

MINUTES OF THE MAWNAN PARISH COUNCIL MEETING
HELD ON TUESDAY 16TH DECEMBER 2025 AT 19.00 IN
THE MAWNAN MEMORIAL HALL.



PRESENT Cllrs Stabbins, Morris, Biggin, Whibley, Potter,
Shepherd, Clerk

Minutes

Mei-Loci presented the Carwinion Playing Field Draft Masterplan to Cllrs beforehand. Meeting started approx 7.50pm.

2526.171 TO RECEIVE APOLOGIES ~~no~~ apologies received from Cllr Moyle *na a text at 7.02 to the clerk.*

2526.172 MEMBERS TO DECLARE ANY INTERESTS IN ITEMS ON THE AGENDA OR REQUEST DISPENSATIONS None

2526.173 PUBLIC COMMENTS ON ITEMS ON THE AGENDA ONLY None

2526.174 TO RECEIVE AND APPROVE THE MINUTES OF THE 18th NOVEMBER 2025

PROPOSED Cllr Whibley, SECONDED Cllr Potter, RESOLVED to accept the minutes of the meeting 18th November 2025 with a few amendments made at the meeting on the paper copy. All in favour.

2526.175 CLERK'S UPDATE AND ANY MATTERS ARISING FROM PAST MINUTES NOT ON THE CURRENT AGENDA

1. Crowdfunder completed and £13k total raised- Cllrs agree to keep the Crowdfunder open so people can continue to make donations to Mawnan Park (previously the Junior Playing Field). Cllrs wish to thank Cllr Biggin for all her efforts in making the Crowdfunder possible.
2. LiveWest and Police contacted re dangerous dogs- no response from police despite a promise to be contacted by the local police warden. Due to data protection the clerk wasn't allowed to be told any information. LiveWest were going to visit the property as a result of the call and also trim the hedge on the driveway side of the property which has been needing to be done. No further reports have been made regarding the dogs.
3. Cllrs offered quarterly meeting with Highways going forward in 2026 after a discussion with Viv Bidgood regarding extending the 20mph speed zone and the safety of the crossing at the school. This will be helpful to communicate issues within the parish and also understand the responses from Highways. Cllr Whibley also thinks it would be beneficial to talk to John Bastin who is Chairman of Falmouth CAP to escalate any issues we have in the parish through him.

ACTION: Put complaint to police in writing

ACTION: Check dog walking group

ACTION: arrange meeting with Viv

2526.191 MOVED UP AGENDA

REPORT FROM CORNWALL COUNCIL WARD MEMBER Anna Thomason- Kenyon

See Cllr Thomason- Kenyon's report at end of minutes.

It was noted that the Community Chest contribution for the Mawnan Park Crowdfunder had been received. Cllrs wish to thank Cllr Thomason- Kenyon for her contribution.

Cllr Stabbins asked if there was a breakdown for the parish detailing the number of people on the Homechoice housing needs register. Cllr Thomason-Kenyon replied that she will be looking for those figures over the Xmas period and have them over the New Year. She is also looking into whether local people are prioritised over people who are new to the county.

ACTION: Email Cornwall Council to say if there is an accident on the PROW footpath number 35 due to the stump not being removed it will be their responsibility.

ACTION: Collate views on HomeChoice register.

2526.176 TO CONSIDER PLANNING APPLICATIONS RECEIVED FROM CORNWALL COUNCIL BY DATE OF THIS MEETING

1. **PA25/08451 Huefield Helford Passage** Extension and alterations to existing holiday flats to provide single family home.

Cllrs discussed this application and because of the multiple applications recently received for this property decided it was best to conduct a site visit to properly assess the alterations and extension requested. There is also concern about the drainage system as drainage has not been taken into account.

PROPOSED Cllr Whibley, SECONDED Cllr Potter, RESOLVED to ask for an extension to conduct a site visit to understand the application further and to request existing elevations and proposed elevations so they can be viewed side by side. All in favour.

2. **PA25/08815 Firs Lodge Maenporth Road** Replacement of the existing conservatory polycarbonate roof with a slate roof. New sun lounge extension to east elevation. Construction of bedroom and en-suite extension to the north elevation

Cllrs discussed and there were no public comments or comments from consultees on the portal, the property is not overlooked, the extension is single storey looking towards hotel Meudon and the sea. It's low level and not visible to the public. Changing the polycarbonate roof to slate is an improvement.

PROPOSED Cllr Potter, SECONDED Cllr Shepherd, RESOLVED to support the application. All in favour.

3. **PA25/08854 Arrabin Maenporth Road** Construction of detached single story garage with variation of condition 2 of decision notice PA25/02615 dated 27.05.2025

This application has conditionally been approved by Cornwall Council so Cllrs saw no issues and felt that it was best to support this.

PROPOSED Cllr Whibley, SECONDED Cllr StabbinS, RESOLVED to support the application. All in favour.

ADDITIONAL APPLICATIONS RECEIVED POST AGENDA GOING OUT

4. **PA25/09156 Tregarne Bungalow** Demolition of existing bungalow and construction of replacement dwelling, with garden office/bat roost with variation of conditions 2 and 7 of decision notice PA24/03599 dated 18.07.2024.

Cllrs discussed and recalled they liked the previous design submitted and approved. The altered design is sympathetic and Cllrs were very happy with it so decided to approve the application.

PROPOSED Cllr Whibley, SECONDED Cllr Biggin, RESOLVED to support the application. All in favour.

5. **PA25/09286 Budock Vean** Works to trees subject to a Tree Preservation Order, T1 Large Monterey Cypress, reduce a couple of end weighted limbs present growing over neighbouring property to try and prevent failure. T2 Oak, fell tree, on boundary overhanging neighbours property, has lost its top in the past and now consists of over extended branches.

Cllrs discussed and thought the reason for felling was reasonable.

PROPOSED Cllr Whibley, SECONDED Cllr Potter, RESOLVED to support the application subject to the tree officer's decision. All in favour.

6. **PA25/09154 16 Parc An Manns** Replacement of roof cladding and new air source heat pump.

The house is down the far end of the cul-de-sac. The change in roof cladding material was considered an improvement and the air source heat pump is a sustainable improvement.

PROPOSED Cllr Potter, SECONDED Cllr Morris, RESOLVED to support the application. All in favour.

7. **PA25/09145 Goldmartin Carlidnack Road** Renovation, extension and alteration works to a semi-detached dwelling.

Cllrs discussed at length and have a number of issues with this application. It is one of the oldest properties in the villages and a non-designated heritage asset. It is a highly visible property. Cllrs feel the design is inappropriate and not sympathetic to the property or its surroundings or neighbouring properties. It has a rendered finish instead of stone and it doesn't fit in with the vernacular and is out of keeping. There are 2 roof lights which do not fit in with the dark skies policy in the village. Cllrs think that whilst an extension is okay in principle, a rethink of the design is necessary. Therefore Cllrs do not support the current design.

PROPOSED Cllr Whibley, SECONDED Cllr Morris, RESOLVED to not support the application and recommend a redesign with particular attention to the appearance and roof lights. All in favour.

2526.177 TO RECEIVE A LIST OF PLANNING DECISIONS MADE TO DATE BY CORNWALL COUNCIL

1. **PA25/06945 Ballynoe Little In Sight Mawnan Smith** - Construction of a single storey rear extension **APPROVED**
2. **PA25/06353 Meudon Cottage Maenporth Road** - Retrospective amendments to the design of approved garage/workshop/store and internal layout (following approval PA15/11718), retrospective change of use of garage/workshop/store to self-contained annexe and proposed additional use sought for holiday accommodation. **APPROVED**
3. **PA25/07411 2 Close Cottages Trehunsey Close** - Alterations & extension to dwelling. **APPROVED**
4. **PA25/07336 Dowren 7 Shute Hill Mawnan Smith** - Demolition of existing UPVC conservatory and construction of flat roof extension, plus construction of pitched roof replacement garage. **APPROVED**
5. **PA25/01078/PRE Apartment 7 Arvor West Bay** - Pre-application advice for removal of planning condition which restricts the holiday use. **CLOSED- ADVICE GIVEN**

2526.178 UPDATE ON THE FINANCIAL POSITION AND APPROVAL OF THE LIST OF PAYMENTS FOR DECEMBER

1. **Review** and **agree** monthly figures, payments and bank reconciliation

Clerk informed Cllrs they are on a new electric contract which means there is no standing charge but a high cost per kwh. As the council uses so little this should be a much more economic cost to the council. Cllrs reiterated their commitment to getting solar sorted when time permits.

PROPOSED Cllr Potter, SECONDED Cllr Shepherd, RESOLVED accept monthly figures and payments. All in favour.

ACTION: Clerk to start moving money to the deposit account so monthly costs can be met from current account but higher interest rate can be got from funds.

ACTION: Chase up Lloyds application for Cllrs Biggin and Stabbins.

ACTION: Send Nationwide form that Cllr Potter signed

2526.179 JUNIOR PLAYING FIELD

1. **Vote** on quotes to move forward with fencing, gates and cycle racks
 - a. There is a timeframe within which fencing and gates need to be installed- by the 23rd Feb as that's when planting will be done (funded by the Forest for Cornwall grant) with the school children. Then w/c 2nd March foraging hedges will be being planted- volunteers will be needed for this.
 - b. Quotes have been received from TK Play, South West Play, Playground Installations South West, Tim Lugg and S K Contracting for works needing to be done. More were approached but not all replied.
 - c. After a discussion Cllrs voted to use S K Contracting for removal of play equipment and TK Play for the fencing, gates and cycle racks. Some of this is funded from the Crowdfunder funds.
2. **Vote** on quotes to move forward with zipwire
 - a. After a discussion Cllrs decided to use TK Play for the purchase and installation of the zipwire. This would need to be done by the end of April.

PROPOSED Cllr Potter, SECONDED Cllr Stabbins, RESOLVED to accept S K Contracting for full zipwire removal along with other equipment on the basis the works can be completed by 23rd Feb. Second choice is Tim Lugg and third choice is TK Play. All in favour.

PROPOSED Cllr Morris, SECONDED Cllr Shepherd, RESOLVED to accept TK Play as first choice for fencing, gates and cycle racks on the basis the works can be completed by 23rd Feb. Second choice is ~~Seth~~ South West Play, third choice is Playground Installations South West. All in favour.

PROPOSED Cllr Shepherd, SECONDED Cllr Morris, RESOLVED to accept TK Play as first choice for zipwire purchase and installation. Second choice is South West Play, third choice is Playground Installations South West. All in favour.

2526.180 SID

1. Review data from a month in stealth mode- headline is almost 3mph increase in speed coming into village
 - a. Cllrs discussed and the time it has been in stealth mode is very short so unlikely to give a good representation/ accurate result.
2. **Vote** on whether to switch it back on until next meeting now that 20mph speed sign discussion has happened with Highways
 - a. There will not be an extension to the 20mph speed limit.
 - b. The residents of 1 Lowenna Fields are now asking for definitive information regarding whether the SID is a temporary SID or a permanent VAS to make sure the new location they have requested for 5 months meets Cornwall Council's guidelines. Viv Bidgood has responded to say it is definitely a temporary SID. Because it is not wired into the grid it is considered temporary. Although there are published guidelines it is within the council's power to operate the SID as they see fit and based on community needs and expectations.
 - c. Cllrs discussed and agreed that either the sign stays where it is or goes to the new location voted on in November's meeting. There are no other options.
 - d. Cllrs discuss giving 1 Lowenna Fields a time period in which to respond in writing that they support the new location as per their request now type of sign has been established.

PROPOSED Cllr Potter, SECONDED Cllr Biggin, RESOLVED leave the SID in stealth mode until January's meeting to get a more accurate data reading and to request 1 Lowenna Field respond by 31st January to say whether they accept the new location or not. All in favour.

2526.181 BURIALS MEETING

1. **Vote** on recommendations from Burials Committee
 - a. Cllrs decide to defer voting on recommendations until January's meeting.
2. Quotes from Bridgehouse restoration for path repair- Cllrs decided to accept quote for paving on the pathway and to get two other quotes for the cremation plots paving.

PROPOSED Cllr Whibley, SECONDED Cllr Shepherd, RESOLVED to accept and go forward with the quote from Bridgehouse Restoration for the flagstone path repair for £730. All in favour.

ACTION: Send Cllrs the email regarding Mawnan Parish taking on maintenance of old graveyard.

ACTION: Check leaves on paths

ACTION: Make sure new burial prices are sent out to undertakers

2526.182 OFFICE AND FINANCE MEETING

1. **Vote** on 26/27 budget from Office and Finance Committee

Headlines from the O+F meeting:

Funds for projects to be earmarked from the solar fund reserves:

£20k car park

£5k grants for next year

Cllrs decided to take £5k off amount allocated to legal fees- which Clerk advised would be a mistake due to the amount of legal work needed in 26-27. Cllr Shepherd voiced his reservations about using solicitors for some things as they are so expensive and questioned whether they were necessary. Clerk advised that money received from the VAT return at EOY should be earmarked for legal fees rather than increase budget. Precept amount will go up to £114,980.

PROPOSED Cllr Shepherd, SECONDED Cllr Biggin, RESOLVED accept precept of £114,980 which would mean a 3% increase on the previous year's precept. All in favour.

PROPOSED Cllr Potter, SECONDED Cllr Morris, RESOLVED to accept the Financial Regulations and Investment Policy. All in favour.

ACTION: Clerk to upload new policies and update finance page on website.

2526.183 1. GRANTS

Decide who to award grants to and what amount

1. **Memorial Hall £399.99** New Cooker Hood for Kitchen Refurbishment
2. **Mawnan Community Garden £314** Cordless Strimmer
3. **Mawnan Allotment Association £2450** Compost Bins
4. **Mawnan Cricket Club £594 + £195, Total £789** Repair roof of old container + contribution to lining new container shared with Mawnan FC
5. **Friends of Abbeyfield £500** towards a £1999 cost of 8 new armchairs

Cllrs discussed each application and decided to award all applicants the full amount applied for apart from the application from the Mawnan Allotment Association. Cllrs felt that the compost bins applied for were perhaps not the best solution for the job required. If compost bins are to be made from wood it is best to use pallet wood rather than expensive wooden ones or even recycled plastic as they would last longer. Cllrs also want to suggest speaking to Cllr Stabbins about composting as she has quite extensive knowledge of it and could provide some advice on the best solution.

PROPOSED Cllr Potter, SECONDED Cllr Whibley, RESOLVED to support all grant applications for the full amount applied for excluding the Mawnan Allotment

application as they would like them to seek advice from Cllr Stabbins to find the best composting solution. All in favour.

2526.184 **CYCLE RACKS- DEFERRED TO JAN**

Agree what to do with them- both located

2526.185 **ANY OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS- DEFERRED TO JAN**

2526.186 **VACANCIES FOR CO-OPTION- DEFERRED TO JAN**

2526.187 **ANY OTHER BUSINESS THAT HAS COME IN SINCE THE AGENDA WENT OUT- DEFERRED TO JAN**

2526.188 **TO AGREE RESPONSES REQUIRED TO ANY CORRESPONDANCE- DEFERRED TO JAN**

2526.189 **TO RECEIVE INFORMATION AND MAKE DECISIONS ON ANY NOTED ENVIRONMENT ISSUES INCLUDING TRAFFIC, ROADS, FOOTPATHS & COUNTRYSIDE- DEFERRED TO JAN**

1. Any CAP, HMVC updates

2526.190 **MATTERS OF COMMUNITY CONCERN- DEFERRED TO JAN**

2526.191 **REPORT FROM CORNWALL COUNCIL WARD MEMBER Anna Thomason- Kenyon- WAS MOVED TO HIGHER UP AGENDA**

2526.192 **ITEMS FOR INCLUSION AT THE NEXT MEETING**

1. Burials committee recommendations

2. Review SID data in stealth mode

2526.193 **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.

PROPOSED Cllr Stabbins, SECONDED Cllr Potter, RESOLVED to award the contract to Passmore Cleaning Company for the 3 year contract to clean the public toilets, sweep bus shelter and benches and keep phone box in good order. All in favour.

ACTION: Clerk to get repairs looked at for phone box

2526.194 **DATE & TIME OF NEXT MEETING**

20th January at 7pm in the Memorial Hall

X

Guy Potter
Chairman

County Councillor Report Anna Thomason-Kenyon

Division: Mabe, Mawnan & Constantine

Date of Report: 16th December 2025

Parish Council: Mawnan

Reporting Period: 18th November 2025 to 16th December 2025

County Councillor Statement – Mabe, Mawnan & Constantine Division

Chair, Councillors, and Residents,

It is both a pleasure and a privilege to be here tonight, as it always is. I consider my continued attendance at Mawnan Parish Council meetings to be strong evidence of my commitment as the Cornwall Councillor for this parish. Direct engagement with the community of Mawnan is not only a personal priority but an integral part of fulfilling the responsibilities entrusted to me by you- the residents who elected me as their Councillor in May 2025.

Councillor Update

In September, I joined the Cornish Independent Non-Aligned Group. This means I work alongside other independent councillors who are committed to putting local priorities first, without being tied to party politics. It allows me to focus on what matters most to our community and assist in making decisions based on what's best for residents rather than party lines. This change has resulted in some adjustments to the committees I originally sat on, and I can now confirm the new committees that I have been nominated for.

The first of these is the **Miscellaneous Licensing Committee** ([substitute](#)), which looks after a wide range of local licensing matters. This includes taxi and private hire licences, animal welfare licences for kennels and pet shops, scrap metal dealers, caravan sites, and street collections. Being part of this committee means I can help make sure these services are safe, fair, and meet the needs of the community. As residents obviously you can report anything related to licensing issues directly to Cornwall Council through their website at <https://www.cornwall.gov.uk/licensing> or by calling 0300 1234 212. However, should you have further concerns and require additional support, feel free to contact me via email Cllr.Ann Thomason-Kenyon@cornwall.gov.uk.

The second committee I have been nominated to serve as a [substitute](#) on is the **Constitution and Governance Committee**. I am pleased to take on this role as it provides an important opportunity to support and ensure, that the concerns of Parish Councillors and residents within the division I represent are considered, when rules and governance frameworks are reviewed. This involvement helps to ensure that decisions made at county level reflects the realities of local life and meet the needs of the community and especially the parishes I serve.

For residents who would like clarification on what a Cornwall Councillor does as a substitute committee member: I step in when the appointed councillor is unable to attend. In

that meeting, I have the same rights and responsibilities as the main member, including speaking and voting on important decisions. Having substitutes ensures that your parish and you as residents are always represented, even if the main member is unavailable. This helps keep meetings running smoothly and allows me to support you by contributing to decisions on issues that matter locally.

The third committee I have been nominated for is the **West Sub-Area Planning Committee**, which deals with planning applications and development proposals in the western part of Cornwall. Its role is to make sure decisions are fair, follow planning policies, and balance the needs of growth with protecting our environment and heritage. This means I can help raise local concerns about planning applications and support residents by making sure developments are appropriate and sustainable. On this committee, as a nominated member, my role is to attend all scheduled meetings and actively participate in discussions and decision-making. I will review reports and proposals in advance, contribute to shaping policies, and ensure that decisions reflect both legal requirements and the best interests of our community. This responsibility also includes representing residents' views, asking questions to hold officers to account, and helping to maintain transparency in how the council operates. By fulfilling these duties, I aim to make sure that local priorities are heard and that outcomes benefit the people I represent. However, being on this committee does not give me any extra powers over planning decisions in my division. Planning applications are determined by the relevant planning committee or planning officers according to policy and law. Importantly, I will not be able to vote on any planning issues within my own division to avoid any conflict of interest. However, I can still represent residents' views through the usual channels, such as submitting comments or speaking at planning meetings where appropriate.

Finally, the fourth committee that I have recently been nominated for is one that I take very seriously—is the **Standards Committee**, which is responsible for promoting and maintaining high standards of conduct among Councillors. The committee oversees the Code of Conduct, considers complaints about member behaviour, and ensures transparency and accountability in local government. By serving on this committee, I can help uphold the principles of fairness and integrity, which are essential for public trust. This means residents can be confident that councillors act in the best interests of the community and follow the rules designed to protect those values.

As a 'member' on a Cornwall Council committee, I do not represent every division—I represent my political group's position on that committee while bringing forward the concerns of the community. My role is to contribute to decisions that affect the whole of Cornwall within the committee's remit, while ensuring that the views of residents are also heard wherever relevant.

HomeChoice Allocation Policy.

The HomeChoice Allocation Policy, which governs how social and affordable housing is allocated across the county, has recently been updated. These updates introduced stricter

eligibility rules and refined priority criteria. At the same time, the national resettlement programme is placing additional demand on housing stock.

The local connection priority remains for applicants with strong ties to residence, employment, or family within parish communities and will still receive priority under HomeChoice. The eligibility changes mean that households with income above £60,000 or assets over £50,000 are no longer eligible. Current allocation pressures include over 25,000 households currently on the HomeChoice register. Local councils must support resettlement but retain flexibility to define local connections.

For local residents, this means they should not automatically lose priority, but overall competition for housing will increase. Parish councils can influence outcomes through local lettings plans and by engaging with Cornwall Council's housing strategy consultations.

I have been requested by a Parish Council Chairman within my division to organise a meeting with the other the parishes to discuss the key questions related to HomeChoice and consider the impacts of the recent updates. I have advised that I will contact and report back on arrangements in the New Year.

Parish CaseAssist

Reference: ARG20JR7- 101007862151Mawnan Footpath 220/35 Bar Road to Bar Beach, Helford Passage.

I forwarded the supporting photographic evidence provided by Councillor Jackie Whibley to the Assistant Public Rights of Way Officer at County Hall for review and appropriate action regarding the above footpath. The matter was advised as best addressed by **Cormac**

Countryside Services (countrysideservices@cormacltd.co.uk), and this contact was made.

Following their request for further information, it has been confirmed that there are currently **no plans to remove the stump from its present position.**

However, should there be any further deterioration or safety concerns these should in the first instants be reported directly to Cormac Countryside Services

(countrysideservices@cormacltd.co.uk) by residents with a covering copy to the parish council for monitoring. By following these steps it will ensure that as the obstruction becomes increasingly hazardous, it enables the parish council to escalate the matter to Cornwall Council's Public Rights of Way team.

Councillor Impartiality and Petition Process

Clarification for Residents following contact from a Mawnan resident regarding support for a petition:

As a Cornwall Councillor, I am legally bound by Cornwall Council's **Constitution** and **Code of Conduct**, which require all elected members to act with integrity, fairness, and impartiality. These rules exist to ensure that decisions are made in the public interest and not influenced by **external campaigns or private interests.**

Accordingly, I cannot endorse or support external campaigns, petitions, or lobbying activities. This is a fundamental part of maintaining transparency and trust in local governance.

If residents wish to raise concerns formally, they can do so through the Council's official **petition process**, which provides a structured and democratic way for issues to be considered. Full details of this process are available on the Cornwall Council website:

<https://www.cornwall.gov.uk/the-council-and-democracy/democracy-and-governance/petitions/>.

Community Purse Support Fund

As you are aware, when I was elected, my prime objective was to support local needs through my Community Purse, with a particular focus on vulnerable residents and community projects within the three parishes I serve as Cornwall Councillor.

This year has been challenging due to a reduction in funding, and I would have liked to assist many more in need across my division. Having been made aware by Niall Murphy of the required refurbishment of the **Mawnan Great War Memorial Hall** I have requested funding **£150 from my Community Purse** to support this project.

In addition, I have received confirmation from **Kerri Glendall, Senior Communities Support Officer**, regarding funding of **£300 via the Crowdfund Cornwall Community Chest grant scheme**. It is my understanding that the successfully approved application is now being processed by the Council's Finance Team for payment.

On this note, may I take this opportunity to send *Seasonal Greetings and best wishes for a Happy New Year* to all residents. I look forward to seeing and hearing from you in 2026.



Current bank balances

- Nationwide £48,343.60
- Current account £110,505.89
- Deposit account £9,312.77
- CPFT £12,643.69
- JPFT £11,268.63

Spending Nov

Item	Cost Centre	Supplier	What	VAT £	Total £	Paid?
166	Graveyard Maintenance	Robbie	Oct maintenance		484.00	Y
170	JPF inspection	SWPSi	Oct JPF inspection	9	54.00	Y
171	Toilets- Utility Charges	WaterPlus	Sept-Oct Water charges		90.74	Y
176	Toilets Electric	EDF	Oct-Nov	3.25	68.25	Y
179	IT support	Objective IT services	October support	27.44	164.64	Y
169	Bank charges	Lloyds	Account charges		4.25	Y
186	Phone and Internet	BT	Phone and internet Oct	6.99	41.96	Y
180	Clerk salary	Mel Mercer	Wages Oct 6.5 hours overtime		1350.80	Y
181	Clerk PAYE and NI	HMRC	PAYE and NI		126.35	Y

182	Clerk and PC Pension contribution	NEST	Clerk £77.75 PC contribution £108.84		186.59	Y
177	Toilet Cleaning	Passmore	Oct Charge	65.00	390.00	Y
184	Office Admin	Adobe	Acrobat Pro	3.33	19.97	Y
168	Carwinion Playing Field Project	Mei Loci	2 nd instalment CCF project	598.40	3950.40	Y
165	Carwinion Playing Field Project	Cornwall council	Survey printing and mail out	216.09	1296.54	Y
173	Office supplies	Microsoft	365 Business Premium annual subscription	40.56	243.36	Y
167	Course/ Conference Fees	CALC	Code of conduct training 50%	45.00	270	Y
172	Misc	Sampys Café	Coffee with Anna	1.90	11.40	Y
174	Toilets- Repairs & Maintenance	Blue Flame	Membership- 24 hour call out with 10% discount	11.20	67.20	Y
175	Toilets- Repairs & Maintenance	Blue Flame	Toilet leak repair	19.90	99.50	Y
178	Course/ Conference Fees	ICCM	Cemetery management for Clerk	45.00	270.00	Y
185	CPF CCF Project	Royal Mail	Survey returns	12.75	76.50	Y
			Total	1105.81	9266.45	

Receipts Nov/Dec

Item	Cost Centre	Supplier	What	VAT £	Total £
R24	Income/ VAT Repayment	HMRC	VAT reclaim April-Sept 25		4528.13
R25	Junior playing Field Project	Cornwall Community Fund	Donation towards Crowdfunder/ project		1000.00
R26	Burial Fees	Interment Julian Roland	1st interment fee		500.00
R28	Burial Fees	Interment R Hughes	2 nd Interment Fee		200.00
R29	Mawnan Park Nature Garden Crowdfunder	Crowdfunder	1 st payment of raised funds		3641.20
			Total	0	£9869.33

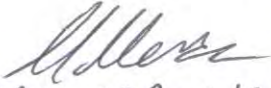
Payments/ To approve for December

Item	Cost Centre	Supplier	What	VAT £	Total £	Paid?
188	Graveyard Maintenance	Robbie	Nov maintenance + extra cuts		584.00	N
TBC	JPF inspection	SWPSI	Nov JPF inspection	9	54.00	N

189	Toilets- Utility Charges	WaterPlus	Oct-Nov Water charges		92.81	Y
195 + 196	Toilets Electric	EDF	Final payments	7.15	150.01	Y
194	IT support	Objective IT services	Nov support	27.44	164.64	N
183	Bank charges	Lloyds	Account charges		4.25	N
197	Phone and Internet	BT	Phone and internet Nov/Dec	6.99	41.96	N
199	Clerk salary	Mel Mercer	Wages Nov 29 hours overtime		1668.09	N
200	Clerk PAYE and NI	HMRC	PAYE and NI		252.27	N
198	Clerk and PC Pension contribution	NEST	Clerk £101.05 PC contribution £141.50		242.55	N
193	Toilet Cleaning	Passmore	Nov Charge	65.00	390.00	N
TBC	Office Admin	Adobe	Acrobat Pro	3.33	19.97	N
190	Carwinion Playing Field Project	Mei Loci	3rd instalment CCF project 90% paid	1496.00	8976.00	N
187	Carwinion Playing Field Project	University of Exeter	Survey creation, online running and analysis	1208.40	7250.40	N
191	Green spaces	R Sanders	October cut Forgot to send invoice	155.00	930.00	N
192	Green Spaces	R Sanders	Nov Cut	131.40	657.00	N
			Total	3109.71	21477.95	

Mawnan Parish Council

Prepared by:


 MELISSA MERCER

Name and Role (Clerk/RFO etc)

Date:

16-12-25

Approved by:


 G. POTTER

Name and Role (RFO/Chair of Finance etc)

Date:

16-12-25

Bank Reconciliation at 30/11/2025

Cash in Hand 01/04/2025

82,678.52

ADD

Receipts 01/04/2025 - 30/11/2025

150,568.72

233,247.24

SUBTRACT

Payments 01/04/2025 - 30/11/2025

68,740.69

A **Cash in Hand 30/11/2025**
 (per Cash Book)

164,506.55

Cash in hand per Bank Statements

Petty Cash

30/11/2025

0.00

Current Account - Lloyds

30/11/2025

106,854.43

Deposit Account - Lloyds

30/11/2025

9,312.77

95 Day Saver Account - Nationwide

30/09/2025

48,343.60

164,510.80

Less unrepresented payments

4.25

164,506.55

Plus unrepresented receipts

B **Adjusted Bank Balance**

164,506.55

A = B Checks out OK