



MINUTES OF THE MAWNAN PARISH COUNCIL MEETING HELD ON THURSDAY 15th JUNE 2023 AT 7.30PM, IN THE MAWNAN BOWLING CLUB

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

ALSO PRESENT: clerk + 3 members of the public

3803.23 **TO RECEIVE APOLOGIES** – Cllr Bate

3804.23 **MEMBERS TO DECLARE ANY INTERESTS IN ITEMS ON THE AGENDA OR REQUEST DISPENSATIONS.** – none noted

3805.23 **PUBLIC COMMENTS ON ITEMS ON THE AGENDA ONLY**
1 requested on a planning item

3806.23 **TO RECEIVE AND APPROVE THE MINUTES OF THE 18th MAY 2023 FULL COUNCIL MEETING**
and to accept the draft minutes of the Annual Parish Meeting

It was proposed by Cllr Whibley seconded by Cllr Morris and

RESOLVED that the minutes of the Annual Parish Council meeting held on 18th May 2023 be approved and signed by the Chair. The accuracy of the minutes from the Annual Parish meeting were also accepted

on a vote being taken the matter was approved unanimously

3807.23 **ANY MATTERS ARISING FROM PAST MINUTES NOT ON THE CURRENT AGENDA** (Hotel Meudon application, future use of the refurbished Telephone Box, initial info on footpath leaflet reprinting).

- Cllr Whibley asked for a definition of what made a meeting quorate and did it apply to committees as well? The clerk said that quorate for Full Council would be 1/3 of the 10 members (when no vacancies) or a minimum of 4 with O&F being agreed to be 3 members. She also explained that the Climate Group meeting mentioned in the last minutes (3796.23) the Climate Group meeting had been cancelled and the CAP (Community Area Partnership) meeting was now on 20th June and that there were changes to a number of the Beach Clean dates.
- It was requested that the decision for the Hotel Meudon planning application be regularly chased up and it be reiterated that an officer delegated decision is NOT what we are looking for (Cllr Bastin to be reminded to chase this for us as well).
- Telephone box – now refurbished but what is it going to be used for? It was agreed to put a message out about this to see what the community feels could be made of this space. The clerk did ask that nothing where it was to be used for storing recycling/collections (like crisp-packets, toothpaste tubes etc) be considered, less it become a dumping ground. Relocating the defib or an additional book space were also ruled out as the village already has these.
- Footpaths leaflet – the clerk had obtained initial reprinting quotes but was now waiting on Cllr Whibley's efforts with contacting existing/new users to see if they were interested, which appear to have been delayed for which she apologised. A request that the clerk take contacting advertisers back on was simply felt to be unfeasible as she was already doing the invoicing and re-design works.

3808.23 TO CONSIDER PLANNING APPLICATIONS RECEIVED FROM CORNWALL COUNCIL BY DATE OF THIS MEETING

Ref. No: PA23/03135 Masita Penwarne Road Mawnan Smith TR11 5PQ

It was proposed by Cllr Moyle, seconded by Cllr Potter &

RESOLVED that Mawnan Parish Council support this application and feel that this would give a better overall look to the property and the extensions/ revisions being undertaken.

on a vote being taken the matter was approved unanimously

3809.23 TO RECEIVE A LIST OF PLANNING DECISIONS MADE TO DATE BY CORNWALL COUNCIL – including any information in relation to outstanding Inspectorate Appeals.

Read Out – including Trebah Farm glamping pre-app.

The clerk was asked to get a written response as to why our concerns in relation to the planning application for Lowenna Fields appear to have not been taken on board. She did refer members to the officer report for this.

3810.23 TO RECEIVE ANY COMMUNITY GRANT APPLICATIONS –

It was agreed to continue the 2 rolling grants for the Post Office Outreach service & Shute Hill Grass cutting (issued on receipt of bills) for the current year. Considerations were then given to the submission made by community groups for Parish Grants for 23/24. There may be the possibility of a further grant discussion in the New Year, if any funding remained, with extra funding from the Solar Grant Fund being available for any noteworthy project request.

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

RESOLVED to donate £344.99 to Mawnan Cricket Club toward a new catching cradle and a further £150 towards team polo shirts.

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

RESOLVED to donate £650 to the Helford River Gig Club towards the purchase of new oars for the junior gig

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

RESOLVED to donate £150 to Mawnan Community Garden to cover a composter and garden waste licences

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

RESOLVED to donate £400 to Mawnan Village Autumn Show toward advertising & general event administration costs

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

RESOLVED to donate £300 to Abbeyfield Scott House the toward Christmas Lunches; Bingo Prizes & outings transport costs

on a vote being taken the 5 above matters were approved unanimously

3811.23 TO COMPLETE THE ANNUAL GOVERNANCE STATEMENT FOR THE YEAR ENDING 31ST MARCH 2023

All questions were read and agreed by the council prior to the full document being signed by the Chair.

It was proposed by Cllr Brooksbank, seconded by Cllr Reid and

RESOLVED that the chairman sign the annual governance statement

on a vote being taken the matter was approved unanimously

3812.23 TO RECEIVE AND APPROVE THE ACCOUNTING STATEMENTS FOR THE YEAR ENDING 31ST MARCH 2023

It was proposed by Cllr Brooksbank seconded by Cllr Whibley and **RESOLVED** that the accounting statement as presented show a true balance and should be approved

on a vote being taken the matter was approved unanimously

3813.23 APPROVAL OF THE LIST OF PAYMENTS FOR JUN 2023 & TO RECEIVE MAY 2023 BANK STATEMENTS AND RECONCILIATIONS

It was proposed by Cllr Brooksbank, seconded by Cllr ~~Sale~~ & **RESOLVED** that accounts totalling £6507.96 Inc. VAT (updated to include grants issued tonight) be approved for payment in June 2023 & duly signed

It was proposed by Cllr Brooksbank, seconded by Cllr Sadler & **RESOLVED** that the bank reconciliation presented totalling £124,496.78 (of which £38,500.26 is retained Solar Grant Fund) for the month of May 2023 be received & approved as a true record.

on a vote being taken both the matters were approved unanimously

3814.23 TO RECEIVE AN UPDATE ON THE MEMORIAL HALL OFFICES AND TO FORMALLY AGREE WHERE FUNDING IS TO COME FROM

Cllr Brooksbank explained that the planning application for the new office had been submitted but was still being processed. A bat survey was now needed and an engineer survey was probably likely as well. Although it was agreed at the last meeting that the PC would fund up to £35,000 – which would repay itself through savings on office & Post Office rental outlays – through a dedicated budget line, there would be initial spends before the actual build works begin that will need to be funded by the Parish Council against this budget.

It was proposed by Cllr Brooksbank, seconded by Cllr Reid & **RESOLVED** that the parish council confirms it's commitment of £35,000, which would include paying all frees and re-imburements and that the chair and Cllr Reid, as the working group members, are authorised delegated spending of up to £2,000 without additional approvals being necessary (except report back to the PC)

on a vote being taken the matter was approved with 1 abstention

Stephens Scown had been approached to draft a new lease, which would costs between £1250 & £1750 depending on complexity. The PC was to act as procurer for the supplies & services associated with the build and be responsible for obtaining the works tender whilst the MMH would be lead client on site for consistency.

3815.23 TO AGREED RESPONSES REQUIRED TO ANY CORRESPONDENCES

Item1: the clerk explained the open letter about the graveyard cutting received, but also provided 3 other emails from the same period thanking the PC for cutting that had been done. It was agreed that the cutting regimen now in place made the best of both keeping the site tidy and allowing space for plant growth and that a response to this effect should be made.

3816.23 TO RECEIVE INFORMATION AND MAKE DECISIONS ON ANY NOTED ENVIRONMENT ISSUES INCLUDING TRAFFIC, ROADS, FOOTPATHS & COUNTRYSIDE

- Cllr Whibley noted some changes to beach clean dates (next clean on Saturday 17th at Helford Passage, then from Bosveal carpark on 16/7 at 10.30; Maenporth & Durgan in

September). She also said that there had been a significant rockfall to the west of Maenporth Beach and wondered if anyone knew what effect it had had on the SWCP. The clerk said she would contact the Surf Lifesavers to see if they knew anything and to take a look, Cllr Whibley said she would try Charlie at the NT, as it seemed to be on their land.

- Cllr Potter again touched on the ongoing parking issues at Durgan; he had made further contact with the National Trust using the fuels spills to highlight issues down there, as residents are feeling slightly abandoned by the NT. Gareth Lay (NT SW Area manager) is due to be at Glendurgan at the end of July and he suggested a meeting with the community members and Cllr Brooksbank suggested this should also include Viv Bidgood from Highways to discuss the tabled options and see what could be taken forward fairly simply. Cllr Potter did think of getting bespoke deterrent signs done by Sheila @ Signs of Good Taste in the Craft Centre to see if they had an effect over the summer.

Cllr Reid felt that we were being too simplistic in focussing on changing parking regulations without a comprehensive plan including an actionable enforcement component. He also felt that we were just going round and round on this issue as there was no enforcement – he asked what response we had had from the Police & Crime Commissioner. The clerk said the response was fairly generic and referred to local policing priorities and budgets – nothing positive to Durgan.

Cllr Moyle felt that the NT had brought this on themselves by opening the Fish Cellar year round as a commercial venture (he felt there was a historic covenant in place restricting all trading in the area) and the associated increases in sewerage/water consumption that the toilet then added into the limited systems down there. Cllr Whibley felt this was untrue – the Fish Cellar is only seasonal and otherwise activity was limited to boat/kayak launches. Cllr Moyle also felt that the Parish Council were possibly being drawn into matters that were beyond them and were, in some instances, private matters between the tenants and landowner. Whilst agreeing to the sentiment Cllr Brooksbank was worried that it could be seen that people were taking advantage of the current parking situation simply because no-one was stepping up to take control and whilst the PC should not be expected to take any lead we really did need to be involved in the discussion surrounding the issue.

A member of the public present said that historically the double yellow lines (in passing places) that were in place were observed and since they had left parking in these had increase greatly and was causing many of the access problems. Another resident of the area said that in her time living on this road the (40 years) she had never seen the emergency access issues quite as problematic and worrying as they were now, nor were there the number of early morning boat launches passing her property. She felt that these were now taking place all day, throughout the year (weather permitting) and had seen an exponential increase in numbers.

- Cllr Morris added that the next One Bag Beach Clean would take place on 16th July from Bosveal carpark at 10.30. She also added that volunteers were needed by the Helford Marine Conservation group to assist in assessing the impact of armed forces day on the coast and marine populations (our spot is Rosemullion Head with Sue Scott)- link on the HMCG Facebook page.

3817.23

REPORT FROM CORNWALL COUNCIL WARD MEMBER

Apologies received from County Cllr Bastin

3818.23

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

2 co-option vacancies still remained and to date no-one was coming forward to fill them. Cllr Whibley had not made contact with any previous councillors as yet.

3819.23 ITEMS FOR INCLUSION AT THE NEXT MEETING

None specifically noted

3820.23 MATTERS OF COMMUNITY CONCERN

One resident asked that the footpath spur from the JPF to Shute Hill gets cut back asap as the giant hogweed is taking over. Clerk to contact Bob Sanders to get done next time he's at the field.

The clerk had obtained the sale details/ brochure for the Methodist Chapel but was waiting for the auction pack to be able to get hold of the confidential pre-app response regarding its development potential.

3821.23 DATE & TIME OF NEXT MEETING: 20th JULY 2023 AT 7.30PM

3822.23 THAT THE COUNCIL RESOLVES UNDER THE 1960 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, TO EXCLUDE THE PRESS AND PUBLIC DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED.

3823.23 TO RECEIVE ANY QUOTES FOR TOILET REFURBISHMENTS

Three quotes had been received – although one only gave a price and did not split out the costs as requested. After discussion it was agreed that Regan's be contacted to confirm the specifics of the quote in relation to the specification to make sure everything had been included and arrange a secondary visit if necessary.

It was proposed by Cllr Brooksbank seconded by Cllr Reid and

RESOLVED that Mawnan Parish Council accept the quote from Regan's (provided a satisfactory reply is received within 7 days) OR the quote from Trident be taken up.

on a vote being taken the matter was approved unanimously

3824.23 TO RECEIVE INFORMATION ON THE CLERKS ANNUAL PERFORMANCE REVIEW AND DISCUSS THE ASSOCIATED SPINAL POINT INCREASE

Cllr Brooksbank explained that he and Cllr Whibley had undertaken the clerk annual review and that there were no major issues, although there were still recognised improvements that could be made.

It was proposed by Cllr Brooksbank seconded by Cllr Whibley and

RESOLVED that Mawnan Parish Council confirm the progression to Spinal Point 22 (+1 for additional duties) by the retroactive to April 2023

on a vote being taken the matter was approved unanimously

The clerk then asked if the PC would be happy with an increase of 1% to the pension contribution she currently paid into NEST via the statutory pension provision. It would have no effect on the amount being paid by the PC – it would only effect the taxable position as the tax relief is based on Net Pay. The councillors agreed to allow this provided there would be no financial impact on the Parish finances.

The meeting finished at 9.05pm

Signed: _____



20th July 2023

(chair)

Initial: TNS

3813.23 – Payments for Jun 2023 & bank rec. for May 23

Voucher	Code	Supplier	VAT	Total
50	Postages	Royal Mail	0.00	6.40
51	Office Supplies	InKredible Ink Ltd	3.00	18.00
52	Miscellaneous Expenses	Cornwall Council	0.00	117.00
53	Toilet - Cleaning & Materials	KC Payne	0.00	300.00
54	Graveyard Resources (Books/Forms/Travel etc)	clerk	0.08	1.62
54	Clerks Salary (inc PAYE & NI)	clerk	0.00	1,171.76
55	Grass Cutting	R Sanders	42.00	252.00
55	S19 - Carwinion Playing Field	R Sanders	110.00	660.00
55	S19 - Junior Playing Field	R Sanders	32.00	192.00
56	Toilets - Utility Charges	EDF energy	0.00	11.00
57	Clerks Pension Contribution	Nest Pensions	0.00	38.19
58	Parish Pension Contribution	Nest Pensions	0.00	83.54
59	Clerks Salary (inc PAYE & NI)	HMRC	0.00	76.35
60	Parish NI contribution	HMRC	0.00	180.24
61	Telephone & Internet	PlusNet	6.74	40.44
62	Graveyard Maintenance/ Grounds	Robbie's Garden Services	0.00	484.00
63	Toilets - Utility Charges	WaterPlus	0.00	28.60
64	Insurances	Zurich Insurance	0.00	837.33
65	Insurances	Zurich Insurance	0.00	-52.06
66	Office Supplies	the Cartridge Centre	2.28	13.70
67	Graveyard Resources (Books/Forms/Travel etc)	Amazon	0.00	5.99
68	Postages	Royal Mail	0.00	15.55
69	S19 - Junior Playing Field	sign shed	5.22	31.32
70	Donations/ Grants	Mawnan Village Autumn Show	0.00	400.00
71	Donations/ Grants	Abbeyfield Scott House	0.00	300.00
72	Donations/ Grants	Helford River Gig Club	0.00	650.00
73	Donations/ Grants	Mawnan Cricket Club	0.00	494.99
74	Donations/ Grants	Mawnan Cricket Club	0.00	150.00
TOTAL FOR PAYMENT			£201.32	£6507.96

Bank Reconciliation at 01/06/2023			
	Cash in Hand 01/04/2023		100,611.93
	ADD Receipts 01/04/2023 - 01/06/2023		35,269.00
			135,880.93
	SUBTRACT Payments 01/04/2023 - 01/06/2023		11,384.15
A	Cash in Hand 01/06/2023 (per Cash Book)		124,496.78
	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	01/06/2023	77,604.61
	Current Account - Lloyds	01/06/2023	5,321.10
			121,625.97
	Less unrepresented payments		129.19
			121,496.78
	Plus unrepresented receipts		3,000.00
B	Adjusted Bank Balance		124,496.78
	A = B Checks out OK		

3815.23 - Correspondences

	Rec'd	Description	From	actions	Agenda
1	25.5.23	Complaint about graveyard cutting+ open letter	Non resident	Clerk responded	14
2	26.5.23	Response to request for works on a lease for the new offices	Stephens Scown	pending	12
3	26.5.23	Outcome of inspectors appeal for Old Boatyard, Maenporth	Planning Appeals, CC		7
4	31.5.23	Response from Planning re: Hotel Meudon decision date	M Ball, CC Planning	For info	5
5	31.5.23	Auction brochure for Methodist Chapel	Lodge Thomas		
6	1.6.23	footpath leaflet cover art question	John Dyer gallery	pending	5
7	2.6.23	Query about PC monitoring of planning works	Resident	Clerk dealt	7
8	5.6.23	Armed Forces Day – PC bulletin	CC		
9	8.6.23	Landmark Tree – location agreed with NT	G Lay, NT	Pending	14
10					

Explanation of actions:

Clerk dealt – clerk has replied/actioned

For info - forwarded to all councillors; no specific response necessary

Full council – already on agenda

Pending –may need further investigation/discussion