

MINUTES OF THE OFFICE AND FINANCE MEETING HELD IN THE
MAWNAN BOWLING CLUB ON MONDAY 15TH DECEMBER 2025.



PRESENT: Cllrs Potter, Biggin, Whibley, Morris, Moyle,
Shepherd + Clerk

Minutes

2526.21F	TO RECEIVE APOLOGIES FOR ABSENCE Cllr Potter sent apologies Cllr Stabbins arrived but decided to leave due to feeling ill
2526.22F	MEMBERS TO DECLARE ANY INTERESTS IN THE ITEMS ON THE AGENDA (OVER £50) OR REQUEST DISPENSATIONS- None
2526.23F	PUBLIC COMMENT ON ITEMS ON THE AGENDA- None
2526.24F	REVIEW PREVIOUS MINUTES, CHECK ACTIONS AGREED. ITEM 1 Outstanding actions: <ol style="list-style-type: none"> 1. Go through asset list and check in detail 2. Investigate location of cycle racks- Clerk has located cycle racks. Charlie Watt of the National Trust has one and has laid a concrete pad for it. Cllrs agreed he could continue to put the cycle rack down. Mr Kevin bate has the other one at the MCA and a trust meeting is needed in 2026 to decide installation location and get quotes. 3. Write business continuity plan 4. Arrange blinds to be fitted in office and fire safety needs- i.e blanket/ extinguisher 5. Arrange PAT testing in office <p>Proposed Cllr Biggin, Seconded Cllr Moyle, RESOLVED to accept minutes after a few small typo corrections done by hand to copy to be signed and scanned in. All in favour.</p>
2526.25F	REVIEW BUDGET FOR 2026-2027 ITEM 2 With day to day running costs of £74,785, after a discussion about the proposed budget, Cllrs decided to recommend a 3% increase in the precept from 2025 and prioritise the following projects for 2026 by allocating further earmarked reserves to: <ol style="list-style-type: none"> 1. Try and work towards securing land for car park on Sampys Hill to make up for the loss of parking if a pavement is installed in 2027 which would incur double yellow lines. 2. Put money aside to contribute to the pavement if required by Cornwall Council. 3. Put money aside for improvements to road safety in the parish- i.e crossing on Grove Hill. 4. Mawnan Park 'The Junior Playing Field'- continue to put money aside for match funding for grants or, if unsuccessful, be able to purchase equipment.

	<p>5. Start a Mawnan Park 'Junior Playing Field' sinking fund as we are now starting to purchase equipment. This will be increased as more equipment is bought so repairs and replacements are being planned for.</p> <p>6. Website revamp- to comply with Assertion 10 and also to improve comms with the parish.</p>
2526.26F	<p>DISCUSS CAP FUNDING CONTRIBUTION FOR HIGHWAYS PROJECT</p> <p>Clerk and Cllr Biggin conducted a Google Forms survey which has shown that parents find the current crossing dangerous and badly signed. Cllrs discussed this within the budget discussion above and are happy with a maximum of £4000 to contribute to the CAP Highways application for improvements to the unofficial crossing.</p>
2526.27F	<p>REVIEW FINANCIAL REGULATIONS AND RESERVES AND INVESTMENTS POLICY</p> <p>Cllrs were happy with the amendments made and recommended to accept the financial regulations and reserves and investment policies.</p>
2526.28F	<p>ANY OTHER BUSINESS THAT HAS COME IN SINCE THE AGENDA WENT OUT</p> <p>None</p>
2526.29F	<p>SIGN REMOVAL OF SIGNATORIES FORM FOR NATIONWIDE</p> <p>Done</p>
2526.30F	DATE OF NEXT MEETING- MARCH 2026 to review EOY position

Meeting ended 9pm.