trebah road to drop in the same way. I realise you said it would be pretty impossible to achieve but just wondered how that stretch had managed it?

Well, I'm hopeful either way and looking forward to safer roads! I hope it's enforceable... The police are going to be busy!!

Best wishes,

---

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

**Sent:** 24 January 2022 11:51

**To:** [REDACTED]

**Subject:** RE: Traffic speed reduction

Hi [REDACTED]

We are going to be part of the initial trial scheme, seeing all roads currently listed as 30mph reducing to 20mph which should start in April. We have specifically requested that no exceptions be made anywhere in the parish ... so the "white van" drivers using Penwarne Road/ No-Mans-Land are in for a shock!

And whilst it would look to cover the village to the Bosloe junction it would not extend out to Trebah/ Helford Passage as this is a 40mph zone. The stretch of Penwarne Road (bet you have the same problem round the curves from Bosilliac to the farm entrance) is not likely to be tackled as part of this either.

Since the 40mph zones do tend to be outside of built residential areas I'm afraid lobbying for them to be changed is very unlikely to be successful.

More info on the 20 is plenty initiative can be found at: [https://www.cornwall.gov.uk/transport-parking-and-streets/roads-highways-and-pavements/20mph-speed-limits/?fbclid=IwAR3k8-20SWz9V0bxXoBlnTuba1WOBdzRb7IIlokU7K\\_66H2fDz-x6D4rl-4](https://www.cornwall.gov.uk/transport-parking-and-streets/roads-highways-and-pavements/20mph-speed-limits/?fbclid=IwAR3k8-20SWz9V0bxXoBlnTuba1WOBdzRb7IIlokU7K_66H2fDz-x6D4rl-4)

Ta

Lisa C

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

Email: [clerk@mawnan.org.uk](mailto:clerk@mawnan.org.uk)

Tel: 01326 251022

Office Hours: Monday, Wednesday & Thursday 9am to 2pm

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**From:** [REDACTED]  
**Sent:** 24 January 2022 11:21  
**To:** lisa <[clerk@mawnan.org.uk](mailto:clerk@mawnan.org.uk)>  
**Subject:** Traffic speed reduction

Dear Parish Clerk,

I was planning to email you at the end of 2021 to ask for the parish councils consideration and support regarding the possibility of reducing the village speed limit from 30 to 20 mph.

However, I held off as I heard Cornwall council already had plans in place for this to occur in trial sites, one of which is the falmouth and Penryn region.

I understand this will include Mawnan, but as I have heard nothing more I wonder whether you are able to confirm this?

I also wonder whether you might know when this is planned to take place?

As a keen walker, cyclist and horse rider, as well as a mother I have had growing anxiety about the speed and recklessness of vehicles through our village. An accident is waiting to happen and it's a case of 'when' not 'if'.

As I don't know the exact details of the trial scheme I would like to ask for the parish councils support in also reducing the speed limits around the periphery of the village. Particularly, the road from Penwarne into the village and the road from the village centre out towards trebah. These are also an area where an accident is waiting to happen and where cyclists, walkers and riders are regularly put at risk. Whilst 20 may be too little on these stretches, perhaps a 30 limit could be considered in place of the current 40?

Otherwise, I do feel we may not entirely resolve the increasing lack of safety on our roads for all non vehicular users, who might suddenly find themselves surrounded by traffic rapidly accelerating from 20 to 40 as they leave the village.

My personal belief is that safety of the mass should always outweigh an individual wish for speed.

Thank you so much for your time.  
I look forward to hearing from you in due course.

Kindest regards,

[REDACTED]

## parish clerk

**From:** [REDACTED]  
**Sent:** 26 January 2022 15:44  
**To:** Jackie Whibley  
**Cc:** Countryside Access Team (Environment); Lisa Clements  
**Subject:** RE: Mawnan Footpath 220/33/4: report of erosion

Information Classification: CONTROLLED

Hi Jackie,

I managed to get out to inspect these issues this week.

I found 2 areas of erosion needing attention and saw the 3 steps you refer to in your email.

The steps will be changed so the step height is more manageable and the 2 areas of erosion will be dealt with. I am awaiting advice from our Soils and Minerals Engineer and will put a works package together based on this. Works will be done, but probably not until Spring.



Also for your information the 3 flights of granite steps to the west of the steps you reported will be removed under coastal access external funding. A new footpath will be installed that heads up over the bank at this point. The reason for this work is that we have found evidence of gradual path movement in this area and the best long term solution is to re route the footpath slightly further inland.



Kind regards,

**Penny Hodgson**  
**Countryside Ranger (Area 2)**

Public Rights of Way  
Environment  
CORMAC

Please note I work Monday, Tuesday and Wednesday only.

Cormac Head Office, Western Group Centre, Scorrier Depot, Radnor Road, Scorrier, TR16 5EH

 Please consider the environment before printing this e-mail.



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**From:** Jackie Whibley [REDACTED]  
**Sent:** 16 January 2022 17:37  
**To:** Penny Hodgson <penny.hodgson@cormacltd.co.uk>  
**Cc:** Countryside Access Team (Environment) [REDACTED] Lisa Clements <clerk@mawnan.org.uk>  
**Subject:** Re: Mawnan Footpath 220/33/4: report of erosion

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Hi Penny and team, and Lisa,

I checked this footpath this afternoon and yes, it is falling away at the outer edge, and is just one boot wide in that place now.

It seems to me that, in addition, there are two sets of steps in the direction of Rosemullion Head where the "risers" are steeper than seems safe, and the treads of the one set worn down behind the riser. My photos show how the public are trying to cope with these.

Please could you take a look at this whole section of path (I am reporting 3 areas of concern with this email), and see what can be done to improve it for walkers?

Many thanks.

Kind regards,

Jackie Whibley  
Parish Councillor, Mawnan

**From:** Cornwall Council <tpcnewsletter@cornwall.gov.uk>  
**Sent:** 28 January 2022 09:29  
**To:** clerk@mawnan.org.uk  
**Subject:** Start of public consultation on Community Governance Review deferred proposals

28 January 2022

[View this email in your browser](#)



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## Start of public consultation on Community Governance Review deferred proposals

A public consultation has launched on the proposals that were deferred due to the coronavirus pandemic.

The original Community Governance Review took place during 2019 and 2020, looking at local government arrangements across Cornwall, and seeing where changes could be made to reflect changing communities. The review was placed on hold when the pandemic began, meaning the Council could not complete its decision making for all proposals. Those left outstanding are now going out for public consultation once more due to the time period that has elapsed since the original review.

A full list of the outstanding decisions to be made and details of the proposals under consideration can be found at our [Let's Talk Cornwall website](#). For each relevant area there is a dedicated page with key information and a survey. A downloadable / printable reference copy is also available.

Public consultation on the deferred community governance review proposals will last for eight weeks and close on **20 March 2022**. The feedback will then be considered by the Constitution and Governance Committee, chaired by Cllr Barry Jordan.

If any of the deferred proposals affect your parish, please encourage your local community to participate in the public consultation. A [promotional poster](#) for use on notice boards is available. To order hard copies of this poster, please contact [cgrs@cornwall.gov.uk](mailto:cgrs@cornwall.gov.uk).

Please note:

- You do not need to re-submit any views that you have already provided to us during the original consultation, as these will still be considered.
- We are asking for any additional views, particularly with regards to any relevant changes that may have taken place in the area since March 2020 that impact on the proposals under consideration.
- New proposals will not be considered.
- To submit your feedback, you can either use the online survey or submit your response by email to [cgrs@cornwall.gov.uk](mailto:cgrs@cornwall.gov.uk).

Consultation responses will be fully considered when the Council makes its final decisions on the deferred proposals later in the year. For more information, please visit <https://letstalk.cornwall.gov.uk/cgr> or call 0300 1234 100 or email [cgrs@cornwall.gov.uk](mailto:cgrs@cornwall.gov.uk).

A Community Governance Review can make a number of changes to parish governance when there is clear evidence this would be an improvement:

- It can make changes to parish areas including changes to boundaries between parishes, mergers of parishes or creating a new parish out of part of one or more existing parishes .
- It can make changes to the number of parish councillors or introduce or change parish warding arrangements .
- It can accommodate changing the name of a parish .
- It can accommodate the grouping together of parishes under a common parish council.

Cornwall Council has to ensure that community governance arrangements are:

- Reflective of the identities and interests of the community in that area, and

- Effective and convenient (this relates to the ability of parishes to provide services for their residents).

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'Onen Hag Oll'



**parish clerk**

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**From:** [REDACTED]  
**Sent:** 07 February 2022 11:46  
**To:** [REDACTED]  
[REDACTED]  
[REDACTED]  
**Subject:** perranpc@btinternet.com; ponsanoothpc@gmail.com  
**Attachments:** FW: housing policy  
updated housing subgroup.docx

Hello - please see the attached.

Kind regards.

Gillian Thompson (Mrs)  
Parish Clerk  
Lanteglos by Fowey Parish Clerk  
[REDACTED]  
[REDACTED]  
[REDACTED]

## **CORNWALL'S HOUSING CRISIS**

**All over Cornwall, a roof over one's head, the most basic of human needs, is increasingly difficult to find. Those in a position to change things need to be prompted to take the necessary action.**

**Please consider this housing manifesto at your next meeting. If you agree with it (feel free to amend it to your taste) please notify your local Member of Parliament and all 87 Cornwall Council elected representatives.**

### **BACKGROUND**

Lanteglos-by-Fowey Parish Council's September meeting was asked to consider Bude-Stratton Town Council's response to Cornwall's housing crisis. We supported Bude-Stratton and produced this manifesto.

1. **Increase social housing and affordable homes in Cornwall** - to enable local people to remain in Cornwall and ensure we keep thriving Cornish communities.
  - 1.1. **Stop Right to Buy in Cornwall.** This policy has created an acute shortage of publicly-owned (and therefore accountable, well-maintained and affordable) homes for local people. It has funnelled in-need people into the arms of landlords, where there is no security of tenure and little control over the protection of vulnerable tenants. Within the main town of our parish, Polruan, some 28% of social housing stock has been lost through right to buy and some 10% of this are now second homes! One of our residents has recently been uprooted after 35 years in the village and moved 25 miles away. This has caused significant stress and mental health issues. The definition of housing need has evolved in line with the shortage of housing to the point where cases previously classified as dire need are now considered to be tolerable by the housing authority.
  - 1.2. Situations such as this can no longer be tolerated. Cornwall Council must end Right to Buy to send a strong signal to the people of Cornwall that it has the interests of the people it represents at heart. It is no longer acceptable for elected members to say only Parliament can end Right to Buy. That may be true but Cornwall Council has a choice between backing the people of Cornwall (and winning the support of the people of Cornwall) and accepting the dictat of remote politicians.
  - 1.3. **End Bedroom Tax.** This cruel policy, derived from the sale of council houses, meant remaining stock was at a premium so council tenants with extra bedrooms were stigmatised and penalised. The comments in 1.1 above apply to those within Cornwall Council who will say Bedroom Tax can only be ended by national government.
  - 1.4. **Increase affordable housing stock for purchase** - selling new properties to local residents only (a clear definition of 'local resident' is required throughout Cornwall to ensure homes are fairly allocated)
  - 1.5. **Increase the stock of social housing.** Cornwall Council has significant financial resources, and given the severe need for social housing, could use its financial weight to build publicly-owned, publicly-controlled social housing for rent. Using its own well-trained, well-paid, well-motivated workforce to design and build these homes, Cornwall Council could become a motive force for economic regeneration in the county.
  - 1.6. **Cornwall Council should end its partnerships with developers.** Current county council policy is fundamentally flawed in that hundreds of millions of pounds of public money is given to private developers for Cornwall to fulfil its house-building commitment. Developers' pursuit of profit, at the expense of meeting local need, is at least partly-

responsible for the current dire shortage of decent, affordable, publicly-owned housing for rent.

- 1.7. **Requisition empty or underused properties** to house residents in desperate need. There are current and historical precedents for such action.

## 2. **Reduce second home ownership and holiday rentals.**

In our Parish, some 50% of homes are owned by people whose main residence is outside Cornwall. Many of these houses remain empty for significant periods, affecting the vitality of our communities. At the same time, there is a significant shortage of housing stock for local people. We are at risk of our local communities dying out.

- 2.1. **Make it less attractive to own second homes** - increase council tax levies, put in planning constraint, introduce caps on numbers of second homes in key areas,
- 2.2. **Make it less attractive buy holiday rentals** - increase business rates and ensure council tax is being paid if properties are not being fully rented etc
- 2.3. **Make it more attractive to rent to long term tenants** – grants or subsidies by the council toward council rentals, incentives to private landlords etc

## 3. **Put People First and improve the quality of life for tenants**

- 3.1. **Bring back secure tenancies for all housing under Cornwall Council control.** It is unacceptable that tenants live in a permanent state of anxiety about eviction. S.21, no fault, evictions need to be ended. It may be said that Cornwall Council cannot intervene in the relationship between landlord and tenant and the courts. Surely with the political will, Cornwall Council could create a climate whereby landlords who evict tenants without just cause, are penalised. Cornwall Council could declare that no S.21 eviction can take place unless there is suitable, local, alternative accommodation available.
- 3.2. **Set up rent tribunals throughout Cornwall.** This will ensure that rents reflect local incomes.
- 3.3. **Set up a register of private landlords.** This will serve to protect tenants somewhat protected from unscrupulous landlords. The register could, for instance, record whether a landlord is DBS-checked, if they have applied for S.21 evictions and if so, how many etc.
- 3.4. **Change the definition of affordability.** “Affordability” should be linked to local incomes rather than local house prices.
- 3.5. **Close the house transfer register to people with no Cornwall connection.**

Lanteglos-by-Fowey Parish Council feels strongly that the above actions are urgently needed. We commend these actions to every town and parish council in Cornwall and ask that these bodies endorse the actions (or something similar) and press Cornwall’s MPs and all 87 Cornwall councillors to adopt the same.

Please reply to [clerk@lanteglosbyfowey.org.uk](mailto:clerk@lanteglosbyfowey.org.uk)

## parish clerk

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**From:** Isabelle Risner <Isabelle.Risner@cornwall.gov.uk> on behalf of CornwallALC Enquiries <enquiries@cornwallalc.org.uk>  
**Sent:** 08 February 2022 10:24  
**To:** CornwallALC Enquiries; Sarah Mason  
**Subject:** Section 137 limit - 2022/20223

Information Classification: CONTROLLED

Dear All -

The Department for Levelling Up, Housing and Communities (DLUHC) has notified the National Association of Local Councils (NALC) that the appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for local (parish and town) councils in England for **2022/23 is £8.82 per elector.**

Further details can be found on the NALC website here: [Government confirms Section 137 expenditure limit for 2022/23 - News \(nalc.gov.uk\)](#)

Many thanks

Isabelle Risner

Assistant County Officer  
Cornwall Association of Local Councils  
Unit 1/1a Riverside House  
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