



**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON THURSDAY 19<sup>TH</sup> MAY 2022 AT 7.30PM, IN THE MAWNAN BOWLING CLUB**

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

**ALSO PRESENT:** Mrs L Clements, Clerk + 11 members of the public

3584.22 **TO RECEIVE APOLOGIES:** Cllrs Morris & Moyle

3585.22 **TO ELECT A CHAIRMAN FOR THE MUNICIPAL YEAR 2022/23 AND SIGNING OF THE DECLARATION OF ACCEPTANCE OF OFFICE**

It was proposed by Cllr Sadler seconded by Cllr Whibley and

**RESOLVED** that Cllr Brooksbank is nominated and, with no other nominees, elected as chair

on a vote being taken the matter was approved unanimously

3586.22 **TO APPOINT A VICE CHAIRMAN FOR THE MUNICIPAL YEAR 2022/2023**

It was proposed by Cllr Whibley, seconded by Cllr Bate and

**RESOLVED** that Cllr Sadler is nominated and, with no other nominees, elected as vice-chair

on a vote being taken the matter was approved unanimously

3587.22 **TO CONFIRM STANDING COMMITTEES & TO APPOINT MEMBERS FOR THE MUNICIPAL YEAR 2022/23**

COMMITTEE	MEMBERS
Planning Committee	All sitting councillors
Planning Advisory Group Committee	Cllrs Brooksbank & Whibley (2)
Office and Finance Committee	Cllrs Brooksbank, Moyle, Sadler & Whibley (temp) (5)
Burials Committee	Cllrs Moyle & Sadler (3)
Emergency Planning Committee	Cllr Sadler & Moyle (2)
Staffing Committee	Cllrs Moyle & Whibley (4)
Climate change	Cllr Whibley + (1 + reserve)

OUTSIDE BODY	
Community Network Panel (CNP)	Cllr Whibley + Cllr Sadler (1 + reserve)
Junior & Carwinion Playing Field Trusts	All sitting councillors
Memorial Hall Committee	Cllr Moyle (1)
Helford Marine Conservation Group	Cllr Morris (1)
Rendlesham Trust	Cllr Sadler + Brooksbank (2)
Carwinion Self-Management Group	Cllr Sadler + ?
MUGA / Youth Project	Cllrs Sadler, & Brooksbank (4)

PORTFOLIO	COUNCILLOR
Footpaths, Beaches	Cllr Whibley
Tree Warden	Cllr Moyle
Youth Liaison	Cllr Bate

3588.22 **MEMBERS TO DECLARE ANY INTERESTS IN ITEMS ON THE AGENDA OR REQUEST DISPENSATIONS** – none noted

3589.22 **PUBLIC COMMENTS ON ITEMS ON THE AGENDA ONLY**– only planning applications

3590.22 **TO RECEIVE AND APPROVE THE MINUTES OF THE 21<sup>st</sup> APRIL 2022 FULL COUNCIL MEETING**

It was proposed by Cllr Sadler seconded by Cllr Whibley and

**RESOLVED** that the minutes of the Parish Council meeting held (pending agreed amendments) on 21<sup>st</sup> April 2022 be approved and signed by the Chair

on a vote being taken the matter was approved unanimously

3591.22 **ANY MATTERS ARISING FROM PAST MINUTES NOT ON THE CURRENT AGENDA** (parish

noticeboard, Durgan crossroads responses; Durgan AED damages, Road Salt store)

No information on noticeboard as Cllr Moyle is missing.

Responses read out from CORMAC & The National Trust on Durgan crossroads issue. Looks like no support for works will come from either of them, however the offer of a meeting with the National Trust was to be taken up.

The clerk had made contact with Glendurgan Gardens when the housing of the AED at Durgan was reported as being damaged – they are attending.

The road salt remains in storage, although the tenancy has now lapsed and the clerk was not sure what to do to remove it. Cllr Sadler said he would speak to the tenant to discuss.

3592.22 **TO CONSIDER PLANNING APPLICATIONS RECEIVED FROM CORNWALL COUNCIL BY DATE OF THIS MEETING**

**Ref. No: PA22/03232** Jabreen Budock Vean Lane Mawnan Smith Cornwall TR11 5LG

It was proposed by Cllr Whibley seconded by Cllr Sadler &

**RESOLVED** that Mawnan Parish Council support this application however we are concerned about light seepage from the roof lantern proposed for within the extension given the location.

This area is fairly wooded and we are aware that there are resident bat colonies in the area and would therefore like to ask that mitigations be put in place to address light pollution which may affect them

on a vote being taken the matter was approved unanimously

**Ref. No: PA22/03816** Heyle Lodge Helford Passage Mawnan Smith TR11 5LD

It was proposed by Cllr Whibley seconded by Cllr Bate &

**RESOLVED** that Mawnan Parish Council support this application. We have had a site visit with the architects and are pleased that they intend to incorporate some of the modification that we have requested. We are aware that objections have been raised by Historic England which we think are also being addressed in revised plans/ further explanation.

As such, presuming the inclusion of bat & owl boxes, low reflective glazing and window treatment modifications as discussed we are happy with the plans.

We do however ask that a condition tying the gatehouse as an ancillary structure to the main building at Heyle is made as part of any agreement

on a vote being taken the matter was approved unanimously



**Ref. No: PA22/03817** Heyle Lodge Helford Passage Mawnan Smith TR11 5LD

It was proposed by Cllr Whibley seconded by Cllr Bate &

**RESOLVED** that Mawnan Parish Council support this application although we are aware that objections have been raised by Historic England which we think are also being addressed in revised plans/ further explanation.

We do not feel that the new design would detract from the Listed Building itself, this being an ancillary structure.

on a vote being taken the matter was approved unanimously

**Ref. No: PA22/04057** Cedar Ridge Carlidnack Road Mawnan Smith Cornwall TR11 5HA

It was proposed by Cllr Whibley seconded by Cllr Sadler &

**RESOLVED** that whilst Mawnan Parish Council support this in principle we are somewhat confused by the plans which appear to show that the single access door and window will be sited on the boundary facing - which itself is an access track to another dwelling.

Simply from a security standpoint we think this would be better swapped to the drive facing side

on a vote being taken the matter was approved unanimously

**Ref. No: PA22/04278** Land South Of Well Meadow Old Church Road Mawnan TR11 5HY

It was proposed by Cllr Sadler seconded by Cllr Bate &

**RESOLVED** that Mawnan Parish Council feel that this submission would require planning permission as it is in no way an agri-build as defined for permitted development standards.

It seems that the 90 acres in question is not being farmed by the applicants but by 3rd generation tenant farmers that see no need for this store. This store, although agricultural in nature, is not justified for the present farm use and will be of no use as an agricultural store to the Porth Sawsen Trust who do not have any day to day agricultural input into the working of the land.

The landowners (Porth Sawsen Trust) have shown no justification for an agricultural store on farmland that they take no active part in farming and have made it clear that this is just a precursor to an 'infill' housing application at a later date.

We feel that unless solid justification for the additional agricultural storage can be made with the support of the current tenant - the actual farmer - this is not a viable submission and would most definitely require a full planning application to be made.

on a vote being taken the matter was approved unanimously

3593.22 **TO RECEIVE A LIST OF PLANNING DECISIONS MADE TO DATE BY CORNWALL COUNCIL** - read out

3594.22 **APPROVAL OF THE LIST OF PAYMENTS FOR MAY 2022 & TO RECEIVE APR 2022 BANK STATEMENTS AND RECONCILIATIONS**

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

**RESOLVED** that accounts totalling £5,205.09 Inc. VAT be approved for payment & duly signed

The clerk stated again that the Solar Grant Fund was only held by the parish council to prevent it being included in a countywide managed pot that would be open to anyone – keeping it managed by the PC mean these monies stayed within our parish only. It had been agreed that in future PC funds & Solar Grant would be stated separately to avoid confusion about what money the parish council had within their budgets to spend directly.

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

**RESOLVED** that the bank reconciliation presented totalling £125,540.34 (of which £37,468.84 is retained Solar Grant Fund) for the month of April 2022 be received & approved as a true record.

on a vote being taken both the matters were approved unanimously

3595.22 **TO RECEIVE RECOMMENDATIONS FROM THE OFFICE & FINANCE COMMITTEE**

Cllr Brooksbank summarised the April 25<sup>th</sup> meeting. Explanations as to actions proposed were discussed. Changes to the amounts of Earmarked Reserves for 22/23 were made as follows, with a ring-fenced amount from the Solar Grant for the MUGA Project of £15,000 to be noted. The Roads & Traffic reserve was to be reviewed once the rollout of the 20mph Phase 1 was further along to decide if the purchase of speed visors for within the village was still necessary.

Helford Carpark Trust	200.00
H&S	1,000.00
Graveyard Contingency	3,905.00
Election Expenses	1,250.00
Solar Grant Fund	37,379.83
Burial Fees cfw	0.00
Small Business rates grant (Public Services)	8,785.24
Smaller Projects - specific funding	785.00
NDP - parish pot	2,565.45
MUGA Project	10,000.00
Tree Planting	0
Jubilee Reserve	5,000.00
Roads & traffic	10,000.00
<b>TOTAL EARMARKED RESERVE</b>	<b>80,870.52</b>
General Reserves	26,778.41

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

**RESOLVED** to:

- Arrange for all current bank signatories to be upgraded to have full online banking access
- Agree with the End of Year budget position as provided, showing as a spend of £70,188.15 (ex VAT)
- Accept the start of year review of the expenditure budget and amend to £59,700 from the original £53,200 as per the clerks revisions
- Accept the annual GDPR audit document be updated and recognised by Full Council

on a vote being taken the 4 matters above were approved unanimously

3596.22 **TO DISCUSS WORKS REQUIRED AT THE COMMUNITY GRAVEYARD**

The list of suggested works from the December site visit was once again discussed. The clerk said that she had some quote for works by the current contractor, but that this had not gone out to anyone else to quote. Cllr Sadler felt that an additional meeting with R Egerson (contractor) would be useful to go over the items listed. Topping up of graves was something that may need further consideration, as although this is a requirement of the Exclusive Right of Burial owners this does not appear to be happening and it could be that the PC make a charge to take this on as a regular service. There was



also a question raised about forming a volunteer party to do things like seasonal leaf clearances and minor maintenance works, such as topping up.

Cllr Sadler said that he had the new gatepost and had treated it but had been unable to make contact with TL to install.

**3597.22 JUBILEE CELEBRATIONS – ONGOING DETAILS OF PLANS**

Caroline Toland said that the plans appeared to be going well. The leaflet drop had, in the majority, been done so all houses in the parish were aware of what was going to happen. Many residents had commented about the inclusive range of events taking place as there was something for every age group happening.

Cllr Whibley said that she still had unplanted the Jubilee Seeds and was looking to packet them up to hand out at the Sunday picnic event for people to plant up after the event.

**3598.22 TO AGREED RESPONSES REQUIRED TO ANY CORRESPONDENCES not already made by clerk**

This list was read out but most of the items had already been covered, or were later in the agenda. Item 15.2 – SW Lakes Trust would be happy to support us should we write to attempt to get signage put up by Highways reminding people to park safely and with the flow of traffic at the Argal pull in. Item 15.13 – there had once again been a complaint about the cutting down of flowers along footpath 19 during the bi-annual cutting, which took place later than last year. The clerk said that it was almost impossible to suitably address this issue as the whole footpath network was cut at one time. Other areas within the network were already becoming overgrown and at some point in some area flower had to be surrendered.

Item 15.18 – the clerk had contacted Highways about this issue as a follow up from the homeowner, but they were unaware of any previous contact being made. Having checked their maps it appeared that the porch itself was built out over the pavement and any works (removal/ planning permission) would need to address this issue before being carried out – and it might extend to the other property in this row with a similar structure.

**3599.22 TO RECEIVE INFORMATION AND MAKE DECISIONS ON NOTED ENVIRONMENT ISSUES INCLUDING TRAFFIC, ROADS, FOOTPATHS AND CLIMATE CONSCIOUS MAWNAN.**

Cllr Whibley reported that Footpath 33 (Church Cove) had been reviewed by P Hodgson (Access Team) and that the works to the steps here was on the maintenance programme as the whole footpath was likely going to be moved further inland to mitigate the problems of erosion.

Footpath 19 (allotments) has also been assessed but the problem with drainage would not be easily rectified as the surrounding fields were above the height of the path and the gardens of the houses were below. Whilst it was suggested that small rock/chipping could be used to fill in the worst of the holes this path was not considered a priority by Cornwall Council beyond the works already undertaken.

The HMCG annual cruise took place on Sunday with about 60 people setting sail up the Helford.

A request for a visit to review the JPF sensory garden, following a review by the Allotment Group & Garden Club, was made.

She also was pleased to note that the phonebox at Durgan had been repainted by BT.

**3600.22 REPORTS FROM OTHER GROUPS / INDIVIDUALS**

T Damer chair of the NDP Steering Group reported that, at this time, the referendum polling appeared to be going well with a 35% turnout – really good for a NDP within Cornwall. Results of the vote should be available tomorrow (the clerk agreed to check her emails during the day and forward as soon as received). He would then advertise the result to the current email group. It then followed on that with the end of the NDP created process the email group would now have to be deleted but he thought that migrating these users to a PC list might have some advantages. It was agreed to find a way to ask the current users if they wanted to 'opt-in' to a PC mailing list for agenda etc.

T Damer then thanked the PC for their support for the project from its inception in 2016 and their commitment of funding to make the initial stages of the project possible. Cllr Brooksbank then thanks TD and all of the members of the NDP Project who had helped out along the way; Cllr Whibley offered special thanks to those two active members who had passed away during the span of the project.



**3601.22 REPORT FROM CORNWALL COUNCIL WARD MEMBER**

Cllr Bastin was unable to attend due to a prior CC commitment. He did however email the clerk with some points:

CC. AGM next week and as far as I know not much will change.

You may have seen that a series of meetings ' Meet the Leader' (Linda Taylor) will be taking place over the next few months. The nearest to us will be in the Old Cattle Market in Helston on the 4th July 7pm to 9pm. There will be a Falmouth meeting but not until September.

Also noted was the Dogs on Beaches consultation that had just gone online, although did not apply to the majority of the parish's beaches (nominal restriction at Maenporth).

Cllr Sadler asked that Cllr Bastin be contacted about the planning application for Hotel Meudon, as it appeared to be taking ab long time and there were a large number of amended plans being logged online, without us being asked to consult. The clerk said that at this time as far as she was aware the Planning Office was in negotiations to amend the plans to a suitable level to balance the objections raised before making a decision and we had not yet been asked for further comment. She would contact Cllr Bastin and the Planning Case officer for more clarity.

**3602.22 TO RECEIVE INFORMATION ON CURRENT COUNCIL VACANCIES & POSITION OF NOMINEES FOR CO-OPTION**

At present the clerk had been contacted by one person to fill the 4 co-option vacancies. There was then a short presentation from Mr Guy Potter, of Durgan. He had lived there for the last 18 months and worked for the RNLI full time. He wanted to become involved in the larger sphere of the parish community and would like to give the permanent residents of Durgan more of a voice. He is used to working within a team environment and the problem solving that this includes.

It was proposed by Cllr Sadler seconded by Cllr Bate and

**RESOLVED** that Guy Potter is immediately elected to fill the current co-option vacancy

on a vote being taken the matter was approved unanimously

**3603.22 ITEMS FOR INCLUSION AT THE NEXT MEETING – Annual Grants, post jubilee discussion**

**3604.22 MATTERS OF COMMUNITY CONCERN**

It was noted by a member of the public that the venue used tonight made it much better to hear speakers and that parking was easier as well. A request was made to permanently change the venue. The Parish Council noted that the Memorial Hall acoustics were problematic due to the high ceilings and larger uncarpeted space but that this was the regular venue. It was agreed to find out from the Bowling Club committee if Thursday evenings were free and how much it would be to hire their venue prior to a decision being made on the future location of meetings.

The clerk said that she had only received a couple of responses to the Jubilee Parade invitation – one resident was already representing the brownies/guides and several other parish groups we already busy on this date with other jubilee events. Cllr Sadler said that he would be ready to take up the invitation to attend the Jubilee Parade in Truro and Mrs Toland also volunteered to attend.

**3605.22 DATE & TIME OF NEXT MEETING: 16<sup>th</sup> JUNE 2022 AT 7.30PM**

Apologies for this form Cllrs Brooksbank & Whibley

Meeting finished at 9pm

Signed:



16<sup>th</sup> June 2022

(vice-chair)

**Associated papers:**

Item 3591.22- - payments for May 2022 &amp; bank rec. for Apr 2022

Voucher	Code	Supplier	VAT	Total
31	NDP Parish Pot- resources	Royal Mail	0.00	19.95
32	Postages	Royal Mail	0.00	3.67
33	Rubbish Bins	B&Q	3.33	20.00
34	Office Supplies	Amazon	0.40	2.42
35	Toilets - Utility Charges	EDF energy	0.00	-72.00
36	Toilets - Utility Charges	EDF energy	2.22	46.70
37	Toilet - Cleaning & Materials	KC Payne	0.00	300.00
38	Clerks Salary (inc PAYE & NI)	clerk	0.00	1,018.92
39	Grass Cutting	R Sanders	40.00	240.00
40	Toilets - Utility Charges	EDF energy	0.00	10.00
41	Clerks Pension Contribution	Nest Pensions	0.00	34.99
42	NDP Parish Pot- resources	1&1 Ionos	2.00	11.99
43	Parish Pension Contribution	Nest Pensions	0.00	76.55
44	Telephone & Internet	PlusNet	5.40	32.40
45	Office Rent + Rates	We Store Cornwall	39.60	237.60
46	S19 - Carwinion Playing Field	R Sanders	90.00	540.00
47	S19 - Junior Playing Field	R Sanders	30.00	180.00
48	Graveyard Maintenance/ Grounds (APRIL INVOICE)	Robbie's Garden Services & Fencing	0.00	433.35
49	Graveyard Maintenance/ Grounds (MAY INVOICE)	Robbie's Garden Services & Fencing	0.00	433.35
50	Toilets - Repairs & Maintenance	Ms Electrical	40.11	240.67
51	Jubilee Celebrations	Alison Brooksbank	7.20	43.20
52	Graveyard Maintenance/ Grounds	clerk	0.05	1.08
53	Office Supplies	Amazon	0.75	4.49
54	Office Supplies	clerk	0.00	60.00
55	Jubilee Celebrations	Strom Trading	0.00	18.82
56	Office Supplies	ASDA	0.00	3.30
57	Jubilee Celebrations	Events Insurances	0.00	224.00
58	Postages	Royal Mail	0.00	9.60
59	Jubilee Celebrations	Lighthouse Printing	52.67	316.00
60	NDP Parish Pot- resources	The Printing Chambers	0.00	68.40
61	Jubilee Celebrations	clerk	0.00	628.20
			<b>£314.50</b>	<b>£5,205.09</b>

<b>Bank Reconciliation at 01/05/2022</b>		
Cash in Hand 01/04/2022		107,737.90
<b>ADD</b> Receipts 01/04/2022 - 01/05/2022		26,712.52
		134,450.42
<b>SUBTRACT</b> Payments 01/04/2022 - 01/05/2022		8,910.08
		125,540.34
<b>Cash in Hand 01/05/2022</b> (per Cash Book)		<b>125,540.34</b>
<b>Cash in hand per Bank Statements</b>		
Petty Cash	01/05/2021	0.00
95 Day Saver Account - Nationwide	01/05/2022	37,468.84
Deposit Account - Lloyds	01/05/2022	83,878.40
Current Account - Lloyds	01/05/2022	5,788.69
		<b>127,135.93</b>
Less unrepresented payments		1,595.59
		125,540.34
Plus unrepresented receipts		
<b>Adjusted Bank Balance</b>		<b>125,540.34</b>



**Item 3595.22** Correspondences.

	<b>Rec'd</b>	<b>Description</b>	<b>From</b>	<b>actions</b>	<b>Agenda</b>
1	22.4.22	Homes for Cornwall event – 16.5.22	E Richmond, Localism	For info	
2	25.4.22	Argal parking/ signages etc	SW lakes Trust	Pending	16
3	26.4.22	Road salt storage issue	TL		8
4	28.4.22	Durgan AED	National Trust		8
5	28.4.22	CC Finance briefing slides from 28.4.22	CALC	Clerk holding	
6	28.4.22	20 mph Phase 1 rollout changes	CORMAC	For info	16
7	29.4.22	Durgan crossroads -	CORMAC	For info	8
8	30.4.22	Jubilee VAT Advice	CALC	For info	14
9	5.5.22	Durgan crossroads -	National Trust	Pending	8
10	6.5.22	Environment day flyer – Fal Uni	Fal Uni	To website	
11	9.5.22	HMCG minutes & info	HMCG	Cllr Morris	16
12	9.5.22	Request for NDP referendum help /advice from Mylor	Mylor Chair	To TD (NDP grp)	17
13	10.5.22	Complaint about hedgerow cutting	Resident	!	
14	10.5.22	Seminars on Tree health/ Tree Warden month newsletters	Forest for Cornwall	Cllr Moyle/FB page	16
15	10.5.22	Road closures pre warning for 6 <sup>th</sup> July @ Maenporth	CORMAC	Clerk dealt	16
16	11.5.22	SWCP complaint	Resident via Cllr Whibley	To Access team	16
17	11.5.22	Objection to planning submission	Resident	Full agenda	
18	12.5.22	Resident – complaint about porch being struck repeatedly by traffic	Resident	Clerk dealing	16