

Minutes of the Meeting of St Mawgan-in-Pydar Parish Council held in St Mawgan Community Hall on  
**Wednesday 14<sup>th</sup> May 2014 at 7.00pm**

Present: Cllrs K Atkinson, R Cawley, B Cawley, W H J Corbett, S Gardner, G Jennings, S Jennings, E McKenzie, C R Mitchell, K Mullard, M Raby & S Tavener,

In Attendance: Miss Donna James (Parish Clerk), Cllr J Fitter, 13 members of the public

- 68/2014 Proposed by Cllr Mitchell, seconded by Cllr Corbett and resolved to elect Cllr Atkinson as Chairman to the council  
 Cllr Atkinson signed the Declaration of Acceptance of Office of chairman, witnessed by the clerk
- 69/2014 Proposed by Cllr Atkinson and seconded by Cllr B Cawley and resolved to elect Cllr McKenzie as vice chairman to the council
- 70/2014 Decided by council for all councillors to remain on the existing working groups  
 There were no volunteers to do the internal audit, therefore decided by Council that Cllr Atkinson continue with the role  
 Noted by Cllr G Jennings for younger members of the council to sit on the neighbourhood plan group for experience
- 71/2014 Decided by council for all councillors to continue to represent the council on their present external organisations
- 72/2014 Apologies – None received
- 73/2014 Police Report – None received
- 74/2014 Members interests
- a Declarations of interests:  
 Cllr Corbett NRI in agenda item 12 a ii and item 19
- b There were no requests for dispensations for DPI's
- c No written statements received
- 75/2014 Public participation  
 Verity Biddick addressed the council re planning application PA14/02768.  
 Cllr Atkinson advised that agenda item 20 would be moved to agenda item 13  
 Cllr Atkinson advised that standing order 21 would be used later in the meeting at the new agenda Item 13, to suspend standing orders for that item to allow a member of the public to address the council
- 76/2014 Minutes of the meeting of 9<sup>th</sup> April 2014  
 Proposed by Cllr Mitchell, seconded by Cllr Corbett and **resolved** to accept the Minutes of the meeting as a true record of the meeting, subject to the following amendment:  
 57/2014:  
 Item 85 – the **one** entrance to the play area has now been re-laid  
 Cllr Tavener advised the dog bins **at the North steps** should now be put back onto M Farmer's rota  
 After amendment the minutes were signed by the Chairman

77/2014

Clerks Report - The report had been circulated prior to the meeting, clerk read out the update of items dealt with from the last meeting

Porth Farm – Clerk to check with CC enforcement which caravan their case involves as it is believed it is not the one requested by the council and to note that there are now 2 caravans in the field

25/13 Cllr Gardner advised this can now be removed from the clerks report

Item 85 – Cllr Tavener advised that both entrances to the playground have now been re-laid – this item can be removed from the clerk's report

Item 98 – The notice board has been fixed – the item can be removed from the clerks report

Council resolved to request that T Michell arranges the placing of chicken-wire on the Dark Lane board-walk and the bridge at Lawrey's Mill, and to lop various overhanging branches at Dark Lane

78/2014

To receive the report from the Working Group on the St Mawgan playground equipment. To receive tenders submitted for the provision of the playground equipment and approve the purchase of the equipment:

After lengthy discussion, proposed by Cllr Gardner, seconded by Cllr G Jennings and **resolved** to place the order with Sovereign for the provision of the new playground equipment, as per their quote and not exceeding £29602.42

79/2014

#### Planning

#### **New applications – responses to Cornwall Council**

PA14/02170 - Odtaa Mawgan Porth - Ms Nicky Doswell - Replacement of existing west elevation flat roof on conservatory with a pitched roof using the same slates as the main roof. Construction of a new entrance porch to the property's south elevation with pitched roof using the same slates as the main roof.

Proposed by Cllr Corbett, seconded by Cllr Mitchell and **resolved no objections**

#### **Cllr Corbett left the room**

- ii PA14/02768 - Land At Trevarrian Barton Trevarrian - Mr C R Broom - Erection of agricultural building for fodder storage/general-purpose use

Proposed by Cllr Mitchell, seconded by Cllr Raby and **resolved no objections**

#### **Cllr Corbett returned to the room**

- iii PA14/02588 - Dulce Domon Trevarrian Newquay Cornwall TR8 4AQ - Mr Dan Steele - Extension to existing loft conversion, to alter two small flat roofs into one hipped roof along with some interior alterations. To construct a new garage to the South of the house with a hipped roof

Proposed by Cllr Corbett, seconded by Cllr G Jennings and **resolved no objections**

b Advices and decisions by Cornwall Council – circulated if any

c To discuss planning enforcement issues – to refer any new issues and updates - if any

d Affordable housing update – decided by the council to add to the agenda of the next meeting to consider the responses received

80/2014

To discuss and consider St Mawgan disabled toilet and Mr Metcalf's letter:

Cllr Atkinson used standing order 21 to suspended standing orders for this agenda item to allow a member of the public to address the council on the matter of the taking over and running of the St Mawgan public toilets

Mr Middleditch asked for it to be noted on the minutes that he was addressing the council as a member of the public and not on behalf of St Columb Major Town Council for whom he was previously a councillor. Mr Middleditch offered his services for advice to the council – Cllr Atkinson thanked Mr Middleditch for his kind offer.

After lengthy discussion – proposed by Cllr Corbett, seconded by Cllr G Jennings and **resolved** that the council are reluctant to see the toilets in St Mawgan village close and that a working group of Cllrs B Cawley, G Jennings and Tavener investigates the costs and requirements involved to keep the St Mawgan village toilets open. Without precedent to other toilets in the parish

Proposed by Cllr McKenzie, seconded by Cllr Raby and **resolved** to accept the offer by Cllr B Cawley to clean the toilets from 1<sup>st</sup> June 2014 subject to the provision that the council are able to add Cllr B Cawley to their insurance policy

Clerk to check with the insurance provider if the addition of Cllr B Cawley is possible

81/2014

To receive and approve the council's insurance policy and any associated expenditure  
The council have a long term agreement until 2016 - Approved by council

82/2014

Year End Accounts 2013/14

- a To receive and adopt the unaudited accounts for the year 2013/14:  
Voted on by council, 11 for, 1 abstention, **resolved** to receive and adopt
- b Annual Return and Statement of accounts - to receive and approve and to complete the statement of Governance:  
The council agreed to vote on the items in the statement en bloc  
The statement was read by the clerk to the full council  
Proposed by Cllr McKenzie, seconded by Cllr Mitchell and **resolved** to receive, approve and complete the statement of governance.  
Voted on by the council, 11 for, 1 abstention  
Cllr Gardner wished it noted in the minutes that he abstained from voting as he did not feel he could agree with the resolution

- c To receive and consider the report from the internal auditor and any associated actions:  
The council agreed to receive and consider the report from the internal auditor

83/2014

Neighbourhood Planning - The report had been circulated prior to the meeting

84/2014

Clerk – offer of office and annual leave

- a To formally appoint Miss Donna James as the new clerk to the council:  
Proposed by Cllr Atkinson, seconded by Cllr Corbett and **resolved** to appoint Miss Donna James as the clerk and responsible finance officer to the council
- b To discuss provision of cover or additional hours payment to the Clerk for the Clerks annual leave – 10<sup>th</sup> July 2014 to 28<sup>th</sup> July 2014:  
Proposed by Cllr Mitchell, seconded by Cllr Corbett and **resolved** to agree to pay the clerk for additional hours worked after holiday is taken, hours to be recorded by the clerk

85/2014

Working groups:

- a Beach and environment
  - i Working Group report – none received
  - ii To discuss Mrs Grayson's email in respect of a donation of a new bench for Mawgan Porth beach in memory of her late parents:  
Clerk to contact Mrs Grayson and advise her that the council still have the original bench which has been repaired but that there is a requirement for a second bench, should her family wish to donate for the second bench
  - iii To receive and consider quotes for the replacement notice board at Mawgan Porth:  
This item has now been superseded as the notice board has now been fixed by Cllr Corbett and Kevin Snell – the council wish to thank them for their work

- iv To confirm purchase of the replacement bin for Mawgan Porth:  
Proposed by Cllr Corbett, seconded by Cllr Tavener and **resolved** to confirm the purchase of the replacement bin for the quoted price of £524.14 +VAT

b Amenities

- i Working Group report: Circulated prior to meeting

c Transport and Rights of Way

- i Working Group report

Cllr R Cawley advised Mr Hawkey had suggested the removal of the stile in Dark Lane as it is in a state of disrepair. Clerk to contact Mr Hawkey to check ownership of the land and confirm permission for the council to appoint T Michell to remove the stile

Clerk to contact Cormac to ask for them to formally advise the council re their removal of the councils bus shelter at Mawgan Porth

Cllr Mitchell advised that a large plant had been planted on the verge at Carloggas, land owned by the council, but without the permission of the council

- ii To discuss the parking issues at Carloggas:

Clerk to contact PC Lenton to advise that the parking at Carloggas (near the new housing at Pen y Morfa) is dangerous and causing an obstruction

- iii To advise the levelling of the path leading to the North Steps has been completed by Mr P Parkinson:

The council wish to formally thank Mr Peter Parkinson for the work levelling the path

Reports - to receive reports from meetings

Circulated prior to meeting

**Cllr Corbett left the room**

Accounts

Proposed by Cllr Mitchell, seconded by Cllr McKenzie and **resolved** by the council that accounts totalling £3056.44 listed below, were approved for payment and duly signed.

T Michell - Maintenance April 2014	£ 809.52
D James - Salary & Expenses April 2014	£ 628.49
HMRC - PAYE Tax & NI	£ 100.40
Ken Abraham (South and West Internal Audit) – Internal Audit	£ 200.00
William Corbett - Reimbursement for repairs to mower & notice board	£ 367.88
Playsafety Ltd - Annual Playgroup Inspection	£ 78.00
Zurich Insurance - Annual Insurance Policy	£ 872.15

Total £ 3056.44

**Cllr Corbett returned to the room**

Correspondence for information: All circulated prior to meeting

Clerk to write to May Gurney and South West Water to formally thank them for the timely conclusion of the water works done throughout the parish which was done with little disruption

86/2014

87/2014

88/2014

89/2014

Notice of items for the next meeting:

Items requested for next meeting are:

- Affordable Housing Survey
- Parking at Carloggas
- St Mawgan village toilets

The meeting closed at 9.25pm

Date of next meeting – 11<sup>th</sup> June at Morgan Porth Village Hall at 7.30pm

Signed as a true record of the meeting

Chairman.....

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