

Mawnan Recreation Ground N/A

Carwinion Playing Field Trust

Carwinion Road, Mawnan Smith, TR11 5JA
Registered Charity 1173925

MINUTES OF CARWINION PLAYING FIELD TRUST MEETING HELD ON THURSDAY 4TH APRIL 2024 AT 7.00PM AT MAWNAN BOWLING CLUB

Present: Mr G Potter (chair), Mrs M Bate, Mr R Reid, Mr R Sadler & Mrs J Whibley

Apologies: Given to the Administrator - Mrs G Morris

Also Present: Administrator (parish clerk), Mr K Bate & Mr L Pryn

254.24 **To receive apologies for absence**
Mrs Morris

255.24 **To reconsider the decision made in November 2021 that the MUGA Project be undertaken by the Carwinion Trust and not the Parish Council.**

Mr Reid started by saying that the Trusts remained supportive of the project overall but that there are some issues that needed clarification. He said he had spoken to Esther Richmond (Localism) to go through some questions and explained that we were in the process of taking legal advice on the structure of our Charitable Trusts and their project/management structures. Following on from this he had also had a limited conversation with our solicitors, Stephens Scown, about Trusts management and constitutions.

He now felt that putting the application forward in a vague sense might be best ... using the wording 'Mawnan Parish Council as Trustee of the Carwinion Playing Field Trust'. He felt that trying to rush through this process simply to get an application in was not the way to go.

There were concerns about cash-flow especially as the PC had extended itself and was using up reserves to cover the new offices project (including paying/reclaiming VAT) given that this grant was usually on a 'pay and reclaim' basis, meaning that the PC needed to have funds available to cover the bills & VAT before claiming back from CLUP funds. Mr Bate said that it possible that an up-front payment of the grant, or at least part of it, could be done if necessary but it would need to be clarified first.

The Administrator/ parish clerk had previously sent out her advice on the impact that swapping the project from Trust to PC and reminded the Trust members (and parish councillors) that the two were completely separate entities and had to be viewed as such, however she did not feel that this was considered fully in the decision making.

It was proposed by Mr Potter seconded by Mr Reid and
RESOLVED that the Carwinion Playing Field Trust ask that Mawnan Parish Council, as per the statement: 'Mawnan Parish Council as Trustee of the Carwinion Playing Field Trust' goes down as the CLUP grant fund applicant

on a vote being taken this matter was approved unanimously

Mr Bate then produced a summary document of the actions of the MUGA working group, explaining that significant delays were incurred in awaiting the planning permission (17 months). The haste now was due to the group submission of an EOI for CLUP funding initially being accepted but without any associated funding being available. County had now released an additional pot to CLUP funding and a full application from all 34 projects was now needed post haste. There would still be a 5 week period in which checks and tendering would be done through the county processes in which we could still withdraw ourselves. In discussions with the CLUP team it was put forward that the parish council would be a 'more stable' authority to put forward any application.

Mr Bate also requested bank statements and end of year accounts for both the Trust and parish council to allow the application submission tomorrow (Friday) to meet the deadline of April 6th.

The question of costs for future maintenance and upkeep were raised – Mr Bate said that the makeup of the proposed MUGA was such that it was self draining and largely maintenance free (Penryn had a similar surface for about 50 years; guarantees of 15 years for the fencing appeared to be industry standard) so there would be little or no forward costs.

Mr Bate then produced a set of figures for various options of funding levels between the CLUP Grant, PC, Trusts and Solar Grant Fund explaining that the earmarked Solar Grant funding could be used to offset future maintenance costs over time, rather than being included fully within initial match-funding.

It was proposed by Mr Reid seconded by Mr Potter and
RESOLVED that Option 2 of the finance proposals presented be accepted as the preferred choice to the Parish Council.

on a vote being taken this matter was approved unanimously

Mr Reid felt that if the PC was to undertake this project / be named on the grant paperwork it would mean that the MUGA would then be owned by the PC - would the possibility of transferring this asset to the Trust down the line still be possible for such a significant asset? What implications were there for reclaiming VAT? He did not want this to be seen in any way as a mechanism for dodging paying VAT. These questions would need further investigations as quickly as possible if we were to remain in the 5 week submissions window.

It was requested that thanks for the amount of time and effort that has been put into this project/ application to date by Mr Bate & Mr Prynn be recorded in the minutes.

256.24 **Public comments - Questions can be asked to the chairman but may not be answered at this meeting**
None noted

Meeting finished at 7.45pm

4th April 2024

Carwinion Field MUGA Summary Report

A working party was formed in August 21 following an idea proffered by the Clerk and Cllr Toland back in June 20 to have an outdoor all weather exercise space at the end of the Playgroup Building which could double up as a MUGA.

The working party consisted mainly of members of the Parish Council, Cllr Caunter, Ahearne, Toland, The Clerk and Kevin Bate.

Two public meetings were held to gauge a reaction to the proposed scheme and the response was generally very positive. Public meeting 1 was held in September 21 and followed up with Meeting 2 in January 22.

Cllr Toland and the Clerk were also very active in public advertising which included a visit to the School to lobby support.

The location was questioned by the Play Group but the chosen space is the only option for the facility taking into account the current usage of the field and the existing topography.

The Parish Council then provided funds to commission SpearCad to carry out a design with the view to submitting a Planning Application. Designs were submitted to Members for review in July 22.

Planning was submitted in September 22 based on an agreed design but unfortunately the process through to Conditional Approval took 14 months. Approval subject to Conditions was received in December 23.

The Design was scrutinised by Sport England, The FA and the ECB as consultees to the Planning Process and all parties have now been satisfied.

It was through great combined efforts that the design was completed and submitted to Planning but with the resignation of three members from the Council the Group became inactive around September 22. The main sticking point was the lack of expertise and time to apply for grant funding to enable the scheme to proceed.

Cllr Caunter investigated a number of options through "Access to Finance Cornwall" and other options suggested by the Clerk were also investigated with no success. It was then suggested that a freelance consultant be engaged to help with the process and this was supported by the Parish Council.

Meanwhile, off the back of a successful grant bid for the Changing Rooms Project Leon Prynne volunteered to look into the MUGA Project.

Leon came on board in June 23 and made enquiries with a number of Grant bodies. He initially contacted English Cricket Board, the Skills Foundation, The Sackler Trust, the

FFC Charity Foundation but they were all deemed smaller scale, CIL was also investigated.

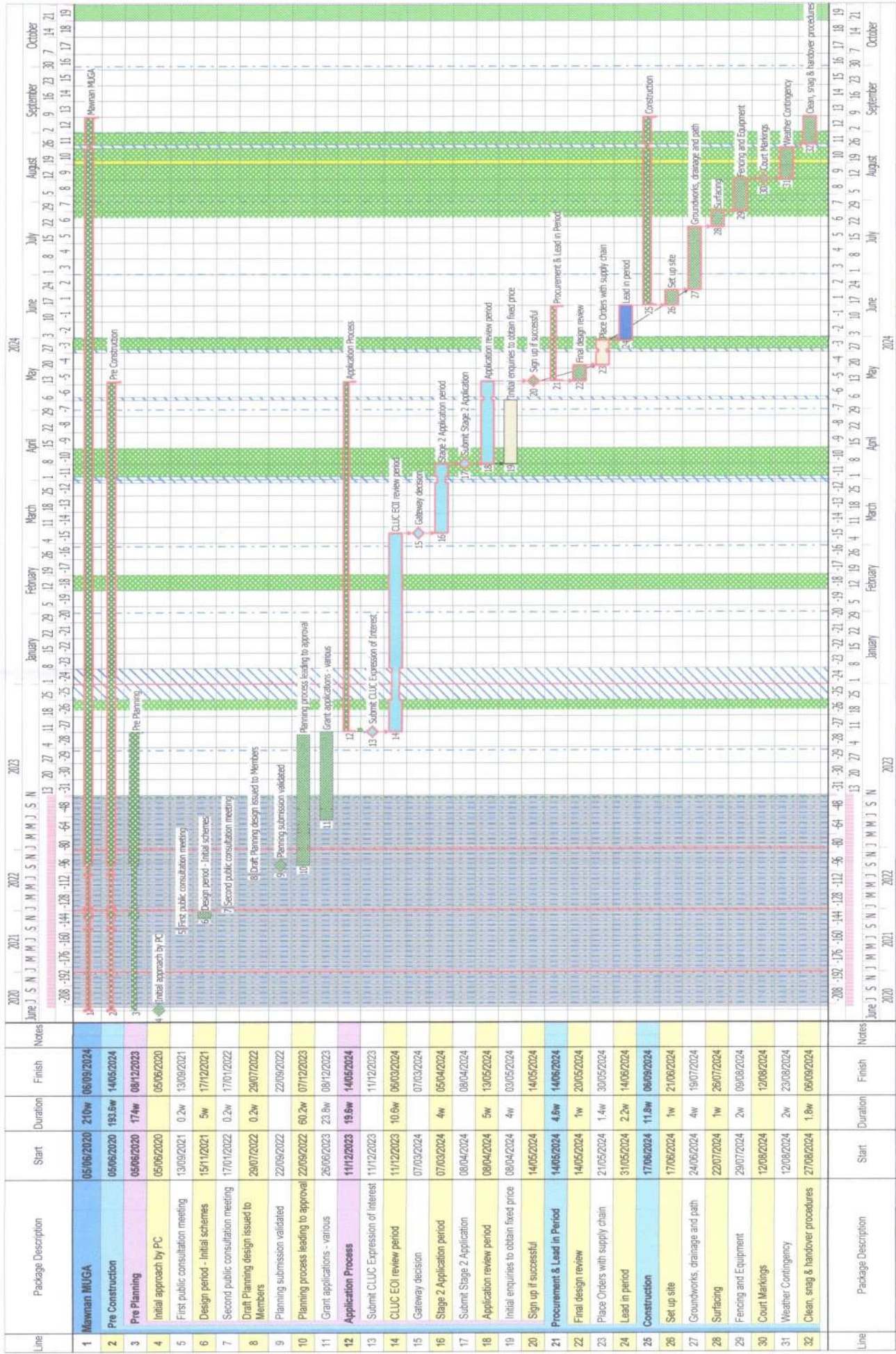
The good news is that the scheme has progressed to Stage 2 of the CLUP scheme following an expression of interest submission in December 23. The submission date for the Stage 2 submission is 6 April 2024.

There has only been a 4 week period to complete the Stage 2 application and we need to seek clarification on a small number of points in order to complete the process.

Timeline attached for information

Kevin Bate

Mawnan MUGA Timeline



Line	Package Description	Start	Duration	Finish	Notes
1	Mawnan MUGA	05/06/2020	210w	06/09/2024	
2	Pre Construction	05/06/2020	193.6w	14/05/2024	
3	Pre Planning	05/06/2020	174w	08/12/2023	
4	Initial approach by PC	05/06/2020	0.2w	05/06/2020	
5	First public consultation meeting	13/09/2021	0.2w	13/09/2021	
6	Design period - Initial schemes	15/11/2021	5w	17/12/2021	
7	Second public consultation meeting	17/01/2022	0.2w	17/01/2022	
8	Draft Planning design issued to Members	29/07/2022	0.2w	29/07/2022	
9	Planning submission validated	22/09/2022	0.2w	22/09/2022	
10	Planning process leading to approval	22/09/2022	60.2w	07/12/2023	
11	Grant applications - various	26/06/2023	23.8w	08/12/2023	
12	Application Process	11/12/2023	19.8w	14/05/2024	
13	Submit CLUC Expression of Interest	11/12/2023	0.2w	11/12/2023	
14	CLUC EOI review period	11/12/2023	10.6w	06/03/2024	
15	Gateway decision	07/03/2024	0.2w	07/03/2024	
16	Stage 2 Application period	07/03/2024	4w	05/04/2024	
17	Submit Stage 2 Application	08/04/2024	0.2w	08/04/2024	
18	Application review period	08/04/2024	5w	13/05/2024	
19	Initial enquiries to obtain fixed price	08/04/2024	4w	03/05/2024	
20	Sign up if successful	14/05/2024	0.2w	14/05/2024	
21	Procurement & Lead in Period	14/05/2024	4.6w	14/06/2024	
22	Final design review	14/05/2024	1w	20/05/2024	
23	Place Orders with supply chain	21/05/2024	1.4w	30/05/2024	
24	Lead in period	31/05/2024	2.2w	14/06/2024	
25	Construction	17/06/2024	11.8w	06/09/2024	
26	Set up site	17/06/2024	1w	21/06/2024	
27	Groundworks, drainage and path	24/06/2024	4w	19/07/2024	
28	Surfacing	22/07/2024	1w	26/07/2024	
29	Fencing and Equipment	29/07/2024	2w	09/08/2024	
30	Court Markings	12/08/2024	0.2w	12/08/2024	
31	Weather Contingency	12/08/2024	2w	23/08/2024	
32	Clean, snag & handover procedures	27/08/2024	1.8w	06/09/2024	

	Reserved	Option 1	Option 2
Project Value	£136,446.00	£136,446.00	£136,446.00
Parish Council	£10,000.00	£10,000.00	£10,000.00
CPFT	£5,000.00	£5,000.00	£5,000.00
Solar Fund	£15,000.00	£0.00	£5,000.00
Grant required	£106,446.00	£121,446.00	£116,446.00
Intervention Rate	78%	89%	85%
Future maintenance	£0.00	£15,000.00	£10,000.00