



MINUTES OF THE MAWNAN PARISH COUNCIL MEETING HELD ON THURSDAY 21ST SEPTEMBER 2023 AT 7.30PM, IN THE MAWNAN BOWLING CLUB

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

ALSO PRESENT: clerk + 9 members of the public

3846.23 **TO RECEIVE APOLOGIES** - none noted

3847.23 **TO ELECT A CHAIRMAN & VICE-CHAIR FOR THE REMAINDER OF THE MUNICIPAL YEAR 2023/24 AND SIGNING OF THE DECLARATION OF ACCEPTANCE OF OFFICE**

Discussions on a rolling month to month chair and about appointing a vice-chair were undertaken.

It was proposed by Cllr Reid seconded by Cllr Bate and

RESOLVED that Cllr Potter be accepted as chair for the remainder for the municipal year but that the position of vice-chair be revisited as we fill the current co-option vacancies.

on a vote being taken the matter was approved unanimously

It was noted that if Cllr Potter was unable to attend a meeting (which was highly probable due to work commitments) there would be a need for someone to be voted in to chair the meetings on the evening.

3848.23 **MEMBERS TO DECLARE ANY INTERESTS IN ITEMS ON THE AGENDA OR REQUEST DISPENSATIONS** - none noted

3849.23 **PUBLIC COMMENTS ON ITEMS ON THE AGENDA ONLY** – none noted

3850.23 **TO RECEIVE AND APPROVE THE MINUTES OF THE 20TH JULY 2023 FULL COUNCIL MEETING & 17TH AUGUST PLANNING MEETING**

It was proposed by Cllr Whibley seconded by Cllr Bate and

RESOLVED that the minutes of the Parish Council meeting held on 20th July (with 1 minor location alteration) and the Planning Meeting on 17th August 2023 be approved and signed by the Chair.

on a vote being taken the matter was approved unanimously

3851.23 **ANY MATTERS ARISING FROM PAST MINUTES NOT ON THE CURRENT AGENDA** (toilet refurbishments works, phone box use, landmark tree for Durgan Xroads)

Cllr Reid would like it noted that he had yet to receive an authorisation card from Lloyds Bank to allow him to undertake online payments – the reader & pincode had been received. The clerk had already chased this up and was told it had been sent but would chase again on Monday.

Cllr Reid also felt that the toilets refurbishment had left them functional and looking well maintained. Cllr Sadler said there were a few leak issues he had noted, Cllr Whibley adding of a problem with the disabled window now sticking. It was agreed to set up a cleaning checklist sheet for the cleaners to sign at each visit.

Initial:

It was proposed by Cllr Sadler seconded by Cllr Reid and

RESOLVED that payment of the remaining balance should be held back until the leaks had been addressed by the builder.

on a vote being taken the matter was approved unanimously

Cllr Whibley explained that as per the decision made in June she had been in contact with the Garden Club to take on the telephone box seed swaps but nothing seems to have happened (the clerk had also contacted the allotments, & St Michaels' Community Garden groups and put up a poster in the phone box explaining it). She had herself put in a small number of seeds in this week and reminded them to try to kick start this. She was concerned that the box itself was quite damp, being metal and glass - but hoped that being a spring/summer initiative it would be resilient enough for seeds. It was felt that this needed more community uptake and action to keep it going and useful as there were worries that the change to a gallery/ museum in November had not been notified to the school / history group etc. to work up a display.

Landmark Tree @ Durgan crossroads – the clerk had ordered a Holm Oak from Forest for Cornwall which should be dispatched in November/ December. We will need to supply a tree guard & stakes and make sure the tree is monitored & success after planting.

Hotel Meudon planning – information had been passed on by Cllr Bastin that it was likely that this application would be heard at the October 16th West Sub-Area Planning Committee, however the 5 day notice had still not been received, which should be the method to trigger this. She was attempting to get clarification from the Planning Officer & Sub-Area administrator but was not having much success – the agenda for the meeting was due to be published around the 4th /5th October so she would know more then. If Meudon was on it she would circulate this ASAP to allow time for our representation to be formalised and a volunteer speaker allocated.

3852.23

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

PA23/03859 Mawnan Memorial Hall Sampys Hill Mawnan Smith TR11 5EW

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

RESOLVED that as the applicant Mawnan Parish Council do not feel that we should comment on this application

PA23/06421 Bosulla Budock Vean Lane Mawnan Smith TR11 5LH

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

RESOLVED that Mawnan Parish Council support this application as a measured and considered approach to tree management in the immediate area, however we defer to the expertise of the tree officer for specifics

on a vote being taken the matter was approved unanimously

PA23/01049/PREAPP The Old Boatyard Maenporth TR11 5HN

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

RESOLVED that Mawnan Parish Council Following the Inspector's Appeal we are still concerned about the large amount of glazing proposed and how this will be affected by and reflect sunlight. We also feel that the minor changes to the outward appearance would still have an effect on the character of the AONB, but the submission of black and white drawings by the architect do not help contextualising the building within surroundings, so we would ask that a request for full specifications on glazing and finishing materials be included as part of any full application, and that these be provided in a coloured version of the elevations. We would also like to see exact measurements as to

Initial: M

height in relation to the other dwellings in the immediate area to show context – so a 'street setting' illustration would be most helpful.

Whilst we continue with our support for a dwelling to replace the Old Boathouse structures we do ask that better consideration to make it blend more with the greener, more natural setting of the dwellings and slope behind it (not the stand out white of The Beach House).

on a vote being taken the matter was approved unanimously

3853.23 **TO RECEIVE A LIST OF PLANNING DECISIONS MADE TO DATE BY CORNWALL COUNCIL –**
These were read out

3854.23 **TO DISCUSS THE NEW CAP PROTOCOLS FOR COMMUNITY CAPACITY FUNDING APPLICATIONS AND TO AGREE HOW THE PC WILL PROVIDE OUR VOTE**

The clerk explained that the new CAP group needed to comment on funding applications for the Shared Prosperity Fund/ Community Levelling Up funds before they are progressed, either by supporting or not. Although these emails have come to the clerk they are coming as 'information' and she would like a decision on how and who would be making the decision for the parish and responding to these submissions, especially as they need responding to within 5 working days. Currently Cllr Whibley, as our CAP named representative gets these emails directly and is able to make a decision for the parish without the necessity for consultation with the rest of the council. After discussion it was agreed that upon receipt of such application emails by either Cllr Whibley or the clerk that they be circulated to the whole parish council for a vote/ comments to be made with 3 days, thus allowing time for them to be collated. This vote would need to be quorate and would be added to the next agenda for ratification. Cllr Whibley, as named CAP representative would be responsible for making contact and relaying our decisions.

3855.23 **TO DISCUSS THE 2023 REMEMBRANCE DAY SERVICES AND ANY 2024 D- DAY 80TH ANNIVERSIARY EVENT**

Remembrance Day falls on a Saturday this year so it would be unlikely that the school would be taking part, however it was agreed to ask that an inclusion be made in their next newsletter inviting anyone who would like to be involved within the village to participate in the traditional laying of crosses to honour those fallen at the Millennium Cross.

The clerk would arrange to draft the Order of Service for review at the next meeting in October with this in mind.

D- Day anniversary – it was agreed to contact Trebah to see if any special event was taking place and what involvement the Parish Council would have, given that the 75th anniversary did not see us officially invited and to see if there was going to be a special church service to commemorate/ remember this event. The question of additional community events was to be revisited.

3856.23 **TO RECEIVE & DISCUSS ONGOING PROBLEMS WITH THE FOOTPATH LEAFLET REPRINT**

The clerk explained that following the vote to set the print run to 20,222 and the associated increase in advertising costs this held a number of advertisers had wither withdrawn or wished to downsize/ amend their advert space – making the print run as self-funding unviable. She had spoken to Cllr John Bastin about getting some funds from his Community Chest, with the parish council matching any donation received. Cllr Bastin agreed to an award of £400.

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

RESOLVED that the print run be reduced to 15,000 and that the PC would match fund the Community Chest award (£400).

on a vote being taken the matter was approved unanimously

Initial: LM

The clerk would contact all the original advertisers again to see how the change in costs would affect their inclusion and arrange for modified invoices/ updated information to be put into the layout, which would be circulated to them & the PC for approval as soon as completed before taking this to print.

3857.23 **APPROVAL OF THE LIST OF PAYMENTS FOR AUG & SEPT 2023 & TO RECEIVE JUL & AUG 2023 BANK STATEMENTS AND RECONCILIATIONS**

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

RESOLVED that accounts totalling ££19,831.20 Inc. VAT be approved for payment in Aug/Sept 2023 & duly signed. (Cheque for Regan Builders to be held back * see item 3851.23)

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

RESOLVED that the bank reconciliations presented totalling £88,541.56 * (of which £38,500.26 is retained Solar Grant Fund) for the months of July & August* 2023 be received & approved as a true record.

on a vote being taken both the matters were approved unanimously

3858.23 **TO NOTE RECEIVED CORRESPONDENCES AND AGREE TO ANY FURTHER RESPONSES REQUIRED (above those 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.

- Item2. Funding request for the School was noted for inclusion on the January agenda (remaining parish grants 23/24).
- Item8. Possibility of including this in any Expression of Interest for CAP highways funding, although this would likely need a feasibility study first to assess exactly how many kerbs are being discussed and if the current pavement structure/width is totally suitable.
- Item 14. Speed Visor – it seems a message via Cllr Bastin led the group to believe a retired sign from Perran-ar-Worthal was coming our way.
- Item 19. This was a request for info about the requirement for permits to break down marine salvage on site prior to disposal that we were copied into – currently Steve at COS transports to Truro the full hulls for disposal (at £450 per ton) but this is difficult and breaking into smaller sections would be easier. We continue to fund COS with £100 per year, similar to the HVMCG sponsorship.

3859.23 **TO RECEIVE INFORMATION AND MAKE DECISIONS ON ANY NOTED ENVIRONMENT ISSUES INCLUDING TRAFFIC, ROADS, FOOTPATHS & COUNTRYSIDE**

Cllr Sadler asked that lowering of the kerbs at the end of Carlidnack Road be included in any highways funding Expression of Interest form.

Speeding and the request for speed visors through the village was discussed, following on from a resident complaint that neither the reduction to 20mph or Speedwatch is having any effect on cars coming through the village, where they are continually speeding. Although the purchase of a speed visor (showing registration numbers or not) had previously been discussed it was agreed that either the sign from Perran-ar-Worthal be found and installed or a new sign for placement on Sampy's Hill be bought. The clerk was asked to find out the cost of a new sign via Elan City.

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

RESOLVED that a speed camera be installed on Sampy's Hill as quickly as possible – be it purchased or handed down.

on a vote being taken the matter was approved unanimously

Initial: MM

Cllr Bate also added that she would be attending a further speed seminar with the police in October.

The proposed pavement on Sampy's Hill was discussed, although the clerk had still not managed to get plans it seemed that Cllr Bate had and agreed to circulate them to the parish council. These plans showed a 1.8m wide footpath along with double yellow lines on both sides of the road – something that the public present were appalled at. Not only would this remove all on-street parking associated with the Memorial Hall, thus putting its future viability in jeopardy, but the removal of parked cars would open the whole hill stretch into the village to excessive speeding, which was currently at least slightly curtailed by the in and out effect of parked vehicles. Whilst it was agreed that a pavement was extremely necessary this needs to be of a reasonable width and definitely not incorporating the amount of double yellow lines shown.

A resident then brought up the historic issues with the Lowenna development – from the removal of the original carpark and full length pavement into the village, to the 'safety refuges' granted consent for outside of the garage but never installed due to a property ownership dispute. He felt that these should be revisited and used to bolster any discussions on the pavement.

The message from the school was that students are worried about roads in the village and currently feel unsafe not only walking to/from Lowenna Fields but in using the new crossing on Grove Hill which is not sufficiently signed.

It was agreed to wait until the public consultation had begun but to accept comments from the public in the meantime should they will to make them to the Parish Council.

Info following the National Trust meeting at the end of July had been circulated – they hoped to be able to mirror practices in place on the North Coast in manning the carpark to deter cars making their way down to Durgan but it was thought this would not provide much help as once the carpark was full, visitors would still just park along the road wherever there was space. It was agreed that there needed to be better and more obvious signage for the carpark and the restrictions on parking further along the road beyond there. Could we fund this to get it done?

Cllr Sadler expressed his concerns with historic moves by highways/ county to remove viable parking space by blocking the layby at the first turn in the 1980's by dumping spoil over the tarmac. Cllr Reid still thought that this was an enforcement issues which should be pressed with the authorities for compliance.

Cllr Whibley brought up the planning application to install an ANPR parking system at Maenporth Beach, although it was not in our parish. She urged review by the public given that Falmouth TC and the National Trust had voice objections to the plan.

She also highlighted the fact that the slipway padlock had still not been replaced and suggested a key safe in the café might be an option, rather than a combination lock. The clerk suggested that a non-locking replacement be trialled and would arrange something suitable ASAP.

Cllr Morris asked about signage for the bottle fountain at the Toilets, as the clerk had been in contact with Carol Hurst of Plastic Free Helford for a logo. The clerk said that a fingerpost sign on the side of the toilet block was being sourced with 'Bottle Refill point here' and the PFH logo on, rather than a sign on the toilet block wall.

The clerk explained that she had received information about the new refuse & recycling system being put in place by Cornwall Council – we would not be changing until December 2024 and that in the meantime she would be posting links to any new information proved.

3860.23

REPORT FROM CORNWALL COUNCIL WARD MEMBER

Cllr Bastin was unable to attend due to illness

Initial: M

3861.23 TO RECEIVE INFORMATION ON CURRENT COUNCIL VACANCIES, POSITION OF NOMINEES FOR CO-OPTION AND UNDERTAKE ANY CHANGES TO 'ROLES & RESPONSIBILITIES' AS REQUIRED

It was agreed that we try more active recruitment of younger members of the community to stand for spaces on the parish council, especially now we have a young chair. The clerk would contact the school & preschool with an advert for the Parish Council to include with their newsletters.

Changes to Role & Responsibilities were discussed, with some committees being temporarily suspended due to lack of members/ necessity. If needed their function would be undertaken by full council. It was agreed that the following structure be used (red indicating optimum number of councillors):

PC COMMITTEE

Planning Committee	
Planning Advisory Group Committee	(3)
Office and Finance Committee	(5)
Burials Committee	(3)
Emergency Planning Committee	(2)
Staffing Committee	(4)
Climate change	(1+R)

MEMBERS

All sitting councillors
Cllrs Morris, Reid & Whibley
Cllrs Moyle, Potter, Sadler & Reid
TEMPORARILY SUSPENDED
TEMPORARILY SUSPENDED
Cllrs Moyle, Sadler & Whibley
TEMPORARILY SUSPENDED

OUTSIDE BODY

Community ^{Area} Network Panel ^{CAP (07)} (CNP)	(1+R)
Junior & Carwinion Playing Field Trusts	
Memorial Hall Committee	(1)
Helford Marine Conservation Group	(1)
Rendlesham Trust	(2)
Carwinion Self-Management Group	(2)
MUGA / Youth Project	(2)

Cllr Whibley + Cllr Morris
All sitting councillors
Cllr Potter
Cllr Morris + Potter
Cllr Sadler + Morris
Cllr Sadler + Reid
Cllrs Sadler +

PORTFOLIO

Footpaths, Beaches
Tree Warden
Youth Liaison
SpeedWatch & Speed Advisory Group
Integrated Primary Care Group

COUNCILLOR

Cllr Whibley
Cllr Moyle
Cllr Bate
Cllr Bate
Cllr Morris

Cllr Bate queried some of the memberships and how councillors could be removed from committees/ groups as she was worried that non-attendance was having an impact on their functioning. It was stated that if the whole committee/role structure was reviewed from scratch than all members could be removed then new members added in but that only the named individual could choose to remove themselves otherwise.

3862.23 ITEMS FOR INCLUSION AT THE NEXT MEETING

-Sampy's Hill Pavement & Grove Hill school crossing. Meudon Planning (possible)

Initial: *Wh*

3863.23 **MATTERS OF COMMUNITY CONCERN**

A resident asked about a lollipop person for the school to help not only with the crossing but the noted parking problem outside the gates. Where did funding for these come from? She also asked about getting an upgrade to the crossing – including visible lights and/or bollards as there was currently nothing visible about the crossing itself.

3864.23 **DATE & TIME OF NEXT MEETING: 19TH OCTOBER 2023 AT 7.30PM**

Meeting finished at 9.55pm

Signed: _____



_____, 19th October 2023
(chair)

Initial: *LN*

3857.23 - Payments for Aug & Sept & bank rec. for Jul & Aug 23

Voucher	Code	Supplier	VAT	Total
99	Telephone Box	Direct Shop Fittings Ltd	11.46	68.77
100	Publications/ footpath leaflet	John Dyer Gallery	16.00	96.00
101	Telephone Box	Hobbycraft	4.83	29.00
102	Subscriptions	HVMCG	0.00	100.00
103	Office Supplies	Adobe	3.33	19.97
104	S19 - Junior Playing Field	Zoom Ltd	2.60	15.59
105	Miscellaneous Expenses	B&Q	1.08	6.50
106	Parish Council Websites	1&1 Ionos	2.00	12.00
107	JPF - sinking fund reserve	JPFT	0.00	1,705.55
108	Postages	Royal Mail	0.00	20.60
109	Course/Conference fees	CALC	12.00	72.00
110	Telephone & Internet	BT	5.36	32.17
111	Pension Contribution	Nest Pensions	0.00	309.92
112	Toilets - Utility Charges	WaterPlus	0.00	0.68
113	MMH New Offices	Wheal Grey Ecology Ltd	50.00	300.00
114	LMP / SWCP Footpaths	R Sanders	151.66	909.97
115	Grass Cutting (inc playing fields)	R Sanders	246.00	864.00
116	Toilets - Repairs & Maintenance	Regan Builders	1362.40	8174.40
117	Toilet - Cleaning & Materials	KC Payne	0	300
118	Clerks Salary (inc PAYE & NI)	clerk	0.42	1083.54
119	Toilets - Utility Charges	EDF energy	0.00	11.00
120	Graveyard Maintenance/ Grounds	Robbie's Garden Services	0.00	484.00
121	Donations/ Grants	Mawnan Memorial Hall	0.00	241.20
122	External Audit Fee	BDO Ltd	63.00	378.00
August Sub Total			£1830.14	£15,234.86
123	Office Supplies	Zoom Ltd	2.60	15.59
124	Footpath Repairs	Safety Signs & Notices	2.42	14.51
125	Toilets - Repairs & Maintenance	clerk	41.00	246.00
126	Telephone & Internet	BT	6.02	36.13
127	Weeds	R Sanders	66.00	396.00
127	Grass Cutting	R Sanders	42.00	252.00
127	S19 - Carwinion Playing Field	R Sanders	140.00	840.00
127	S19 - Junior Playing Field	R Sanders	34.00	204.00
128	Toilets - Utility Charges	WaterPlus	0.00	56.83
129	Toilet - Cleaning & Materials	KC Payne	0.00	300.00
130	Clerks Salary (inc PAYE & NI)	clerk	0.00	1,138.66
131	Toilets - Utility Charges	EDF energy	0.00	11.00
132	Clerks Pension Contribution	Nest Pensions	0.00	48.89
133	Parish Pension Contribution	Nest Pensions	0.00	85.56
134	Clerks Salary (inc PAYE & NI)	HMRC	0.00	223.49
135	Parish NI contribution	HMRC	0.00	243.68
136	Telephone & Internet	PlusNet	0.00	0.00
137	Graveyard Maintenance/ Grounds	Robbie's Garden	0.00	484.00
138	S19 - Junior Playing Field	JPFT - Annual grant pt1	£0.00	1502.31
139	S19 - Carwinion Playing Field	CPFT - Annual grant pt1	£0.00	685.92
September Sub Total			£334.04	£6798.17
TOTAL FOR PAYMENT			£2164.18	£22,033.03

Initial: 

Bank Reconciliation at 01/08/2023			
	Cash in Hand 01/04/2023		100,611.93
	ADD Receipts 01/04/2023 - 01/08/2023		36,230.84
			136,842.77
	SUBTRACT Payments 01/04/2023 - 01/08/2023		31,030.58
A	Cash in Hand 01/08/2023 (per Cash Book)		105,812.19
	Cash in hand per Bank Statements		
	Petty Cash 01/05/2021	0.00	
	95 Day Saver Account - Nationwide 01/08/2023	38,500.26	
	Deposit Account - Lloyds 01/08/2023	60,907.29	
	Current Account - Lloyds 01/08/2023	3,905.69	
			103,313.24
	Less unrepresented payments		501.05
			102,812.19
	Plus unrepresented receipts		3,000.00
B	Adjusted Bank Balance		105,812.19
	A = B Checks out OK		

Bank Reconciliation at 01/09/2023			
	Cash in Hand 01/04/2023		100,611.93
	ADD Receipts 01/04/2023 - 01/09/2023		33,697.34
			134,309.27
	SUBTRACT Payments 01/04/2023 - 01/09/2023		45,767.71
A	Cash in Hand 01/09/2023 (per Cash Book)		88,541.56
	Cash in hand per Bank Statements		
	Petty Cash 01/05/2021	0.00	
	Current Account - Lloyds 01/09/2023	7,582.93	
	Deposit Account - Lloyds 01/09/2023	50,953.82	
	95 Day Saver Account - Nationwide 01/08/2023	38,500.26	
			97,037.01
	Less unrepresented payments		8,495.45
			88,541.56
	Plus unrepresented receipts		
B	Adjusted Bank Balance		88,541.56
	A = B Checks out OK		