

11th May 2023



Dear Councillor,

You are summoned to attend The Annual Parish Meeting of Mawnan Parish Council on Thursday 18th May 2023 at 7.30pm in the Mawnan Memorial Hall. Please remember the Annual Parish Meeting takes place at 7pm, just before this.

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. 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. **TO ELECT A CHAIRMAN FOR THE MUNICIPAL YEAR 2023/24 AND SIGNING OF THE DECLARATION OF ACCEPTANCE OF OFFICE**
3. **TO APPOINT A VICE CHAIRMAN FOR THE MUNICIPAL YEAR 2023/2024**
4. **TO CONFIRM STANDING COMMITTEES & TO APPOINT MEMBERS FOR THE MUNICIPAL YEAR 2023/24** (because of current councillor numbers items on this list may be deferred or given a temporary appointments)
5. **MEMBERS TO DECLARE ANY INTERESTS IN ITEMS ON THE AGENDA OR REQUEST DISPENSATIONS.** (includes request for any updates to Register of Interest forms)
6. **PUBLIC COMMENTS ON ITEMS ON THE AGENDA ONLY**
7. **TO RECEIVE AND APPROVE THE MINUTES OF THE 20th APRIL 2023 FULL COUNCIL MEETING**
8. **ANY MATTERS ARISING FROM PAST MINUTES NOT ON THE CURRENT AGENDA** (Durgan water system position/ responsibility)
9. **TO CONSIDER PLANNING APPLICATIONS RECEIVED FROM CORNWALL COUNCIL BY DATE OF THIS MEETING**
Ref. No: PA23/02986 7 Lowenna Fields Mawnan Smith TR11 5GW
 Single-storey rear extension to existing property to create a dining room.

Ref. No: PA23/03176 Avalon Maenporth Road Maenporth TR11 5HN
 Works to trees subject to a tree preservation order (TPO) T1 - 1 x large sycamore (lapsed pollard) - re-pollard at 6m height.
10. **TO RECEIVE A LIST OF PLANNING DECISIONS MADE TO DATE BY CORNWALL COUNCIL**

11. **APPROVAL OF THE LIST OF PAYMENTS FOR MAY 2023 & TO RECEIVE APR 2023 BANK STATEMENTS AND RECONCILIATIONS**
12. **TO RECEIVE RECOMMENDATIONS FROM THE OFFICE & FINANCE COMMITTEE RE: End of Year accounting position & update to 23/24 budget; continuation of noted direct debits; review of Investment Strategy;**
13. **TO RECEIVE INSURANCE QUOTE(S) FOR 2023/4 (due 1st June)**
14. **TO RECEIVE AN UPDATE ON THE MEMORIAL HALL OFFICES AND DISCUSS ANY FORMAL AGREEMENTS NECESSARY TO CONTINUE THIS PROJECT**
15. **TO RECEIVE ANY QUOTES FOR TOILET REFURBISHMENTS** (may need to be done under a confidential item at the end of the meeting)
16. **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.
17. **TO RECEIVE INFORMATION AND MAKE DECISIONS ON NOTED ENVIRONMENT ISSUES INCLUDING TRAFFIC, ROADS, FOOTPATHS AND CLIMATE CONSCIOUS MAWNAN.**
18. **REPORTS FROM OTHER GROUPS / INDIVIDUALS**
19. **REPORT FROM CORNWALL COUNCIL WARD MEMBER**
20. **TO RECEIVE INFORMATION ON CURRENT COUNCIL VACANCIES & POSITION OF NOMINEES FOR CO-OPTION**
21. **ITEMS FOR INCLUSION AT THE NEXT MEETING**
22. **MATTERS OF COMMUNITY CONCERN**
23. **DATE & TIME OF NEXT MEETING: 15th JUNE 2023 AT 7.30PM at Mawnan Bowling Club**

Further information & associated papers for this agenda
can be found on the parish council website
www.mawnan.org.uk

- Item 12** – O&F meeting only took place on Wednesday 10th so hopefully draft minutes can be sent on next week.
- Item 13** – Time has simply gotten ahead of me and I have not been out and sourced other insurance quotes. I only have the renewal quote form Zurich available and this runs out on 1st June.
- Item 14** - update meeting on new offices in the MMH. Planning application due to go in with funding for the draft finance proposal from M Hormann needed as well and authorisation to contact a solicitor (Stephens Scown?) to draft a lease as per discussions so far.
- Item 15**- despite being contacted by a number of people about this to date I only have had 1 quote returned to me by email, but I did request they are received 'by the next meeting on the 17th' so more could come in yet. I will bring along hardcopies of any quotes that I have received by the meeting, along with the spec sent out
- Item 16**- 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	24.4.23	Complaint about state of Post Box in parish	Resident	Clerk dealt	17
2	24.4.23	Toilet refurb – spec sent out/advertised & other PC recommendations sought		pending	15
3	26.4.23	Cont.. waste tipping @ tank road	Resident	Clerk dealt	17
4	26.4.23	Landmark Tree offer	CC – Natural Environment	For info	17
5	26.4.23	Govt Energy Support Scheme for non domestic off grid properties	(CRCC)Cornwall Rural Community Charity	Clerk forwarded	
6	27.4.23	Request for notes from traffic meeting with school	Resident/participant	pending	17
7	27.4.23	Planning newsletter – extract on CIL grant pot	CC	Clerk forwarded	
8	27.4.23	OUTGOING – planning training suggestion for session on trees, TPO , hedges & the biodiversity Emergency	CC - Positive Planning	clerk	
9	28.4.23	Complaint about graveyard cutting	Non resident	Clerk dealt	
10	2.5.23	Wildflower cutting issues in Carwinion Woods	Resident (via Cllr bate)	Clerk dealt	17
11	9.5.23	CAP information update (next Mtg 20.6)	N Drewitt – localism	For info	18
12	10.5.23	Carwinion Field – insurance for use of bouncy castle	MCA Sec.	Clerk dealt	18
13	11.5.23	Change of Fun Run date	Organiser		18

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 16 – deferred info from Cllr Potter sent in last month. No further info from Highways received on this.

Item 17 – Durgan parking report from Cllr Potter deferred at last meeting ...

MAWNAN PARISH COUNCIL COMMITTEES AND REPRESENTATIVES FROM NOV 2022

Be aware that because of the limited numbers of current sitting councillors these position can be reviewed at any time. When necessary other councillors may be asked to undertake some other functions.

COMMITTEE	MEMBERS	OUTLINE OF FUNCTION
Planning Committee	All sitting councillors	Sits as part of the Full Council, but may be called to act outside of the normal PC schedule if necessary for Extraordinary items.
Planning Advisory Group Committee	Cllrs Brooksbank, Morris & Whibley (3)	Reviews plans on receipt to consider any implications with regards to the NDP & Local Plan and provides additional information to the Full PC. 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	Cllrs Brooksbank, Moyle, Sadler & Reid (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 Morris, Moyle & Sadler (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 (2)	Only meets in an emergency situation, such as natural disaster, terrorism threats, etc.
Staffing Committee	Cllrs Brooksbank, Moyle, Sadler & Whibley (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 + (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

OUTSIDE BODY		SUMMARY OF ACTIONS
Community Network Panel (CNP)	Cllr Whibley + Cllr Sadler (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 (1)	Manages all aspects of the operation of the Memorial Hall, in Mawnan Smith.
Helford Marine Conservation Group	Cllr Morris (1)	Seeks to preserve the underwater marine environment of the Helford River.
Rendlesham Trust	Cllr Sadler + Brooksbank	Offers financial support to the needy in Mawnan Smith.

NEW FOR 2021/22 Carwinion Self Management Group	Cllr Sadler + Brooksbank (2)	Oversees day to day management of the Carwinion Playing Field along with a group of field users
MUGA / Youth Project	Cllrs Sadler & Brooksbank (2)	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	Cllr Whibley	Liaison with Cornwall CC and the Parish Council's maintenance contractor, regarding all aspects of Rights of Way
Tree Warden	Cllr Moyle	Liaison with Cornwall CC regarding all aspects of Trees.
Youth Liaison	Cllr Bate	Liaison with the Youth Club leaders and School on any issues concerning young people.



MINUTES OF THE MAWNAN PARISH COUNCIL MEETING HELD ON THURSDAY 20TH APRIL 2023 AT 7.30PM, IN THE MAWNAN BOWLING CLUB

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

ALSO PRESENT: 5 members of the public

3762.23 **TO RECEIVE APOLOGIES** – Cllr Potter & County Cllr Bastin

3763.23 **MEMBERS TO DECLARE ANY INTERESTS IN ITEMS ON THE AGENDA OR REQUEST DISPENSATIONS** – none noted

3764.23 **PUBLIC COMMENTS ON ITEMS ON THE AGENDA ONLY** – residents at Coth Bean (speaking for planning application)

3731.23 **TO RECEIVE AND APPROVE THE MINUTES OF THE 16TH MARCH 2023 FULL COUNCIL MEETING**

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

RESOLVED that the minutes of the Parish Council meeting held on 16th March 2023 be approved and signed by the Chair (include amendment to 3756.23)

on a vote being taken the matter was approved unanimously

3765.23 **ANY MATTERS ARISING FROM PAST MINUTES NOT ON THE CURRENT AGENDA**

Cllr Whibley stated that the reason for Garden safari being deferred to Sunday 2nd July was a number of intended gardens on the route were not available on Monday 8th May. The event would be renamed the Mawnan WI Mawnan Garden Meander and will be publicised in the summer. There will also be a WI event on Thursday 4th May when planters will be set up and planted and also bunting erected at the benches opposite the village shop. These will be removed on Monday 15th May. On Friday 5th May there will be a Community parade from Mawnan School to Mawnan Memorial Hall where tea will be served; posters & flyers about this have been put up and dropped round the village. Meet 3pm at school, 4.30 finish. All welcome. The bunting which was purchased for the Queen's Platinum Jubilee has been retrieved from store and will be available to the community to decorate the village if required. The annual HRMCG Cruise will be on Sunday 4th June, starting and ending in Falmouth. More details to follow.

3766.23 **TO CONSIDER PLANNING APPLICATIONS RECEIVED FROM CORNWALL COUNCIL BY DATE OF THIS MEETING**

Ref. No: PA23/00395/PREAPP Trebah Farm Trebah Helford Passage Mawnan Smith TR11 5JZ
It was agreed that the following comments by the parish council to be relayed to the Planning Officer;

Although we understand the need for diversification within the local farming sector unfortunately we do not feel that the addition of a camping ground in this specific location is appropriate. We have only recently seen an application to allow off season boat storage on this same site for which we had concerns as regards its environmental impact on the area and,

although not specifically mentioned, there will no doubt be the necessity at some stage for general campsite facilities – showers, toilets, power & water supplies – which we feel would mar the character of this site within the AONB. And that is before we take into account the effect on nocturnal wildlife with the introduction of a lit environment which currently does not exist in this part of the parish.

This is a prominent location immediately adjacent to Trebah Gardens which, with its neighbour Glendurgan, already garner the majority of the increased traffic through our village during the summer months – there being no alternative route to it. There are not really sustainable links to the limited facilities within the village so it would be almost 100% reliant on car travel to arrive. We consider that a dedicated camp site on this side of the village would just add to this. We would ask that serious consideration of the environmental impact and sustainability that something like a permanent campsite on this site would have before any kind of agreement is made.

Ref. No: PA23/02027 House In The Wood Budock Vean Lane Mawnan Smith TR11 5LQ

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

RESOLVED that whilst Mawnan Parish Council accept the necessity to manage the dead and diseased trees in this location we do wonder if there is more focus being given to the comfort and views of the owners and less to the welfare of the trees within this - and the to the recent companion application for the neighbouring property of Fowlers Landing, which also includes some of these trees listed here. Additionally we understand that there may be resident bat populations within this area and would ask that a bat survey be requested prior to such a number of mature habitat trees being removed or significantly pruned.

on a vote being taken the matter was approved unanimously

Ref. No: PA23/02527 & 2528 Coth Bean Carlidnack Road Mawnan Smith TR11 5HD

The homeowners present explained the changes that they had made to this application following the inspector's appeal. They were looking to have only make changes to continue to have this a family home, as it had been for the last 25 years, but needed to make it a more useable space, futureproofing it whilst tying in the design with the character of the rest of the building.

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

RESOLVED that Mawnan Parish Council are supportive of these new plans.

We are extremely happy to see that serious consideration was given to the comments made against the previous iteration of this application by all parties involved and that new, less intrusive plans have been put forward.

The reduction in scale of the proposed extensions makes this a much better fit for the historic character of the property and assurances from the owners about changing it only enough to create a long term, sustainable family home are most reassuring

We would ask that the previous bat survey be referred to and if possible bat boxes or other mitigations be but in if necessary.

on a vote being taken both the matters were approved unanimously

3767.23

TO RECEIVE A LIST OF PLANNING DECISIONS MADE TO DATE BY CORNWALL COUNCIL – including any information in relation to outstanding Inspectorate Appeals

These were read out. There was no further information on the 2 outstanding Inspectorate Appeals.

3768.23 APPROVAL OF THE LIST OF PAYMENTS FOR APR 2023 & TO RECEIVE MAR 2023 (End of Year) BANK STATEMENTS AND RECONCILIATIONS

It was proposed by Cllr Brooksbank, seconded by Cllr Whibley & **RESOLVED** that accounts totalling £5223.12 Inc. VAT be approved for payment in March 2023 & duly signed

It was proposed by Cllr Brooksbank, seconded by Cllr Sadler & **RESOLVED** that the bank reconciliation presented totalling £100,611.93 (of which £41,500.26 is retained Solar Grant Fund) for the month of March 2023 be received & approved as a true record.

on a vote being taken both the matters were approved unanimously

3769.23 TO AGREED RESPONSES REQUIRED TO ANY CORRESPONDENCES not already made by clerk

Item 1 – it was agreed that if an official grant request was made by a constituted group and not just an individual then it would be looked upon favourably. But the discussion then expanded into placement of trees within the public space of the village / parish with Cllr Sadler asking about additional commemorative trees along the stand of ornamental cherry trees at the village entrance, but it was agreed that this might need further inspection to see if there was space. The clerk was also asked to find out if the National Trust would be interested in planting of a Coronation Tree up at Durgan crossroads.

Item 3 – clerk still chasing a ‘meet the planners’ meeting – Mabe & Budock also interested in joining. Mark Broomhead, our area team lead now has this request and we are awaiting further information from him.

Item 10 – draft fees proposal for the MMH offices. This had been circulated through the working team and agreed to – it included costs for any planning application and this was in the process of being drafted.

Item 12 – Cllr Reid wanted to know what needs to be done on the overall system and whose responsibility it was; SWW or the NT? Cllr Sadler explained that an adequate system had been installed some years ago but it appears increased usage – probably through increased visitor numbers – had seen this overwhelmed and inadequately maintained.

3770.23 TO RECEIVE INFORMATION AND MAKE DECISIONS ON NOTED ENVIRONMENT ISSUES INCLUDING TRAFFIC, ROADS, FOOTPATHS AND CLIMATE CONSCIOUS MAWNAN.

It was agreed to carry over the continuing discussions on the Durgan parking issue until Cllr Potter was next available, however general discussions seems to lead towards a problem with enforcement of current parking measures and a request that the local Police & Crime Commissioner be asked if some random police visits (weekends, sunny evenings etc.) could be done to act as a deterrent. A resident still raised concerns about the parking on bends & immediately on gateways which left residents felling that emergency services, if needed, would be unable to pass. It was also agreed to raise parking enforcement at the next CNP/CAP meeting when the local police inspector was in attendance.

Cllr Whibley noted that there was a signposted temporary diversion on the Maenporth Woods footpath past Glen Mawnan for tree works.

Several beach cleans had taken place – 26/83 @ Bosveal; 4/4 @ Bream Cove (with Hotel Meudon staff); 16/4 @ Helford Beach – the next on 30/4 @ Maenporth Beach with the Seal Sanctuary who we reoffering free visits to anyone taking part.

Cllr Sadler then noted the repairs and reinstatement of the parish noticeboard and said that a local resident had offered to repaint the fingerposts throughout the parish if costs were covered, as had been done historically. He wondered if Cllr Bastin had any money in his community pot

that could cover this – the clerk noted she had already asked highways about any safety issues with repainting the fingerposts. It was agreed that the PC would cover any costs incurred and thanked the resident and his volunteers for undertaking this.

Cllr Bate reported that the community speedwatch group was going to be undertaking sessions every day next week now that they had more locations agreed to. Unfortunately there were restrictions on the police side and nothing under 30mph was being passed forward at this time.

3771.23 REPORTS FROM OTHER GROUPS / INDIVIDUALS

Cllr Morris had attended the HMCG Advisory meeting where there had been an offer of a modified signage board for placement at Anna Maria Creek to try to deter more boats being left – whether a costs for this would be involved and who would be responsible for installing it (and where) needed to be checked. She also noted that research on fiberglass boats suggested that they have an effect on shellfish as they breakdown and we should be looking at additional /continued funding for removal of these vessels if at all possible.

10K pacific oysters had been removed from the Helford Estuary by ‘oyster bashing’ so far – Cllr Whibley asked if the HMCG could be asked for a presentation on the effects of pacific (non-native) oysters on the Helford ecosystem as part of one of our meetings?

3772.23 REPORT FROM CORNWALL COUNCIL WARD MEMBER

Apologies from Cllr Bastin – he was unwell.

3773.23 TO RECEIVE INFORMATION ON CURRENT COUNCIL VACANCIES & POSITION OF NOMINEES FOR CO-OPTION

There remained no candidates coming forward to fill the remaining 2 co-option vacancies. The next O&F meeting has had to be re-arranged to 10th May to ensure Cllr Brooksbank is available, although this will mean Cllr Reid is unable to attend. Since we cannot guarantee being quorate the clerk as for an agreement that Cllr Whibley be co-opted back onto the committee for this one meeting, as we have to complete the End of Year & External Audit processes.

3774.23 ITEMS FOR INCLUSION AT THE NEXT MEETING – Durgan parking

3775.23 MATTERS OF COMMUNITY CONCERN

3776.23 DATE & TIME OF NEXT MEETING: 18th MAY 2023 AT 7.30PM -

Since this meeting would be preceded by the Annual Parish meeting at 7pm it was agreed that it would be attempted to arrange for these meetings be held in the Memorial hall if at all possible.

Meeting finished at 8.30pm

3768.23 – Payments for Apr 2023 & bank rec. for Mar 23 (EoY)

Voucher	Code	Supplier	VAT	Total
1	Toilet - Cleaning & Materials	KC Payne	0.00	300.00
2	Mileage & Parking	clerk	0.15	3.11
2	Clerks Salary (inc PAYE & NI)	clerk	0.00	1,108.76
2	Graveyard Resources (Books/Forms/Travel etc)	clerk	0.08	1.62
2	S19 - Junior Playing Field	clerk	0.18	3.87
3	Grass Cutting	R Sanders	0.00	0.00
4	Toilets - Utility Charges	EDF energy	0.00	11.00
5	Clerks Pension Contribution	Nest Pensions	0.00	38.19
6	Parish Pension Contribution	Nest Pensions	0.00	83.54
7	Office Rent (+Rates & Storage)	Cornwall Council	0.00	0.00
8	Telephone & Internet	PlusNet	6.67	40.00
9	Graveyard Maintenance/ Grounds	Robbie's Garden Services	0.00	484.00
10	Postages	Royal Mail	0.00	6.75
11	Office Supplies	Cartridgeland Inks Ltd	1.42	8.50
12	Office Rent (+Rates & Storage)	We Store Cornwall	39.60	237.60
13	Subscriptions	CALC	91.17	547.00
13	Subscriptions	CALC	0.00	104.70
14	Course/Conference fees	CALC	6.00	36.00
15	S19 - Junior Playing Field	ebay	0.00	16.99
16	Toilets - Utility Charges	WaterPlus	0.00	60.42
17	Subscriptions	SLCC	0.00	177.00
18	Office Rent (+Rates & Storage)	Ms Electrical	0.00	1,664.00
19	Toilets - Utility Charges	EDF energy	0.00	-57.66
20	Toilets - Utility Charges	EDF energy	2.75	57.66
21	Mileage & Parking	R Reid	0.00	13.50
22	Land Registry Searches	land registry	0.00	3.00
23	Course/Conference fees	SLCC	7.00	42.00
24	Climate Group Work	Budget Seeds Ltd	0.00	6.57
25	Internal Audit	Hudson Accounting Ltd	0.00	225.00
TOTAL FOR PAYMENT			£155.02	£5223.12

Bank Reconciliation at 31/03/2023			
	Cash in Hand 01/04/2022		107,737.90
	ADD Receipts 01/04/2022 - 31/03/2023		69,469.40
			177,207.30
	SUBTRACT Payments 01/04/2022 - 31/03/2023		76,595.37
A	Cash in Hand 31/03/2023 (per Cash Book)		100,611.93
	Cash in hand per Bank Statements		
	Petty Cash 01/05/2021	0.00	
	95 Day Saver Account - Nationwide 31/03/2023	41,500.26	
	Deposit Account - Lloyds 31/03/2023	56,722.46	
	Current Account - Lloyds 31/03/2023	2,893.80	
			101,116.52
	Less unrepresented payments		504.59
			100,611.93
	Plus unrepresented receipts		
B	Adjusted Bank Balance		100,611.93

3769.23 Correspondences.

	Rec'd	Description	From	actions	Agenda
1	22.3.23	Request for funds for community planting	Resident	pending	10
2	22.3.23	Request for dog bin @ Durgan junction	Resident	Clerk dealt	10
3	22.3.23	OUTGOING Meeting the Planning Session request (responses from Mabe & Budock PCs)	M Broomhead ,CC planning team	Clerk dealing	6
4	23.3.23	Complaint about 'fly tipping' @ Tank Road	Resident	Clerk dealt	10
5	23.3.23	Request for funding	Cornwall Cricket	Clerk dealt	
6	29.3.23	Request for streetlights throughout village – following on from Shute Hill survey (recurring)	Abbeyfield resident	Clerk dealt	10
7	31.3.23	Pre app presentation request	RTP / Richard Collett	Full Council	
8	3.4.23	Pre-App @Trebah Farm – public objection	Resident	Full Council	6
9	4.4.23	Coronation Flyer/poster printing info	WI	Clerk dealt	
10	5.4.23	Response to draft Fees proposal for MMH offices (planning permission query done 12.4)	M Hormann/ MMH team	pending	5
11	5.4.23	OUTGOING – Durgan parking proposals & public meeting request	V Bidgood, CORMAC	Pending	10
12	6.4.23	Durgan waste water treatment issue	G Lay – National Trust	For info	10
13	9.4.23	Works to pc noticeboard – issue noted	Contractor	Clerk dealing	
14	11.4.23	ONGOING – Carwinion house events noise	Resident	Clerk dealt	
15	11.4.23	Mannequins on telegraph pole (note issues sent 27.3.23 - 16 day response time)	PCSO Canvin		10
16	12.4.23	Changes to 101 contact system (advocacy team)	D&C police	Clerk noted	
17	14.4.23	Invitation to Coronation Service	Lord Lieutenant	pending	

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

Mawnan Parish Council
Summary of Receipts and Payments
Summary - Cost Centres Only

Cost Centre	Receipts			Payments			Net Position +/- Under/over spend	Clerk's End of Of Year notes
	Budgeted	Actual	Variance	Budgeted	Actual	Variance		
Administration/Rent		6.32	6.32 (632%)	4,870.00	4,347.35	522.65 (10%)	528.97	change of phone/broadband (<40%); E-agenda swtich (less office supplies) <40%' Postages >50%
Insurance		0.00	0.00 (N/A)	764.65	764.65	0.00 (N/A)	0.00	corrected to reflect invoice (-£35.40)
Meeting Room Hire		0.00	0.00 (N/A)	350.00	426.99	-76.99 (-22%)	-76.99	increase venue hire + more meetings
Internal Audit Fees		0.00	0.00 (N/A)	225.00	225.00	0.00 (N/A)	0.00	fixed amount
External Audit Fees		0.00	0.00 (N/A)	300.00	300.00	0.00 (N/A)	0.00	fixed amount
Parish Council Websites		0.00	0.00 (N/A)	100.00	57.39	42.61 (42%)	42.61	hosting only - no domain name renewal needed for 22/23
Publications		0.00	0.00 (N/A)			0.00 (N/A)	0.00	used for footpath leaflets
Salaries		270.18	270.18 (27018%)	16,500.00	17,328.73	-828.73 (-5%)	-558.55	April 22 guestimate on Spinal point & NJC increases, NI contribs, Pension & Tax for year
Training & Conference Fees		0.00	0.00 (N/A)	550.00	355.00	195.00 (35%)	195.00	no major training undertaken.
Allowances		0.00	0.00 (N/A)			100.00 (100%)	100.00	not used in year
Subscriptions		0.00	0.00 (N/A)	1,400.00	1,318.53	81.47 (5%)	81.47	ICCM now not used (£95.00)
Paths & Open Spaces	1,513.12	1,513.12	0.00 (N/A)	5,500.00	5,123.50	376.50 (6%)	376.50	includes balancing for 20/21
Public Services		194.71	194.71 (19471%)	4,600.00	6,228.48	-1,628.48 (-35%)	-1,433.77	extra £1000 for rubbish bin contract (£1847); increase to toilet cleaning contract (£1023); utility charges inc £192 EDF rebates, overall down as sewer issues sorted
Misc		5.70	5.70 (570%)		-324.04	-324.04 (-32404%)	-318.34	see additional sheet for details
NDP - Grant Funding		0.00	0.00 (N/A)		0.00	(N/A)	0.00	final year
NDP - Parish Pot		0.00	0.00 (N/A)		0.00	(N/A)	0.00	final year
S19 - Carwinion Playing Field		0.00	0.00 (N/A)	7,000.00	7,664.00	-664.00 (-9%)	-664.00	2020/21 in year contract balancing issue
S19 - Junior Playing Field		0.00	0.00 (N/A)	5,000.00	6,857.00	-1,857.00 (-37%)	-1,857.00	2020/21 in year contract balancing issue
S234 (PH Act) - AED Grant		0.00	0.00 (N/A)	125.00	125.00	0.00 (N/A)	0.00	
Donations & Grants		0.00	0.00 (N/A)	5,080.00	6,345.47	-1,265.47 (-24%)	-1,265.47	did not iclude funding for Post Office Outreach (£1350 pa)
Graveyard	1,000.00	3,875.00	2,875.00 (222%)	7,200.00	7,348.10	-148.10 (-2%)	2,726.90	increase to works cost & contract review from Oct 2022 (remember income roll forward to next years maintenance)
Precept	48,917.00	48,917.00	0.00 (N/A)			0.00 (N/A)	0.00	
CTS Grant	223.59	223.59	0.00 (N/A)			0.00 (N/A)	0.00	final year
CC - Footpaths LMP		0.00	0.00 (N/A)			0.00 (N/A)	0.00	
Bank Interest	100.00	139.69	39.69 (39%)			0.00 (N/A)	39.69	increase in interest rates (pending EoY Nationwide/Solar grant interest)
Earmarked Reserves		12,020.71	3,284.29 (328429%)		7154.12	-7,154.12 (-715412%)	4,866.59	see additional sheet for details
Reclaimed VAT			0.00 (N/A)			0.00 (N/A)	0.00	pending 2nd claim (Jul22 to mar23) £3028.05
NET TOTAL	51,753.71	67,166.02	15,412.31 29%	59,664.65	72,293.35	-12,628.70 (-21%)	2,783.61	Agreed £7948 overspend. EoY postion £20540 overspend £1628 Public Services; £2521 PFT (balancing);£1265 Donation (Post Office Outreach)+ Agreed Earmarked reserves spend £7154
Total for ALL Cost Centres		67,166.02			72,293.35			
V.A.T.		2,303.38			4,302.20			
GROSS TOTAL		69,469.40			76,595.37			

Cost Centre	Payments	
	Budget	April amendment
1 Administration/Rent	4,680.00	4,680.00
2 Insurance	800.00	800.00
3 Meeting Room Hire	500.00	600.00
4 Internal Audit Fees	225.00	225.00
5 External Audit Fees	350.00	300.00
6 Parish Council Websites	60.00	60.00
7 Publications		
8 Salaries	17,150.00	18,700.00
9 Training & Conference Fees	1,250.00	700.00
10 Allowances	100.00	100.00
11 Subscriptions	1,500.00	1,500.00
12 Paths & Open Spaces	4,600.00	5,500.00
13 Public Services	6,750.00	7,500.00
14 Misc		0.00
17 S19 - Carwinion Playing Field	8,000.00	8,000.00
18 S19 - Junior Playing Field	6,000.00	6,000.00
19 S234 (PH Act) - AED Grant	150.00	150.00
20 Donations & Grants	3,430.00	6,430.00
21 Graveyard	3,400.00	6,120.00
22 Precept		
23 CTS Grant		
25 Bank Interest		
30 Earmarked Reserves		
NET TOTAL	58,945.00	67,365.00

Includes agreed transfers of: £3000 solar grant (line20); £3105 cfw Burials (line21); Total budget WITHOUT these = £61,260

Lisa Clements

From: GBZ_ZT_Renewals Team <renewals.team@uk.zurich.com>
Sent: 06 April 2023 05:51
To: clerk@mawnan.org.uk
Subject: Mawnan Parish Council - Your insurance policy is due for renewal



Dear Ms Lisa Clements,

Thank you for insuring Mawnan Parish Council (Policy No. YLL-2720866963) with us.

Your policy is due for renewal on 01 June 2023 and if your policy details remain unchanged, your premium for the next year will be £837.33.

Alternatively, you could take out a Long Term Agreement (LTA). An LTA is an agreement whereby we offer a discounted premium, in return for a commitment to keep your insurance with us for 3 years. Based on your current policy I can offer you this 3-year LTA at a premium of £785.27.

Please note, our Long Term Agreement guarantees that a fixed level of discount will be applied to your premium each year, saving you money and providing some peace of mind in these uncertain times. However, your premium may change, due to index linking or if you need to change sums insured or cover levels.

Once you've had an opportunity to review my proposal, please let me know how you would like to proceed.

If I don't hear from you by 19 May 2023, I will issue your renewal documents based on the 1-year standard premium, without the LTA discount applied.

I look forward to working with you in the coming year.

Kind regards,

Alex Kirby
Customer Service Team Leader
Telephone: 0800 917 9531
Renewals.team@uk.zurich.com