

MEETING
DATE 16/9/25



Present :- Cllrs Potter, Whibley,
Stabbins, Morris, Biggin + Clerk
+ 8/9 Members of
public

Minutes

2526.104 TO RECEIVE APOLOGIES Cllr Moyle will be late, Cornwall Cllr Anna Thomason- Kenyon cannot attend

2526.105 MEMBERS TO DECLARE ANY INTERESTS IN ITEMS ON THE AGENDA OR REQUEST DISPENSATIONS Cllr Moyle- toilet tender

2526.106 PUBLIC COMMENTS ON ITEMS ON THE AGENDA ONLY

1. A member of the public raised the issue of the gate to the path to Helford River from Helford Passage Hill (Tank Track) not yet being open and no access being allowed despite the path being recognised as a PROW by the Secretary of State in August 2025. He asked what the council was doing to ensure the public have access. Cllr Potter said the council would chase it up and Cllr Whibley said she would investigate the situation further and contact the owner of the land the path goes through. She noted she was aware of the popularity of the path and people wanted to use it. The MoP also suggested a memorial dedicated to the troops that lost their lives during D-Day would be fitting as there is one at the other track leading to a embarkation point on the River Fal. Cllrs agreed with this and liked the idea.
2. MoP, David Nash, asked for the map in the lychgate at Mawnan Church to be updated with the extension of the community graveyard and any other graves added since he created the database of the old churchyard. He is also keen that this database gets updated. The Clerk said she had found a printed copied of the database which she needs to get scanned but hasn't yet located a digital copy. The clerk also stated she already had a working copy of a database for the community graveyard so it is either a case of finding a digital copy of the old one or getting the printed copy scanned in and transcribed.
3. MoP Mr and Mrs Bennett spoke about their upset and concern about the SID that has been located on Sampys Hill at the entrance to Lowenna Fields as it shines into the windows of their house. They claim all 5 front facing windows are affected and it results in a sustained period of exposure to this light and it is having a significant impact on their lives. They expressed dismay in their belief that they were excluded from a consultation process when others were consulted about the placement. They also believe that Cornwall Council's guidelines haven't been followed as the SID picks up cars before the 20mph speed zone starts and this could result in inaccurate data. They said that Highways have suggested the sign is turned off until a resolution is found, and that despite cowling being looked at as a solution they want the sign moved back a few metres. They feel this is not an unreasonable request. They also noted that other SID placements often aren't on permanently and don't shine into properties. They also noted the speed sign for the 20 mph is dirty and trees are growing over it so it's hard to see. They noted the three positions

that were originally considered by Highways and feel the other suggestions would be more suitable than the current one.

- a. Cllr Potter thanked them for their comments and said it was hard to make any changes tonight as it would need to be voted on in a future meeting. He also noted there is a quote for some cowling on its way and the parish council are trying to mitigate any negative effects as much as possible. He also explained that the parish council are limited by what Highways want as they dictate where things go after being presented with options. The sequence of events was also made tricky because the pavement was supposed to be going in but then the money promised never appeared. He also stated that mistakes may have been made because there were 3 clerks in one year and things may have been missed and the parish council acknowledge this. He said the conversations with Highways would continue about looking at various options. He explained the priority is the safety of the children so things must stay as they are until they can change and nothing can change until there is a vote on it and Highways need to authorise a change before it can be voted on. Cllr Moyle stated that there was a consultation that took place and lots of people attended from Lowenna Fields. This was also recorded in the minutes. Cllr Moyle also noted the best place to move it was out of the village to avoid all light pollution but this would mean moving the 20 mph speed sign a few metres further out of the village.
 - b. Cllr Potter suggested that the sign can be switched of at 8pm until a permanent resolution could be found. He also expressed that despite the SID picking people up before the 20 mph zone it showed that they were speeding even in the 40 mph zone on their way into the village.
4. The clerk stated she had received a few complaints about the noise at the **Meudon Hotel** over the previous weekend. A MoP also spoke to say there was a wedding with music and lights outside past 1am over the weekend. It affected the neighbours and their business of self-catering units, which resulted in complaints from their guests. They have asked to see the license issued to the hotel as they claim to be able to play music outside until 1am but they have not produced this and Cornwall Council have not yet responded to his request to see the license. Cllr Potter said the council would ask Cllr Thomson-Kenyon to locate the license. Cllr Whibley also noted there had been a lot of traffic on the corner which interrupted traffic flow. MoP also noted this wedding was different to others in that the entire hotel was shut so there was no need to consider other guests with noise pollution. There is also a new Instagram account called Meudon Weddings so there is concern that this could be their new modus-operandi for weddings which would be highly disruptive to neighbours. MoP enquired whether music licenses come through the parish council to which it was confirmed the council have no involvement in them.
 5. Cllr Moyle arrived at 19.49

ACTION: Clerk to look into a memorial for the Tank Track if and when it does open

ACTION: Cllr Whibley to make contact with Tank Track owner and talk to council/ government representatives re the PROW.

ACTION: Clerk to look at getting map church lychgate updated and locating digital database of old churchyard.

ACTION: Clerk to speak to Highways about moving SID in/ out of village and extending speed zone a few metres further out of the village.

ACTION: Clerk to enquire with Cllr Thomason-Kenyon to get a copy of the music license for the Meudon Hotel.

2526.107 TO RECEIVE AND APPROVE THE MINUTES OF THE 15th JULY 2025

Cllr Whibley noted a typo on page 3 which was corrected- 'do' was changed to 'no'. She also enquired about the cricket pitch being repaired after the baseball team damaged it. Clerk responded the baseball team had repaired it in time for the cricket game on the Saturday following the complaint.

PROPOSED Cllr Potter, SECONDED Cllr Biggin, RESOLVED to accept minutes of meeting 15th July 2025. All in favour.

2526.108 CLERK'S UPDATE AND ANY MATTERS ARISING FROM PAST MINUTES NOT ON THE CURRENT AGENDA

1. Speed sign on Grove Hill- ownership and data- Clerk stated Cornwall Council own the SID on Grove Hill and the council is sending the data for the previous 12-24 months. Cllr Potter is keen to know what they do with it.
2. SID on Sampys hill update- FOI request has been responded to and completed. Clerk also said that the new PC laptop is all set up so the SID software can be operated from that. Cllr Potter also asked for up to date data to be released. Clerk also informed the council of the article in Falmouth Packet about the data and findings.
3. New banking- Unity Trust bank came back from CALC members as the most popular. Lloyds was the second most popular. Unity Trust Bank is more expensive at £6.25 per month for the account (Lloyds is £4.25). It was resolved to open an account with Unity to see how workable it is, run the two concurrently and then decide which one to continue with. Cllr Potter noted the priority is to be able to approve payments on the move and quickly. Cllr Biggin also noted that for any events that need a cash float it is difficult if there is no local branch- the council would probably need to go through the post office or a banking hub.
4. CIL- Clerk confirmed the spending window is five years. Cllr Biggin asked how far along we were to spending the CIL payments from 5 years ago. Clerk responded there was £2000 spent in this year on the JPF matting. There is £6k in the reserve and she thinks there is around 3 years left to spend what is there.
5. Clerk also stated she had asked Highways about the deer sign outside Glendurgan but they responded to say there hadn't been enough incidents to merit one. There is also a new initiative at the DfT and CC to minimise road signs as they feel there is too much sign clutter.
6. MoP spoke up and said she has requested hedgehog signs from CC Highways and had sent in figures for known fatalities. As they are an endangered species she is hoping for a positive response. Cllr Biggin is also reporting fatalities on a national database and has put up some hedgehog signs around the village to make people aware.

ACTION: Clerk to chase up SID on Grove Hill data, ask how CC use it.

ACTION: Clerk to open Unity Trust Bank

ACTION: Update SID data on webpage

ACTION: Check CIL spending deadline

2526.109 TO CONSIDER PLANNING APPLICATIONS RECEIVED FROM CORNWALL COUNCIL BY DATE OF THIS MEETING

None at this time

2526.110 TO RECEIVE A LIST OF PLANNING DECISIONS MADE TO DATE BY CORNWALL COUNCIL

1. **PA25/03266 Methodist Church-** Listed building consent for alterations of window to door on rear elevation **APPROVED**
2. **PA25/04137 Edge Field, Carwinion Road-** Improving the appearance and replacement of existing flat roof extension and infill extension of a detached house **APPROVED**
3. **PA25/03405 Land at Meudon Barns, Maenporth-** Proposed Holiday Let **APPROVED**
**MoP noted there was a lot of parking outside the entrance to Meudon Barns- it is unknown what this parking is down to as it makes it very difficult to walk up the pavement there- is it from Meudon Barn's guests? Cllrs responded they have on site parking so they don't think so but perhaps from walkers and possibly employees at the hotel as parking is so limited at the hotel. Cllr suggested to MoP that they could complain via the CC portal.
4. **PA25/00759/PRE Trelevra, Grove Hill-** Do I need permission to improve the highway boundary wall **CLOSED- ADVICE GIVEN**
5. **PA25/05442 Carrick, Trelawney Close-** Non-Material Amendment in relation to Decision Notice PA25/02185 dated 01.05.2025: Adjustment to window sizes and positions and adjustments to dormer windows **APPROVED**
6. **PA25/03391 Apt 2, Arvor, West Bay-** Use of apartment 2, Arvor, as an unfettered residential dwelling **APPROVED**
7. **PA25/04660 Roskellan, Bosanath Valley-** Certificate of lawfulness for existing use of detached garage as a self-contained dwellinghouse **Granted (CAADs, PIPs and LUs only)**
8. **PA25/05127 Helford House, Budock Vean Lane-** Extensions to main house to create new entrance area and bedrooms. New garage to replace previous. New shed **APPROVED**

ACTION: Clerk to check with residents at Meudon Barns and House to see if they know where the increased parking is coming from.

2526.111 UPDATE ON THE FINANCIAL POSITION AND APPROVAL OF THE LIST OF PAYMENTS FOR SEPTEMBER

1. Review and agree monthly figures, payments and bank reconciliation. Clerk informed Cllrs the only payment not listed was the Royal Mail invoice of £99 for the returns envelope for the Carwinion Project and the Meeting Room invoice which had been queried.

PROPOSED Cllr Potter, SECONDED Cllr Moyle, RESOLVED to accept payments and bank rec. All in favour.

2. Clerk informed Cllrs the second instalment of the precept had come through.
3. Grants 2025.2 will be launching next month with 2 months to have applications in. Window for applications will close on 10th Dec.
4. External Audit conclusion- auditors are happy and have sent some recommendations to be considered and implemented. These relate to the ones

recommended by the internal auditor and making sure general reserves are higher. Clerk explained they had looked at reserves without taking into account the second instalment of the precept coming in so the council's financial position is fine. The Notice of Conclusion of Audit is live.

5. Agree date for next O+F meeting- Clerk explained the budget needs to be done in December's meeting but she thinks a meeting prior to then would be useful. Date set for Monday 13th August at 7pm. Cllr Potter states that money needs to be spent on the things it was allocated for as that's why the precept was increased. Cllr Whibley stated that items in the entire parish need to be considered, not just the JPF.

ACTION: Clerk to prepare O+F agenda.

2526.112 CARWINION PLAYING FIELD

1. Agree to install bollards. Kevin Bate has very kindly donated 2 drop down bollards to the Carwinion Playing Field and has quoted £150 for installing them which could be offset against the rent. The council wanted their appreciation for the donation to be recorded- thank you to Mr Bate.
2. Cllrs do not want the work to be offset against the rent but would like an invoice for the work and would like to stop work being offset against the rent in future as it is much more straight forward to just receive invoices for work done after work has been approved by the trust or the council.
3. Cllrs agreed to put one bollard in each gap rather than 2 in one gap as there is another gap further towards the MCA building which could also be a potential way onto the field for vehicles.

PROPOSED Cllr Potter, SECONDED Cllr Moyle, RESOLVED agree that one bollard would be placed in each gap leading onto the field and that they would like an invoice for the work rather than offsetting it against the rent and this is how they work should be done from now on. All in favour.

4. Update on Sunday's community engagement event- this was postponed due to bad weather and has been rescheduled for the following Sunday 21st Sept at the same time as Mawnan Fun Run.
5. The survey for the Carwinion Playing Field Project is underway by the Institute of Cornish Studies at Exeter University and will be going out at the beginning of October.
6. Stakeholders of playing field i.e football, cricket teams have all been introduced directly to Mei Loci. They are also arranging workshops at the pre-school, primary school and Penryn School- to get input from Mawnan's older children.

ACTION: Clerk to introduce Mei Loci to HMCg

2526.113 JUNIOR PLAYING FIELD UPDATE

1. Update on funding and applications- Cllr Biggin informed Cllrs that Forest for Cornwall has offered a grant of £2k and discussions are underway with the bowling club about potentially installing a solar pump to access their well. A Crowdfunder has been launched for the Nature Area and the Cornwall Council Climate and Nature Fund will be applied for which will match any monies raised by the Crowdfunder once £2.5k has been raised up to the value of £5k. The Community Chest Fund will also be applied for in conjunction with the Crowdfunder and Cllr Thomason-Kenyon has already expressed her interest in donating.

2. Update on Sundays fundraiser football match which was to raise money for the Junior Playing Field in Mawnan and playing field in Budock- this has now been postponed. The cake sale due to take place has also been moved to the Carwinion Playing Field event detailed in 2526.112.4 above. Cllr Biggin would like a thank you to be minuted to Westcountry Foods for donating 90 eggs and 4 kilos of butter for the cake sale.
3. The Clerk gave an update on the financial position of funds for the JPF which is £45k within the Parish Councils reserves for the project- this is made up of solar farm funding, reserves for the JPF and current budget allocation.

2526.114 BURIALS

1. Decide circumstances of non-parishioner burials- Cllrs agreed to defer this to the burials committee.
2. Agree quote to clear compost piles in graveyard. Clerk explained that Libby, the church warden, is going to sign up for domestic compost collection and the Parish Council will reimburse her for this. She will wheel the compost bin to the collection point outside her property once a fortnight. Thank you to Libby for doing this.

PROPOSED Cllr Moyle, SECONDED Cllr Stabbins, RESOLVED to accept the quote and go ahead with the work. All in favour.

3. Agree to tender for path in old graveyard to be re-laid- it is cracked and not level. It was agreed to get quotes for the path to be re-laid. Discussions led to Cllrs agreeing to a plastic mesh style path with gravel.
4. Who is responsible for upkeep of graves in old graveyard? Cllr Moyle stated the Parish council took on the upkeep for the vegetation, not the graves in the graveyard. The owners of the graves should be responsible but a lot of them aren't around anymore. Some graves are over 100 years old. When they bought the grave are these indefinitely owned or is it for a period of time? The Church took the money when the graves were originally bought. Cllrs agreed to defer this to the burials committee for a longer discussion.

ACTION: Clerk to action work on compost piles at graveyard

ACTION: Clerk to get quotes for re doing path in graveyard with plastic mesh and gravel specified above.

ACTION: Cllr Potter to speak to Toddy (who repaired the Lychgate) regarding paths and what he'd recommend.

2526.115 REVIEW ANNUAL RISK ASSESSMENT

PROPOSED Cllr Potter, SECONDED Cllr Moyle, RESOLVED to move this item to next month which gives Cllrs time to read it properly. All in favour.

2526.116 AGREE TENDERS TO GO OUT

1. Toilet Tender- exclude maintaining of gates closure in new tender. To be discussed in the confidential item in **2526.125**
2. Path Tender
 - a. Clerk had noticed the contract has expired. Clerk stated there are potentially two new paths to add- Path 9 from Cardlinack Road to Sampys Hill. Currently the council get both ends cut but not the middle of the path. The farmer has cut it this year but clerk needs to speak to him to make sure he is happy for parish council to maintain the path side of the fence.

- b. The second path to potentially be added is the new PROW from the road to the Helford the 'Tank Track'. Clerk is not sure if it will be LMP or SWCP.

PROPOSED Cllr Potter, SECONDED Cllr Whibley, RESOLVED to put new tender out when Clerk can get it ready. All in favour.

ACTION: Clerk to check with landowner on Path 9 if he's happy for path to be cut.

2526.117 ANY OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS

1. Solar set up for toilets- Cllr Potter to look at. Cllr Moyle commented that the water bill is very high. Clerk explained that there is a new contract in place now for the next 3 years and the council is no longer being charged a soakaway charge so bills should be a bit cheaper going forward.
2. Cashflow- Clerk still needs to do
3. Tender for fencing in community burial ground- Clerk still needs to do.

ACTION: Cllr Potter to look at solar set up

ACTION: Clerk to send a water bill to Cllr Moyle

2526.118 VACANCIES FOR CO-OPTION

Council still has 4 vacant seats

2526.119 ANY OTHER BUSINESS THAT HAS COME IN SINCE THE AGENDA WENT OUT

None

2526.120 TO AGREE RESPONSES REQUIRED TO ANY CORRESPONDANCE

1. Saving our Sarah- they are asking for money and space for the boat to be on display. Cllrs agree that they can apply for a grant when it is open for applications.

ACTION: Clerk to see if they have found a site and communicate when grants have been launched.

2526.121 TO RECEIVE INFORMATION AND MAKE DECISIONS ON ANY NOTED ENVIRONMENT ISSUES INCLUDING TRAFFIC, ROADS, FOOTPATHS & COUNTRYSIDE

1. Footpath to Helford Passage 'Tank Track' – dealt with in **2526.106.1**
2. Works to Footpath Mawnan 220/6 on Norway Farm. The landowner was very angry a wooden walkway was constructed on his land that was completely unsuitable for the issues on the PROW. It is now being removed and a more suitable solution is being arranged.
3. Any CAP, HMVC updates. There are two meetings coming up-
 - a. 'Why Cornwall Seas Matter' by Cornwall Wildlife Trust's Head of Marine Conservation in the Memorial Hall- 16th October.
 - b. Seal Sanctuary guided tour on the 27th September.

2526.122 MATTERS OF COMMUNITY CONCERN

None- all dealt with in items above

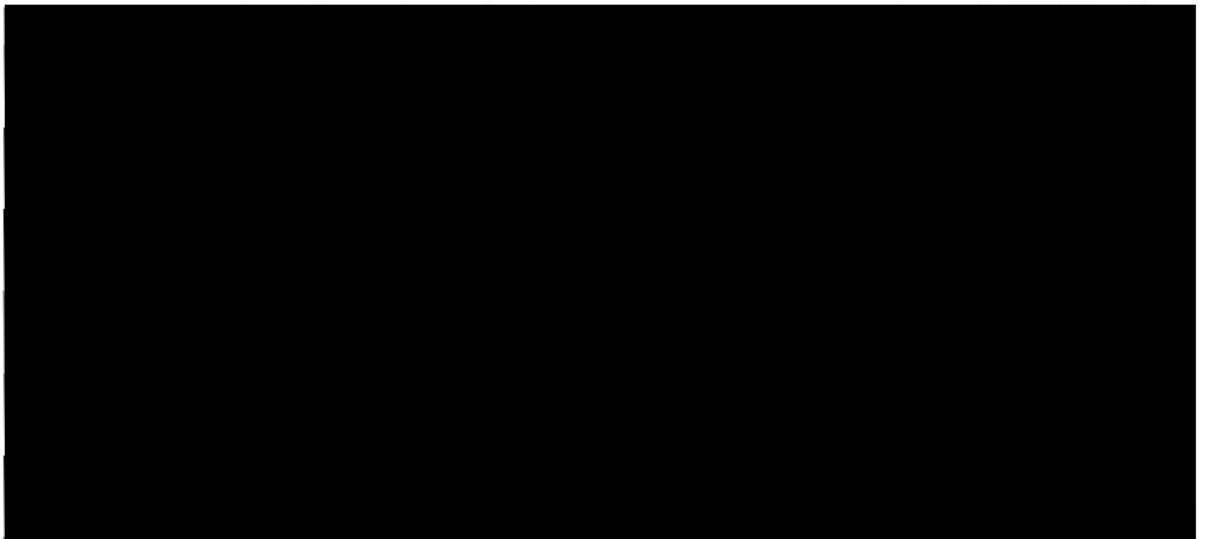
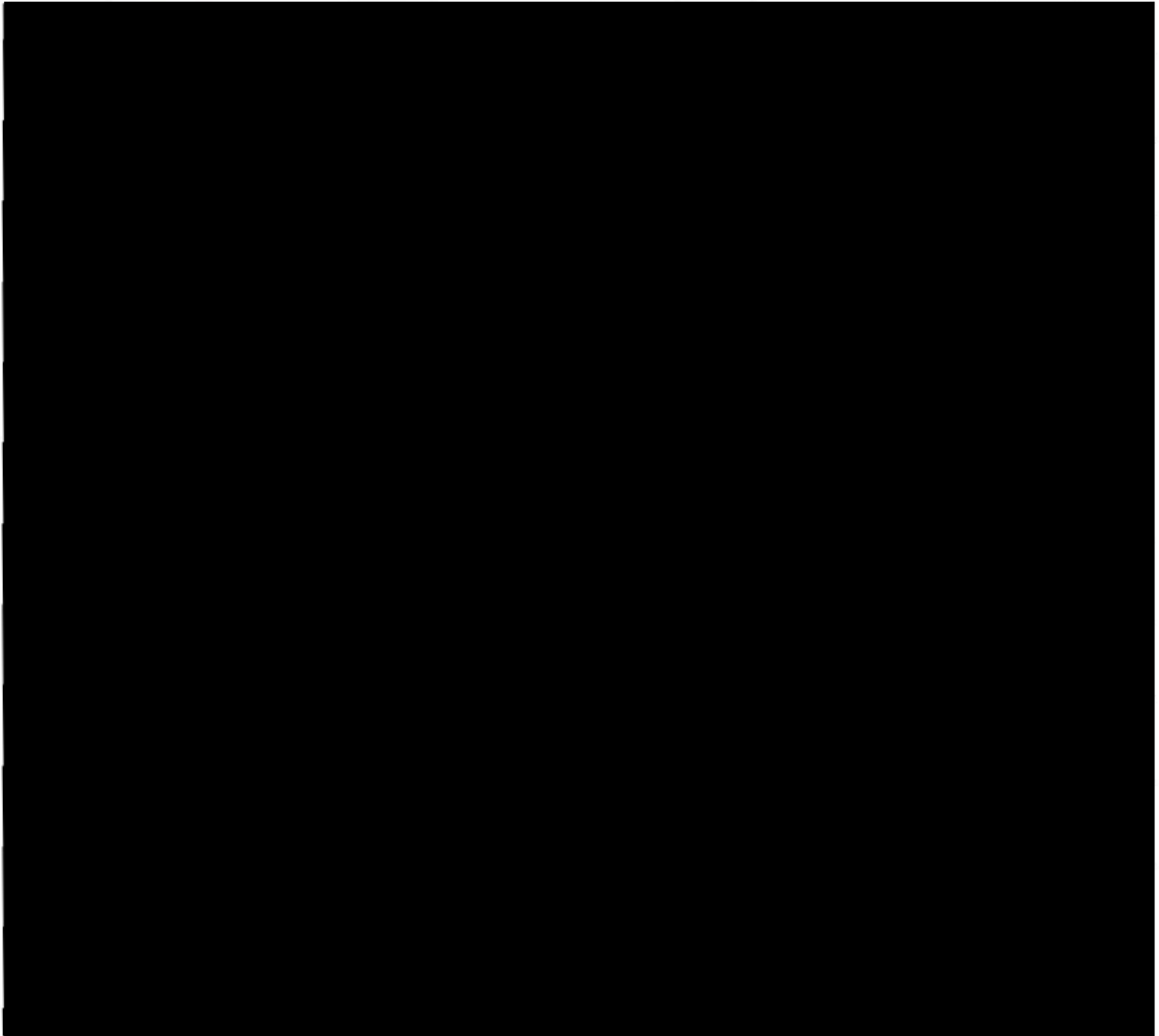
2526.123 REPORT FROM CORNWALL COUNCIL WARD MEMBER Anna Thomason- Kenyon was not present and will send a report in the next few days.

2526.124 ITEMS FOR INCLUSION AT THE NEXT MEETING

1. SID
2. Annual Risk Assessment
3. Update on hedgehog sign
4. Hedges out of village need to be trimmed- from Mawnan to Penwarne.

2526.125 CONFIDENTIAL ITEMS

The council resolves under the 1960 Public Bodies Act to exclude the press and public due to the confidential nature of items to be discussed.



2526.126 DATE & TIME OF NEXT MEETING 21st October at 7pm.

X

Guy Potter
Chairman

ITEM list

- | | |
|-----------|--|
| 1 | Minutes of meeting 19 th August |
| 2 A and B | External Audit Email and certificate |
| 3 | Annual Risk Assessment for review |
| 4 | Toilet cleaning and village duties tender |
| 5 | Footpaths tender |
| 6 A-C | Save our Sarah info |

Current bank balances

- Nationwide £48,343.60
- Current account £126,886.83
- Deposit account £436.52
- CPFT £13,247.77
- JPFT £10,256.37

Spending August

Item	Cost Centre	Supplier	What	VAT £	Total £	Paid?
89	Grass Cutting (green spaces)	R Sanders	Green Space cut July	178	1068.00	Y
92	Graveyard Maintenance	Robbie	July maintenance		484.00	Y
68 + 90	JPF inspection	SWPSi	June & July JPF inspection	18	108.00	Y
91	Toilets- Utility Charges	WaterPlus	June-July Water charges		100.58	Y
87	Training	CALC	Code of Conduct for Cllr Whibley	5	30.00	Y
88	Misc	MS Electrical	Putting SID up	36	216.00	Y
97	Toilets Electric	EDF	July-Aug	3.25	68.25	Y
98	IT support	Objective IT services	August	23.22	139.32	Y
107	Bank charges	Lloyds	Account charges		4.25	Y
100	Phone and Internet	BT	Phone and internet July	6.99	41.96	Y
104	Clerk salary	Mel Mercer	Wages July		1239.51	Y
105	Clerk PAYE and NI	HMRC	Clerks pension		82.05	Y
103	Clerk and PC Pension contribution	NEST	Clerk £69.55 PC contribution £97.38		166.93	Y
99	Toilet Cleaning + Repairs	KC Payne	July charge Repairs, bulbs, extra time		388.78	Y
108	Office Admin	Adobe	Acrobat Pro	3.33	19.97	Y
96	Misc	B&Q	New Padlocks for CPF	5.70	34.19	Y
106	Misc	CALC	Donation for Sarah Mason leaving present		20	Y
			Total	279.49	4211.79	

Receipts Sept (none in August)

Item	Cost Centre	Supplier	What	VAT £	Total £
R15	Precept	Cornwall Council	Precept 2 nd Installment		55,817.39

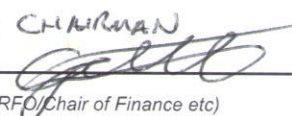
Payments/ To approve for August

Item	Cost Centre	Supplier	What	VAT £	Total £	Paid?
112	Grass Cutting (green spaces)	R Sanders	Green Space cut August	157	942.00	N
109	Graveyard Maintenance	Robbie	August maintenance		484.00	N
110	JPF inspection	SWPSi	June & July JPF inspection	9	54.00	N
111	Toilets- Utility Charges	WaterPlus	July- Aug Water charges		86.86	Y
113	Misc	Mawnan Memorial Hall	Post Office Jan- Aug 25		1224.00	N
114	Graveyard	Travis Perkins	Stakes and plywood for signs Compost and subsiding graves	4.32	25.93	Y
119	Toilets Electric	EDF	Aug- Sept	3.25	68.25	Y
120	IT support	Objective IT services	September Laptop set up and Windows Pro purchase	127.22	763.31	N
101	LMP & SWCP maintenance	R Sanders	LMP & SWCP cuts	171.15	1026.88	N
TBC	Bank charges	Lloyds	Account charges		4.25	Y
122	Phone and Internet	BT	Phone and internet July	6.99	41.96	Y
127	Clerk salary	Mel Mercer	Wages August N.B there was a wage increase in April so this includes August's new salary of £1435.62 (before NI, PAYE and pension) + backpay of £189.05 from April- May		1494.91	N
125	Clerk PAYE and NI	HMRC	NI		145.13	N
126	Clerk and PC Pension contribution	NEST	Clerk £81.23 PC contribution £113.73		194.96	Y
124	Toilet Cleaning + Repairs	KC Payne	August charge Cleaning flooded gents, supplies, bleach floor		403.34**	N
TBC	Office Admin	Adobe	Acrobat Pro	3.33	19.97	Y
115	Graveyard	UK Sign Shop	Wildflower Meadow Sign	10	60.00	Y
116	Office Supplies	Tragoes	Staple Gun	1.33	7.99	Y
117	Grants & Donations	Mawnan AFC	Grant payment		800	Y
118	Graveyard	Greenside Tree services	Trimming of hedge in community graveyard on east side	60.00	360.00	N
121	Carwinion Playing Field CCF project	Mei Loci	1 st Instalment	598.40	3590.40	N
123	Toilets Supplies	Kernow Clinical Waste	Toilet Rolls	5.00	30.00	Y
129	External Audit	BDO	24-25 External Audit	84.00	504.00	N
			Total	1240.99	12332.14	

Mawnan Parish Council

Prepared by: 
Name and Role (Clerk/RFO etc)

Date: 16/9/25

Approved by: GUY POTTER CHAIRMAN

Name and Role (RFO/Chair of Finance etc)

Date: 16/9/25

Bank Reconciliation at 31/08/2025			
	Cash in Hand 01/04/2025		82,678.52
	ADD		
	Receipts 01/04/2025 - 31/08/2025		76,920.62
			159,599.14
	SUBTRACT		
	Payments 01/04/2025 - 31/08/2025		39,780.68
A	Cash in Hand 31/08/2025 (per Cash Book)		119,818.46
	Cash in hand per Bank Statements		
	Petty Cash 31/08/2025	0.00	
	Current Account - Lloyds 31/08/2025	72,065.22	
	Deposit Account - Lloyds 31/08/2025	436.52	
	95 Day Saver Account - Nationwide 31/08/2025	48,343.60	
			120,845.34
	Less unrepresented payments		1,026.88
			119,818.46
	Plus unrepresented receipts		
B	Adjusted Bank Balance		119,818.46
A = B Checks out OK			

W2_PREM_00122_05
(Variation/transfer ref no. LI23_006258)

Licensing Act 2003 – Premises Licence

The Licensing Authority
Cornwall Council
Licensing
New County Hall



**PUBLIC
PROTECTION**
a service of Cornwall Council

Treyew Road
Truro
TR1 3AY
Tel: 0300 1234 212
Email: licensing@cornwall.gov.uk www.cornwall.gov.uk

Premises licence number

W2_PREM_00122_05
(Variation/transfer ref no. LI23_006258)

Licensable activities authorised by the licence

Live Music (E)
Recorded Music (F)
Performance of Dance (G)
Anything of a similar description to that falling within (E), (F) or (G)
Late Night Refreshment (L)
Supply of Alcohol (M)

Postal address of premises, or if none, ordnance survey map reference, or description

**Meudon Hotel
Maenporth Road
Maenporth
Falmouth
Cornwall
TR11 5HT**

Premises tel. no.

Where the licence is time limited the dates

Not applicable

Description of premises

Hotel

The times the licence authorises the carrying out of licensable activities

Live Music (E) (indoors only)

Monday - Sunday 10:00 - 01:00

Recorded Music (F) (indoors only)

Monday - Sunday 10:00 - 01:00

Performance of Dance (G) (indoors only)

Monday - Sunday 10:00 - 01:00

Anything of a similar description to that falling within (E), (F) or (G) (indoors only)

Monday - Sunday 10:00 - 01:00

Late Night Refreshment (L) (indoors only)

Monday - Sunday 23:00 - 05:00

Supply of Alcohol (M) (for consumption on and off the premises) Monday

- Sunday 10:00 - 00:00

Non Standard Timings

Supply of alcohol to Residents 24/7

Seasonal Details

New Years Eve for Non-Residents until 01.00

The Opening Hours of the Premises

Monday - Sunday

10:00 - 01:30

Non Standard Timings:

Supply of alcohol to Residents 24/7

Where the licence authorises supplies of alcohol

Alcohol is supplied for consumption on and off the premises

Name and postal address (or registered address if a company) and telephone number of holder of premises licence

Meudon Vean Ltd
 Meudon Hotel
 Mawnan Smith
 Falmouth
 TR11 5HT

W2_PREM_00122_05

(Variation/transfer ref no. LI23_006258)

Home tel. no.	Mobile no.
---------------	------------

Registered number of holder, for example company/charity number (if applicable)	
Company Registration Number	797312

Name, address and telephone number of designated premises supervisor where the premises licence authorises for the supply of alcohol	
Mr Donovan Van Staden	
Home tel. no.	Mobile no.

Personal licence number and issuing authority of personal licence held by designated premises supervisor where the premises authorises the supply of alcohol	
Personal licence number: PA 9401	
Issuing licensing authority: Dorset County Council	

State whether access to the premises by children is restricted or prohibited
Restricted only by the Licensing Act 2003

Signed	Granted on
 Issued by Kevin Brader Head of Service for Public Protection	9th November 2023

Annex 1 – Mandatory conditions

Alcohol

1. No supply of alcohol may be made under this premises licence –
 - (a) at a time when there is no designated premises supervisor in respect of the premises licence, or
 - (b) at a time when the designated premises supervisor does not hold a personal licence or his personal licence is suspended.
2. Every supply of alcohol under the premises licence must be made or authorised by a person who holds a personal licence.
3. The responsible person must ensure that staff on relevant premises do not carry out, arrange or participate in any irresponsible promotions in relation to the premises.

In this paragraph, an irresponsible promotion means any one or more of the following activities, or substantially similar activities, carried on for the purpose of encouraging the sale or supply of alcohol for consumption on the premises-

- (a) games or other activities which require or encourage, or are designed to require or encourage, individuals to–
 - (i) drink a quantity of alcohol within a time limit (other than to drink alcohol sold or supplied on the premises before the cessation of the period in which the responsible person is authorised to sell or supply alcohol), or
 - (ii) drink as much alcohol as possible (whether within a time limit or otherwise);
 - (b) provision of unlimited or unspecified quantities of alcohol free or for a fixed or discounted fee to the public or to a group defined by a particular characteristic in a manner which carries a significant risk of undermining a licensing objective;
 - (c) provision of free or discounted alcohol or any other thing as a prize to encourage or reward the purchase and consumption of alcohol over a period of 24 hours or less in a manner which carries a significant risk of undermining a licensing objective;
 - (d) selling or supplying alcohol in association with promotional posters or flyers on, or in the vicinity of, the premises which can reasonably be considered to condone, encourage or glamorise anti-social behaviour or to refer to the effects of drunkenness in any favourable manner;
 - (e) dispensing alcohol directly by one person into the mouth of another (other than where that other person is unable to drink without assistance by reason of disability).
4. The responsible person must ensure that free potable water is provided on request to customers where it is reasonably available.
 5. (1) The premises licence holder or club premises certificate holder must ensure that an age verification policy is adopted in respect of the premises in relation to the sale or supply of alcohol.

(2) The designated premises supervisor in relation to the premises licence must ensure that the supply of alcohol at the premises is carried on in accordance with the age verification policy.

(3) The policy must require individuals who appear to the responsible person to be under 18 years of age (or such older age as may be specified in the policy) to produce on request, before being served alcohol, identification bearing their photograph, date of birth and either:-

(a) a holographic mark, or (b)
an ultraviolet feature.

6. The responsible person shall ensure that-

(a) where any of the following alcoholic drinks is sold or supplied for consumption on the premises (other than alcoholic drinks sold or supplied having been made up in advance ready for sale or supply in a securely closed container) it is available to customers in the following measures -

- (i) beer or cider: ½ pint;
- (ii) gin, rum, vodka or whisky: 25 ml or 35 ml; and
- (iii) still wine in a glass: 125 ml; and

(b) these measures are displayed in a menu, price list or other printed material which is available to customers on the premises, and

(c) where a customer does not in relation to a sale of alcohol specify the quantity of alcohol to be sold, the customer is made aware that these measures are available.

7. A relevant person shall ensure that no alcohol is sold or supplied for consumption on or off the premises for a price which is less than the permitted price.

8. For the purposes of the condition set out in paragraph 7 -

- (a) "duty" is to be construed in accordance with the Alcoholic Liquor Duties Act 1979(a);
- (b) "permitted price" is the price found by applying the formula $P = D + (D \times V)$ where -
 - (i) P is the permitted price,
 - (ii) D is the amount of duty chargeable in relation to the alcohol as if the duty were charged on the date of the sale or supply of the alcohol, and
 - (iii) V is the rate of value added tax chargeable in relation to the alcohol as if the value added tax were charged on the date of the sale or supply of the alcohol;
- (c) "relevant person" means, in relation to premises in respect of which there is in force a premises licence -
 - (i) the holder of the premises licence,
 - (ii) the designated premises supervisor (if any) in respect of such a licence, or
 - (iii) the personal licence holder who makes or authorises a supply of alcohol under such a licence;
- (d) "relevant person" means, in relation to premises in respect of which there is in force a club premises certificate, any member or officer of the club present on the premises in a capacity which enables the member or officer to prevent the supply in question; and
- (e) "value added tax" means value added tax charged in accordance with the Value Added Tax Act 1994(b).

9. Where the permitted price given by Paragraph (b) of paragraph 8 would (apart from this paragraph) not be a whole number of pennies, the price given by that sub-paragraph shall

be taken to be the price actually given by that sub-paragraph rounded up to the nearest penny.

10. (1) Sub-paragraph (2) applies where the permitted price given by Paragraph (b) of paragraph 8 on a day ("the first day") would be different from the permitted price on the next day ("the second day") as a result of a change to the rate of duty or value added tax.

(2) The permitted price which would apply on the first day applies to sales or supplies of alcohol which take place before the expiry of the period of 14 days beginning on the second day.

Annex 2 – Conditions consistent with the operating schedule

General – all four licensing objectives

The Premises Licence Holder or DPS will fully train all staff involved in the sale of alcohol in their responsibilities under The Licensing Act, this will include Challenge 25 training. Written, signed training records will be kept and made available by one of the responsible authorities on request.

The Designated Premises Supervisor shall ensure that a written notice of authority is kept at the premises for all staff who sell alcohol. The notice shall be made available for inspection upon request of the police or an authorised officer of the Licensing Authority.

Prevention of crime and disorder

Promotion of sensible drinking

Commitment not to participate in drink promotions

Search policies in relation to drugs

Customers carrying open bottles, cans or other receptacles containing alcoholic liquor shall not be admitted to the premises at any time.

Any person who appears to be intoxicated or who is behaving in a disorderly manner shall not be allowed entry to the premises.

Public safety

Maintenance of full risk assessments - fire

Provision of access for emergency vehicles

First aid assessment of care for injured persons

Electrical tests carried out to NICEIC standards

Gas safety checks

Lighting and emergency lighting

All off sales will be in sealed containers.

Prevention of public nuisance

Use of noise assessments to identify measures required to prevent nuisance

Doors and windows to be kept closed

Measures to ensure customers leave quietly

The protection of children from harm

If a young person, who appears to be 25 or under asks for alcohol, they will be required to prove their age before they are served, unless the staff are certain (from personal knowledge or because they have seen proof of age on a previous occasion) that the person is 18 or over. This will also apply for 16/17 year olds who are permitted to consume wine, beer or cider with a table meal if they are accompanied by someone who is at least 18 years of age (as indicated in the Licensing Act 2003).

The forms of proof of age that will be accepted are a passport, a photo driving licence, or a proof of age card that has a PASS accreditation hologram on it. Photocopies will not be accepted. All staff will be trained in this policy and reminded about it frequently. A notice advising customers that they may be required to prove their age before they can buy alcohol will be displayed.

Adult Entertainment

1. In accordance with information provided on the application for this premises licence, there must be no adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children.

Annex 3 – Conditions attached after a hearing by the licensing authority

Annex 4 – Plans

See attached Licensing Approved Plan.