

12th September 2022



Dear Councillor,

Unfortunately as you are aware we have decided to cancel, rather than postpone, the regular Full Council meeting planned for Thursday 15th September. Although we have instituted the Emergency Scheme of Delegation there are some items that will need to be dealt with this month, so the Chair and I have agreed to modify the September agenda format into something we are familiar to take your opinions into consideration before making Parish Council decisions and comments.

As such I will publish this for the community to make comment on and if you would let me have anything you would wish to comment or include back by the 16th I will then draft a set of "virtual minutes".

Yours faithfully,

Lisa Clements, Clerk to the Council

Virtual Agenda

- 1) **Planning** – we have 4 applications on the books to consider. Cllr Brooksbank & Whibley are still meeting as the planning committee and will, hopefully, have a limited report on these which I will make available. Otherwise I would be grateful to have your opinion of the planning applications below we are consulting on:
 - Ref. No: PA22/07508** | The Red Lion The Square Mawnan Smith TR11 5EP
Advertisement consent for erection of illuminated and non-illuminated signs to the exterior of the building.
 - Ref. No: PA22/07512** The Red Lion The Square Mawnan Smith TR11 5EP
Listed Building consent for the erection of illuminated and non-illuminated signs to the exterior of the building
 - Ref. No: PA22/07776** | St Anthony Anna Maria Lane Budock Vean TR11 5LJ
Replacement of flat roof over boat store with pitched roof
 - Ref. No: PA22/07776/PREAPP** | Penhale Maenporth Road Maenporth TR11 5HR
Pre-application advice for a porch with 2.9 sqm footprint, 3.4m height to the apex of the roof and is located over 10m from the site boundary and to the nearest highway.
 - 2) **APPROVAL OF THE LIST OF PAYMENTS FOR SEPT 2022 & TO RECEIVE JUL & AUG 2022 BANK STATEMENTS AND RECONCILIATIONS** - list of September payments attached, along with the July & August Bank reconciliations
 - 3) **TO AGREED RESPONSES REQUIRED TO ANY CORRESPONDENCES (limited list)**
 - 4) **ITEMS FOR INCLUSION AT THE NEXT MEETING MATTERS OF COMMUNITY CONCERN**
 - 5) **DATE & TIME OF NEXT MEETING: 20TH OCTOBER 2022 AT 7.30PM @ MAWNAN BOWLING CLUB**
- ADDITIONAL ITEM: Joint Trusts meeting – to review and decide on insurance providers for 22/23**

3 items require votes on. Could you please let me know your decisions on:

- Item 1** Planning applications – PA22/07508; PA22/07512 ; PA22/07776 & PA22/07776/PREAPP
Item 2 To agree payments for September of (inc vat)
Additional Item Decision on Trusts insurances for 22/23

Associated papers

Item 1 - we have 4 applications on the books to consider. Cllr Brooksbank & Whibley are still meeting as the planning committee and will, hopefully, have a limited report on these which I will make available. Otherwise I would be grateful to have you opinion of the planning applications below we are consulting on:

Item 2 - payment list for September 2022

Voucher	Cheque	Code	Name	Description	Amount
163	2987	27 - Toilet - Cleaning & Materials	KC Payne	contract payment	300.00
164	2986	13 - Clerks Salary (inc PAYE & NI)	clerk	authorised payment	1,129.79
165	2988	25 - Grass Cutting	R Sanders	contract payment	120.00
166		28 - Toilets - Utility Charges	EDF energy	Direct Debit	10.00
167		15 - Clerks Pension Contribution	Nest Pensions	authorised payment	34.99
168		16 - Parish Pension Contribution	Nest Pensions	Direct Debit	76.55
169		13 - Clerks Salary (inc PAYE & NI)	HMRC	authorised payment	241.14
170		14 - Parish NI contribution	HMRC	authorised payment	151.50
171		3 - Telephone & Internet	PlusNet	Direct Debit	29.52
172	2989	45 - Graveyard Maintenance/ Grounds	Robbie's Garden Services	contract payment	433.35
173	2988	39 - S19 - Carwinion Playing Field	R Sanders	contract payment	396.00
174	2988	40 - S19 - Junior Playing Field	R Sanders	contract payment	90.00
175	2986	58 - Small Business Rates Grant (toilets) <i>black signpost paint</i>	clerk	authorised payment	3.99
176	2986	17 - Mileage & Parking	clerk	authorised payment	16.38
177		62 - Roads & Traffic <i>crossing signs</i>	Safety Signs & Notices	debit card purchases	53.39
178	2990	10 - External Audit Fee	PFK Littlejohn	authorised payment	360.00
179		2 - Office Supplies <i>canon (home) printer inks</i>	debit card	debit card purchases	13.77
180		6 - Postages <i>7 X EMAIL AGENDA + memorial application</i>	Royal Mail	debit card purchases	12.23
TOTAL					3,472.60

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Item 3 – Correspondences (limited list) 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
11	19.8.22	Durgan signs, parking & enforcing	V Bidgood - CORMAC		12
17	29.8.22	MUGA planning application	S Spear	Clerk dealing	
20	31.8.22	Bird Flu – notification & posters	Public health CC	Clerk dealt	
22	1.9.22	Fingerpost repainting – highways requirements	CC highways	Pending	5
24	2.9.22	Use of carwinion field – Fal Road Runners	R Watson	Pending/trusts	

25	2.9.22	Completion of External Audit 21/22	PKF Littlejohn	For info	
28	8.9.22	Consultation on a sub-national rural mobility strategy	Peninsula Transport	For info	12

Item 4 – any item that was on the September Agenda that has not already been deal with will be deferred to the October agenda.

Additional Item – we need to decide on the Trusts insurances for 22/23, as they are due to renew on 30th September 2022 I also have a couple of payments from the Carwinion Trust to get your agreement for:

Simon Spear ltd	carpark extension plans & design works	£100.00
Simon Spear ltd	MUGA + store plans & design works	£710.00
ATG Plumbing & Heating	header tank replacements	£2,448.00

Mawnan Parish Council

DRAFT PAYMENTS LIST SEPTEMBER 2022

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163	2987	27 - Toilet - Cleaning & Materials	KC Payne	contract payment	300.00
164	2986	13 - Clerks Salary (inc PAYE & NI)	clerk	authorised payment	1,129.79
165	2988	25 - Grass Cutting	R Sanders	contract payment	120.00
166		28 - Toilets - Utility Charges	EDF energy	Direct Debit	10.00
167		15 - Clerks Pension Contribution	Nest Pensions	authorised payment	34.99
168		16 - Parish Pension Contribution	Nest Pensions	Direct Debit	76.55
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TOTAL					3,472.60

Mawnan Parish Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 01/08/2022		
	Cash in Hand 01/04/2022		107,737.90
	ADD		
	Receipts 01/04/2022 - 01/08/2022		29,189.38
			136,927.28
	SUBTRACT		
	Payments 01/04/2022 - 01/08/2022		32,530.11
A	Cash in Hand 01/08/2022 (per Cash Book)		104,397.17
	Cash in hand per Bank Statements		
	Petty Cash 01/05/2021	0.00	
	95 Day Saver Account - Nationwide 01/08/2022	32,763.84	
	Deposit Account - Lloyds 01/08/2022	69,585.37	
	Current Account - Lloyds 01/08/2022	3,545.96	
			105,895.17
	Less unrepresented payments		1,503.70
			104,391.47
	Plus unrepresented receipts		5.70
B	Adjusted Bank Balance		104,397.17
	A = B Checks out OK		

Mawnan Parish Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 01/09/2022			
	Cash in Hand 01/04/2022			107,737.90
	ADD Receipts 01/04/2022 - 01/09/2022			30,402.37
				138,140.27
	SUBTRACT Payments 01/04/2022 - 01/09/2022			37,477.11
A	Cash in Hand 01/09/2022 (per Cash Book)			100,663.16
	Cash in hand per Bank Statements			
	Petty Cash	01/05/2021	0.00	
	95 Day Saver Account - Nationwide	01/08/2022	32,763.84	
	Deposit Account - Lloyds	01/09/2022	67,587.69	
	Current Account - Lloyds	01/09/2022	1,930.87	
				102,282.40
	Less unrepresented payments			1,619.24
				100,663.16
	Plus unrepresented receipts			
B	Adjusted Bank Balance			100,663.16
	A = B Checks out OK			