

MINUTES OF THE MAWNAN PARISH COUNCIL MEETING HELD ON THURSDAY 17th
OCTOBER 2024 AT 19.30 IN THE MAWNAN BOWLING CLUB

PRESENT Cllr Potter (chair), Reid, Moyle, Morris, Bate, Biggin, Whibley, Stabbins

ALSO PRESENT Clerk + 9? members of the public.

1. TO RECEIVE APOLOGIES

Cllr Sadler

**2. MEMBERS TO DECLARE ANY INTERESTS IN ITEMS ON THE AGENDA OR
REQUEST DISPENSATIONS.**

None declared

3. PUBLIC COMMENTS ON ITEMS ON THE AGENDA ONLY

Kevin- member of public stating the MUGA is not on this agenda and requesting it to be put on the next meeting's agenda. Cllr Potter agrees.

**4. TO RECEIVE AND APPROVE THE MINUTES OF THE 11th SEPTEMBER 2024
FULL COUNCIL MEETING**

PA24/05416 Hotel Meudon- Cllr Whibley suggested some additions:

1. Item 6 on the minutes noted the Parish Council was deferring comments on the application until after the public meeting on 24th September at Mawnan Memorial Hall. Cllr Whibley wants it noted that presenting for the applicant at that meeting were representatives from Kingfisher, Blackbox and the architect.
2. The meeting for the Parish Council to decide comments took place on Thursday the 10th of October, and Cllrs came to a unanimous conclusion that the parish council was objecting to the application.
3. Item 11- new office- PC did move on the 30th September

Proposed Cllr Whibley, Seconded Cllr Potter resolved to accept minutes. All others in favour.

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

Item 19- Cllr Potter refers to Kevin's request that the MUGA be put on the next meetings agenda

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

1. PA24/06856 Church of St Mawnan, Old Church Road: Demolition of derelict shed building, repair the lychgate, which is Grade II listed, and erect a new boundary wall **without** compliance with condition 3 of the decision notice from PA19/ 09031 21st of January, 2020.
 - a) The condition concerns a beech tree which should be protected throughout the works. There is no tree protection order on the tree.

Cllr Whibley stated that Mr. Ian Davies, the forestry officer for Cornwall Council, on the 3rd October, said the proposal to remove the beech tree is not supported and is recommending that the tree is retained and worked around with a bit of space for it to continue its slow growth to maturity. However it is raising the tarmac on the public access to the lychgate with the roots coming up through the hard surface.

- b) Cllr Moyle noted that 8 years ago the arboriculture specialist for the Diocese came out and recommended the tree be removed. It is 70ft high and the Diocese is concerned about protecting headstones and lychgate. There are ash trees that need cutting down and the beech in question could be done at the same time. Cllr Morris and Cllr Whibley pointed out there is no evidence it's diseased and the officer said it had 10-15 years of life left.
- c) Cllr Moyle pointed out the roof should have never come off the lychgate until the applicants got planning permission. The planning permission granted wasn't to take the roof off the lychgate - it was to take down the old oil plant shed.
- d) Questions about who is responsible for the tree were raised. It's in the car park- so National Trust? Parish Council?

Proposed Cllr Whibley, Seconded Cllr Potter resolved to support the comments of the councils forestry officer and that the tree should be retained and worked around- thereby refusing the application request. The council has concerns about the future and the risk of structural damage to listed buildings in adverse weather conditions but this needs further investigation.

ACTIONS

- a) **establish responsibility**
 - b) **Cllr Moyle to speak to CC Forestry officer and Diocese tree man.**
 - c) **Clerk to submit comments to CC**
2. PA24/05240 2 Field Place, Carwinion Road, 2 storey rear extension and porch. Cllr Whibley recommends approval- the roofing materials, walls, windows and doors are all as per the current property. There's no impact on access or parking arrangements, the porch is on the side of the house and the rear is out of sight to the public. Makes sense in terms of design; fits with design guide for the Mawnan NDP.

Proposed Cllr Whibley, Seconded Cllr Bate resolved to support the application with a line that PC would like to see a blind or curtain- something to minimize the light pollution and protect dark skies. All Cllrs in favour.

ACTIONS

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a) Clerk to submit comments to CC

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

1. **Ref; PA24/1161**- Tide End, Budock Vean- Approved with conditions.
2. **Ref; PA24/01106** – Redwood, Helford Passage – Approved with conditions.
3. **Ref: PA24/05416**- Hotel Meudon - The determination deadline showing on the portal is still the 4th November. PC submitted very extensive comments recommending refusal on the 11th October, which is why the extraordinary meeting was held on the 10th. Currently there are 71 public comments against the application and 1 supporting. Noted this is much smaller than the 180 objections submitted in the previous application.

Cllr Reid urged public to still submit comments if they have something to say.

8. UPDATE ON THE FINANCIAL POSITION AND APPROVAL OF THE LIST OF PAYMENTS FOR OCTOBER

1. Cllr Reid stated there is no list of payments to show as it's not up to date. People have been paid but it's not in the accounts system. There is a new precept for the next 6 months of the financial year. £15k left over from previous year.
2. Cllr Reid stated his concern about state of finances and lack of a finance committee meeting. Outgoings are £8000 a month which translate to £96k per year but this exceeds what comes in over the year so there is an issue that needs to be resolved. Next years budget needs to be created and its impossible atm without a real grip of what's going on.
3. Additional issues with the bank and not being able to see the transactions or accounts.

ACTIONS

- a) **New Clerk to start looking into bank access issues.**

9. RECRUITMENT OF CLERK AND DETAILS OF INTERIM ARRANGEMENTS

Mrs Mercer is the new temporary clerk with the view to applying for the job officially. In the meantime, will help as needed. Abbi offered to assist with handover and this is to be encouraged. There is 70 hours of clerk work a month not being done at the moment and it is impacting the running of the Parish Council. Everything is behind- correspondence isn't being answered etc- treading water atm. With new clerk should slowly improve. There were offers of help from other councillors to help running of office whilst Cllr Reid away.

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10. FURNITURE NEEDED FOR NEW OFFICE AND APPOINTMENT OF IT SPECIALIST TO RESOLVE COMPUTER PROBLEMS

1. Cllr Reid has found an IT specialist through CALC and he has done an assessment of the current IT set up (remotely) and stated we need a new computer and monitors plus new Microsoft subscription as no applications e.g Word have been updated for a considerable amount of time. IT specialist has recommended computer and monitors to buy. The total cost for this is around £900. He also provides monthly IT systems maintenance with a monthly charge of around £120.
2. Also need to spend budget already approved for office furniture. Money allocated, need to buy a table and chairs, cabinet for stationary, storage. Clerk to find, send email to Cllrs to approve items.

Proposed Cllr Moyle, Seconded Cllr Reid resolved to go ahead with new purchase asap and to hire him as IT support.

ACTIONS: Clerk to:

- a) buy new computer and monitors,
- b) set up with IT support,
- c) source new office furniture to get approval from other Cllrs

11. PROGRESS IN SECURING THE FIELD ADJACENT TO CARWINNION PLAYING FIELD AND CONCERNS RAISED BY THE MAWNAN FOOTBALL ASSOCIATION (MFA)

This was a lengthy discussion:

1. Leon (member of public) sought clarification and an explanation as to why access via the playing field into the field in question was not granted at a previous meeting.
2. Cllr Reid (and Moyle) explained that the PC cannot take assets/ assets in trust and give exclusive permission for one group of people to have access rights from community land. There is a proper procedure that needs to be undertaken which is lengthy and will take time. Governance rules and legal obligations can be onerous but must be adhered to. Even if permission was granted to access the field a tender process would need to be followed to get the access created.
3. Cllr Potter reviewed notes from previous meeting: *“After a lengthy discussion whether the parish council should try to acquire the field themselves in the future for community use, rather than a private group. Cllr Lee, Cllr Reid proposed to refuse the gateway for the football club at this time, but open up discussions going forward regarding the parish council purchasing the area if there is enough community interest.”*
4. Cllr Reid followed up on the above- he had spoken to Stephen Morgan (Senior Portfolio Surveyor (Rural) at Cornwall Council) and he advised

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Cllr Reid on the correct procedure to start the ball rolling to getting the 7.5 acre field earmarked for community usage and ownership

5. Primarily there needs to be a line drawn around the field in question so any existing/ new tenant is aware of what could be removed from the tenancy. On speaking to SM a second time Cllr Reid was told that the field was now ringfenced/ earmarked for community usage/ ownership. Essentially an EOI by the Carwinnion Playing Field Trust (CPFT) has been made. The field will be re-let and it may take some time before the council is willing to enter into negotiations for options to purchase etc but the first move has been made.
6. The next step is a public consultation as to whether the 1900+ residents of the Parish agree with the purchase and if so, what would they like done with the field.
7. There was frustration on behalf of MFA as to why they can't privately purchase the 7.5 acre field and then put it into the CPFT doesn't get over some tendering and governance hurdles.
8. Leon pointed out when the football club initially spoke to County Farms in May 2024 they were told, unlike the previous two times they had made enquiries about the field, this time CF were open to the Football club making its case. But they wouldn't enter into negotiations without access to the field granted and they advised that the field would have to be considered a community field. The FC have reflected on this and have put forward the option of the FC buying the field and putting it into the CPFT to protect it in the future should the club ever cease to exist.
9. Karen Hooper (Mawnan resident) was present and stated it was she that had spoken to Stephen Morgan and confirmed what Cllr Reid and Leon have stated above. Karen pointed out that when she spoke to Stephen he said it was a good time was a good time to make the purchase because of the upcoming change in tenancy. The land could be sliced off before the sale/ re-leasing was made.
10. Strong feeling within PC that field should be a community asset rather than in the hands of a third party. It makes sense to develop the field for community usage- and that will definitely include a football pitch- but can't do something just for 16 out of 1900 people. That includes creating access through trust owned assets for third party owners. An additional complication is that the FC only want a small part of the field for football use as the other section has a gradient so isn't suitable.
11. Cllr Bate questioned why the private purchase and then putting it into CPFT wouldn't work as it takes away a lot of work from the PC. What's not to like?
12. Cllr Reid pointed out it's not an option as it doesn't follow due process of taking assets on within the CPFT and CC wouldn't sell it to them as a private sale with no PC or CPFT involvement.
13. Karen sought clarification, with both Mawnan PC and the Carwinion Playing Field Trust being legal entities, who is the decision maker here

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in terms of governance of the process. Karen points out that the PC can resolve to recommend an action to the CPFT. Cllr Reid pointed out that the PC is the sole trustee of the CPFT. Cllrs agreed there has been a crossover of trust/ council business discussed at this and a previous meeting on this matter. But this is to make progress on the issue in light of PC's current situation.

14. Concerns were also expressed about the PC capability of carrying this through considering the position the PC are in atm. PC states they are, but it will take time.
15. Cllr Reid reiterated the PC want the FC to thrive and prosper, as well as the community. But the land agent wants due process and public consultation. There is also the question of cost- this land has been earmarked for development so this is not agricultural prices- it won't be £20k per acre- it will be hundreds of thousands of pounds.
16. Cllr Stabbins pointed out the change of use of the field that would be required to be applied for through planning.
17. Cllr Potter ended the discussion- Nothing that has been agreed on or voted on can be reversed for six months. We can't vote on anything tonight, as this isn't a proposed solution to this problem.

ACTION:

- a) **Working group to be set up. Needs to be made up to represent all interests- not just FC. Clerk to instigate along with Cllrs.**
- b) **Cllr Biggin mentioned she has previous experience of a community parish council purchasing a new recreation field and an orchard; running community consultations, fundraising etc before they bought it off the Diocese of Exeter. Will reach out to the parish councillors for any resources, support, plan of action to assist MUGA working group and FC.**

12. UPDATE ON MAWNAN JUNIOR PLAYING FIELD

1. Cllr Biggin CCF project:
 - a) Earth Wrights would provide a report with design consultation finding for our village playground.
 - b) EW have requested community feedback over the next week to guide them on the elements we want to see in the concept design for junior playing field- these will be shared with our interested parties + all Cllrs. Cllr Biggin also offered to share with Leon to give an example of how the consultations for the Junior playing field have been managed (in context of field discussed above).
 - c) Zoom meeting for this feedback scheduled in early November so request for Cllrs to attend to give feedback, for more thoughts and answer questions about the design brief.
 - d) Money- Cllr Biggin agreed an interim payment for £4000 and confirmed the final payment for December (there was a mix up with

figures but it totals the £12K as per their original quote) which has been received from CCF.

- e) The CCF event has been confirmed- New County Hall in Truro, in the gallery in council chamber on Friday the 28th of February, 11 -3 pm. Cllr Biggin needs to confirm EW will attend as representatives of the project, and PC needs to decide if want a stand display, show a film, give a presentation etc.
- f) Cllr Reid pointed out the need for a finance committee meeting to go through project. Cllr Biggin stated there have been issues with payments from certain PC accounts, has had to pay for some things herself and has been re-imbursed but needs to sit down and reconcile everything with PC.

ACTIONS:

- a) **Settle finances for project so far and schedule in any necessary payments**
- b) **Cllrs to look at EW report and feedback plus attend feedback meeting in Nov**
- c) **Cllr Biggin to continue plans for CCF event in Feb 25**

2. Other general playing field matters:

- a) Insurance has been renewed for both playing fields.
- b) Sarah Mason recommended having insurance as a parish council to cover both playing fields, because it would avoid three different policies and fees.
- c) Spoken to Rob and Judy from Southwest Play Safety Inspections this afternoon. They have been doing monthly safety inspections, and these have been emailed this to the clerk.
- d) Arranged to meet with Rob and Joff (directors) at the field at 21st October, to discuss repairs.
- e) Met with/ spoken to Eloise from Play inspections and have latest safety inspection report. No inspection in 2023- delayed waiting for the zip wire cable repairs which were done in January 2024. Most recent report is therefore 5th February and is rebooked it for next year.
- f) Annual accounts and Trustees annual report need to be prepared- for both playing fields.
- g) Trustees annual report needs to be submitted by the 20 the 31st of January and submitted to Charity Commission. Cllr Biggin happy to help with the junior playing field one.
- h) Issues with picnic tables and they may need replacing. Just not fit for purpose. Discussion about they were custom made, design is flawed. Used a local company, guy coming to look at them. Discussion about complaining to supplier. Local company supplies lots of people and never had issues- these designs were not good for kids in a playing field.
- i) Not had a trust meeting about the junior playing field in particular since the sixth of March, and they used to occur four times a year.
- j) Need to make sure Playing fields inbox is being monitored.

3. Cllr Moyle voiced the need for authorisation from PC or Trust to get bottom hedge cut in junior playing field for the cheapest price and quickest way- which is to use a flail as opposed to a chainsaw and chipper. Got until end of March when birds start nesting and can't touch them. Put on next agenda.

ACTIONS:

- a) **Look at insurance for all playing fields and combining into one policy- contact Sarah Mason**
- b) **Collate safety inspections being sent to clerk each month from Rob and Judy from Southwest Play Safety Inspections**
- c) **Annual accounts and Trustees annual report need to be prepared- for both playing fields.**
- d) **Trustees annual report needs to be submitted by the 20 the 31st of January and submitted to Charity Commission. Cllr Biggin happy to help with the junior playing field one.**

Items for next agenda

- a) **Picnic tables**
- b) **Hedge cutting in junior playing field**

13. OUTSTANDING PUBLIC CONSULTATIONS

1. MUGA

Cllr Reid restated the need for a template to do consultations that are believable and authentic

Cllr Biggin referred to the consultation about Junior Playing field as a potential example- a slightly different approach but held initial surveys as steering group, got the CCF grant to do an event as a 'consultation' and will be providing report with findings.

2. Roads

Adam O'Neil has said that if the PC want a community led scheme for Sampys Hill that is better than theirs then ideas need to be submitted before end of financial year. Cllrs agree the hill is an issue with children walking, no pavement. Needs something to be done.

ACTION:

- a) **Clerk to establish a working group to look at the scheme and put forward some ideas for a structured start.**
 - a. **Also noted is the turning on Sampys Hill needs to be made better and this is an enforceable condition against Taylor Wimpey homes detailed in the land title for Lowennna Fields.**

14. TO RECEIVE ANY GRANT APPLICATIONS

1. Cllr Morris mentioned Plastic Free Helford had asked for some money towards them purchasing litter pickers for children and some high vis tabards a few months ago but nothing followed up from them.
2. Brief discussion about best way of dealing with grants- putting a set amount aside and dealing with EOIs from interested parties.
3. EOI money for bell ropes- have received a proposal for:
 - a. 2 x new bell ropes- (£441.6 inc VAT, ordered but can't be delivered or paid for until March 2025)
 - b. bell servicing which came to £252
 - c. £44 on locally manufactured stakes.
 - d. N.B Questions raised about applying for grants for things already on order. This can be tricky.

ACTION:

- a) **Cllr Whibley to clarify what exactly is being asked for from church.**

15. UPDATE ON GRAVEYARD

1. Grass has been cut & scarified.
2. Issues with graveyard that need to be addressed in private session.

ACTIONS:

- a) **Need to re-establish the burials committee- Cllr Sadler and Cllr Moyle**
- b) **Need to look at tombstone regulation**
- c) **Marking out next burial place for ashes**

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

1. Footpaths:

- a. **220/24/** Granite sheep stile and wooden bridge above Prisk Cove. Stile on council side, bridge on NT side. Cllr Whibley inspected bridge on 5th October and planks are worn but seemed okay. NT are aware bridge is coming to the end of its life and are looking for a more permanent solution i.e granite bars and will start next year.
- b. **220/9/** Sampys hill to Cardlindack Road- Cllr Whibley met with Penny Hodgson and land owners Mark and Bridget Tomlinson on the 7th of October. Water run-off is to be monitored and there are various schemes in place to mitigate. Owners agree it is their responsibility to maintain fenced off path in field.
- c. **220/8/2** Boskensoe – Tregarne - A wooden stile broke when a member of the public used it. Same landowner as above, they have now repaired it.
- d. Cllr Whibley requested a campaign to the public that any issues with public footpaths be reported to the PC first with a photo and a

location before going to CC as they are inundated with public contacting them for not huge issues.

2. **Cllr Potter mentioned the path from Durgan to Ferryboat**
 - a. there seems to be something directing people down to some dangerous paths that end up through the Rosheigh Cottage's garden.
 - b. Discussion about better signage for NT paths – i.e posts with yellow way marker on- as the Miners property extends into the NT woods and isn't clearly marked.
 - c. The footpath sign is also falling down so that also needs to be looked at.

3. **Cllr Morris went to the Helford Marine Conservation Group quarterly advisory meeting this week:**
 - a. Environment Agency said its been the wettest 12 months since records began.
 - b. Sue Scott from CC said that there's **small grants** available for projects to do with environmental improvements.
 - c. **The Seal Sanctuary** are doing a water vole reintroduction into their beaver enclosure. And they want to know if there's any sightings of mink anywhere, because obviously mink are predatory on water voles. So if you know of any then please report it.
 - d. **Helford Marine Conservation and the Wildlife Trust**, on the first Sunday of every month, cetacean watch at Rosemullion Head. Anyone's free to join that if interested. There's also planting of sea grass in the Helford estuary and need volunteers for that. Trying to plan events for next year but they've had difficulty recruiting volunteers.
 - e. **National Trust- Glendurgan- Apple talk** on Tuesday morning 22nd Oct. Apply through the National Trust. The garden will close after half term Nov 3rd. On 21st October, Monday, there's a consultation about dogs being allowed into the garden. Public can go and talk to one of the National Trust workers between 1030 and 1230.
 - f. **National Trust doing tree planting** around Carwinion woods and woodland management, and they're doing some wildflower seeding and some of the surrounding fields. Noted that they are taking out some of the beech trees because they are not going to adapt well to climate change.
 - g. **Plastic Free Helford** have a **beach clean** at Durgan this Saturday, meet at Bosloe car park at 1030
 - h. **Rendlesham**- a local trust who provide **grants** to people who are sick or disabled in the parish.

4. Cllr Bate attended the annual conference at Wadebridge about speed awareness and this led to a discussion about getting sign sorted that has

been sat in PC office for months. Forms need to be submitted and siting of the sign needs to be clarified by Cllr Bate.

5. Cllr Stabbins attended her first CAP meeting. There wasn't enough interest to have a subcommittee on climate change and environment so there wouldn't be a group on that.
 - a. A couple of other people who are interested- Dean Evans, for example, so going to follow through on that and try and get more happening on it.
 - b. It was a very full agenda updating everyone on things that applied to all councils in the partnership; affordable housing, enforcement regimes on planning, reports on transport working groups and policy of crime reporting.
 - c. Summary forwarded to the clerk if anyone wants it.
 - d. Cllr Stabbins wants to get more involved with a few more ideas about how our parish could be involved.

ACTIONS:

- a) Cllr Whibley requests a campaign to the public that any issues with public footpaths be reported to the PC first with a photo and a location before going to CC.
- b) Durgan to Ferryboat path investigation. Look into NT signage and existing sign that has fallen down.
- c) Create newsletter with appropriate notifications on from above
- d) Sort out speed sign in office- find and submit forms.

17. REPORT FROM CORNWALL COUNCIL WARD MEMBER

Cllr Bastin not present

18. ITEMS FOR INCLUSION AT THE NEXT MEETING

1. MUGA
2. Hedge trimming at junior playing field
3. Picnic tables

19. MATTERS OF COMMUNITY CONCERN

1. MUGA
2. Meudon hotel application if outcome or appeal or current planning application are known by next meeting
3. Vacancy on PC- needs to be publicised

ACTION

- a) Put PC vacancy on next newsletter

20. DATE AND TIME OF NEXT MEETING: 21ST NOVEMBER 2024, MAWNAN MEMORIAL HALL

Earthwrights will do a public, online presentation with printouts of their concept design at 6.30- an hour before the PC meeting @ the Memorial hall.

ACTION

- a) Inform public of meeting
- b) Inform public of Junior Playing Field presentation prior to meeting

X



Guy Potter
Chair

Date

11/12/2A

