

ST MAWGAN-IN-PYDAR PARISH COUNCIL

MAY SUMMARY OF BUSINESS

In a response to The Health Protection (Coronavirus, Restrictions) Regulations 2020 and Coronavirus Covid-19 'Stay Alert, Protect the NHS, Save Lives', all meetings have been suspended for the time being, including the Annual Assembly of Electors and Annual Meeting.

If virtual meetings are necessary in order to conduct Parish Council business then details of public access will be published on the Parish Council website: www.stmawganparishcouncil.org.uk

The Parish Council currently delegates authority to the Clerk in consultation with the Chairman and Vice Chairman to take any actions necessary with associated expenditure to protect the interests of the community and ensure council business continuity during the period of the pandemic Coronavirus, informed by consultation with the members of the council. A Register of Delegated Decisions can be found on the website and are highlighted in the corresponding section below.

A mechanism to respond to planning applications which appears to replicate the local council process as far as possible and is achievable within the 21-day statutory consultation timetable has been agreed.

Parish Council Planning Consultation Process

Due to meeting restrictions, it has been agreed for the time being, that

1. The Clerk will advertise a weekly planning list on the council's website with links to all planning applications received from the planning authority, offering the public the opportunity to let her know of any views. There will be a deadline for public comments to the Clerk, in writing of 5 working days from publication via email: clerk@stmawganparishcouncil.org.uk
2. At the same time, the clerk will circulate the list with links to all members of the council for member comments.
3. At the end of the public opportunity to comment, the Clerk will forward a summary of the public comments received to the Planning Working Group for a period of a further 5 working days. Under GDPR, the Clerk will not circulate individual responses without the writer's express permission.
4. Under the Emergency Scheme of Delegation, the Clerk and appropriate members will agree a council response which identifies relevant material considerations and may give local information or opinion. The draft response is then shared with members for 2 days for any comments, before being sent to Cornwall Council with the following statement: *"Due to the restrictions placed on the Parish Council as a result of the pandemic Coronavirus, this response represents the opinion of members of St Mawgan-in-Pydar Parish Council, identified through a consultation process and will be ratified at the next appropriate meeting of the council."*
5. The Council's response will then be posted on the council's website.
6. If the matter is referred to the council under the 5-day protocol, the Emergency Scheme of Delegation will allow the Clerk to take any appropriate action to respond on behalf of the council.

			PLANNING
	b		Planning - new applications – <i>Due to the restrictions placed on the Parish Council as a result of the pandemic Coronavirus, this response represents the opinion of members of St Mawgan-in-Pydar Parish Council, identified through a consultation process and will be ratified at the next appropriate meeting of the council.</i>
	i		PA20/02197. Mr and Mrs P Murrish. Proposal: All weather sand school for private use for exercising horses all year round and construction of new access. Location: Land South of Retorrick Mill St Mawgan Cornwall TR8 4BH. PC response: <i>To withhold support for the proposal until more information is available about the requirement for the access arrangements proposed.</i>

	ii	<p>PA20/02768. Applicant: Mr Andrew Williams. Proposal: Proposed first floor extension. Location: The Shed Ox Lane St Mawgan TR8 4EU.</p> <p>PC response: <i>Whilst further extension of The Shed may be acceptable, the owners of the neighbouring property to the south, Hilltop, have raised a concern about the bulk and massing of the proposed second storey in close proximity to their boundary due to the different land levels. It appears that 'overlooking' will not be an issue as there are no windows proposed in the south western elevation of the proposed upper storey, however the bulk and massing of the proposed second storey, and the 'unrelieved' nature of the proposed timber cladding, may conceivably have an adverse effect upon Hilltop's living conditions. The PC would therefore welcome the case officer's comments following his site visit before coming to any conclusion on the scheme.</i></p>
	iii	<p>PA19/07954. Applicant Mr H Anscombe. Proposal: Change of use of outbuilding to a holiday let and construction of an additional holiday cabin. Location: Natural Bridges St Mawgan. Case Officer: Mark Wigley. PC response:</p> <p><i>The Parish Council obtained an extension of time for comment in March to await an ecology report and to communicate in detail with the Case Officer dealing with the application. The Parish Council believes that the description of the development is wrong, in so far as the PC is not aware of any planning permission existing for the change of use of either of the existing sheds. In addition, the latest 'block plan' does not show the proposed cabin in the woods.</i></p> <p><i>Moreover, it is not evident that a site visit has taken place in respect of the forestry assessment as photographs requested are not on the website. The Parish Council is not satisfied that a full assessment of the proposal can be made without a site visit particularly due to the sites sensitive woodland setting.</i></p> <p><i>Therefore, the Parish Council places a holding objection to this proposal until proper communication can be achieved with the Case Officer.</i></p>
	iv	<p>PA20/02816. Applicant Mr R Reed and Mr J Wright. Proposal Demolition of existing dormer bungalow and subsequent construction of replacement dwelling. Location: Quarry Trenance Mawgan Porth. Case Officer: Sam Fuller. Comment Local Planning Authority by 18 May.</p>
	v	<p>PA20/03254. Applicant Mrs Lynne Mann. Proposal: 1 x Turkey Oak to be pruned due to size and condition 3 x Sycamore to be pruned due to size and condition. Location: Lanherne Cottage Penpont St Mawgan TR8 4ET. As this application is for works to trees in a Conservation Area, it will be decided under delegated authority. There is no need for you to submit any comments to the local planning authority as this communication is merely to notify you that an application has been received. If you have any questions or concerns, please contact Gemma Old - 01726 223493,</p>
	vi	<p>PA20/03265. Applicant Ms Sarah Howie. Proposal: Application for Outline Planning Permission with some matters reserved (access only) for construction of two dwellings. Location: Land South East of The Lodge Trevenna Cross St Mawgan. Sam Fuller, Case Officer. Comment to Local Planning Authority by 20 May.</p>
	vii	<p>PA20/03343. Applicant: Mr And Mrs Mackeller. Proposal: Proposed side extension and porch. Location: 2 Lanherne Avenue St Mawgan TR8 4EL. Case Officer: Jonathan Stoneman. Comment to Local Planning Authority by 22 May.</p>
	viii	<p>PA20/02277 Proposal Proposed works to trees within a Conservation Area - T17 an Oak less than 10m, T18 - a medium / large Acer and T19 a large (less than 20m) Ash mainly to remove the long lanky limbs and to crown raise the trees Location Mawgan-In-Pydar Playing Field St Mawgan.</p> <p>As this application is for works to trees in a Conservation Area, it will be decided under delegated authority. There is no need for you to submit any comments to the local planning authority as this communication is merely to notify you that an application has been received. If you have any questions or concerns, please contact Peter Daines - 01872 224798.</p>
	ix	<p>PA20/03247. Applicant Mr Andrew McCutcheon. Proposal: Redevelopment of site with replacement dwelling with variation of condition 2 (plans approved) of decision PA19/05218 dated 08/04/2020 Location: Green Hedges Trenance Mawgan Porth. Case Officer: Jonathan Stoneman. Comment to Local Planning Authority by 6th June. :</p>
	c	To note Advices and Decisions by Cornwall Council:

	i	PA20/01030 APPROVED. Applicant: Mr Graham Jelly. Proposal: Replace existing windows with energy efficient windows to match original. Location: Pendorrice St Mawgan TR8 4EN.
	ii	PA20/01376 APPROVED. Applicant: Dr K and J Anderson. Proposal: demolition existing property and construction of new replacement dwelling and detached garage. Location: Boscarne Trenance Mawgan Porth.
	iii	PA20/02596 APPROVED. Applicant: Mr and Mrs Luxton. Proposal: Non-material amendment (NMA1) to remove door to East elevation and replace with a window and removal of first floor window to lounge, enlargement of bedroom window to North ground floor elevation and to new high level windows to West elevation to decision PA19/06807 dated 09/10/19. Location: Wayside Mawgan Porth TR8 4BL.
	iv	PA18/11557 WITHDRAWN Applicant: Mr Broadway. Proposal: Construction of stables and associated access track and bunding. Location: Land At SW8538366977 Mawgan Porth.
	v	PA20/00536 Granted (CAADs, PIPs and LUs only) Applicant: Mr & Mrs Peter & Nicola Murrish Proposal: Certificate of Lawfulness for an existing use of building as self-contained residential unit. Location: Jacaranda Retorrack Mill TR8 4BH.
	e	5 day-Protocol for Local Councils
	i	PA20/00157 Change of land use from unused field to domestic curtilage. Construction of a tennis court to serve Polgreen Manor. PC response Delegated Decision 7: – to agree with the case officer officer’s decision.
	f	To discuss planning enforcement issues – to refer any new issues and updates – if any. None.
		Temporary change in respect of publicity of planning applications during COVID-19 crisis Please note that Cornwall Council will not be displaying a Site Notice for the majority of planning applications during the COVID 19 crisis. Whilst the Legislation for most applications requires either a Site Notice or a Neighbour Notification, Cornwall Council has previously committed to both forms of publicity. However, during the current crisis they will not be displaying Site Notices which will ensure officers are not travelling out of their homes unless absolutely necessary to protect the health of their staff and our residents. The only exception being applications for development affecting a Public Right of Way, development representing a departure from the Development Plan or applications for EIA development accompanied by an Environmental Statement, as these applications require a Site Notice to be displayed. For these applications during the COVID-19 crisis period, we will either post a Site Notice to applicants and ask them to display it or agree to an extension of time until the restrictions on travel no longer apply.
7		WORKING GROUPS - to receive reports (if any), and agree any necessary action and expenditure:
	a	Amenities – The Health Protection (Coronavirus, Restrictions) Regulations 2020 – The Play Area is now CLOSED until restrictions are lifted. Play Area Inspection postponed.
	i	St Mawgan toilets – Electrician has been onsite installing new lights and fixings in the ladies and gents’ section.
	ii	Burial Ground – The Burial Ground is now OPEN to the public provided safe distancing of 2m is observed. The bin has been removed as a safeguarding measure. Please take all litter home. No dogs are allowed at any time in the burial ground. Theft of No Dogs signage – replacement agreed delegated decision 11 at a cost of £28
	b	Transport and Rights of Way –
	i	Report of blocked footpath 409/17/1 – Clerk in communication with landowner to find solution.
	ii	Local Maintenance Partnership Footpath – please observe 2m social distancing guidelines. Maintenance will be carried out if safe to do so within current Covid-19 guidelines.
	c	Beach and Environment – Councillor Community Chest Crisis Scheme – application approved IN the (increased) sum of £350 towards beach entrance repairs. Delegated Decision 6: Beach Clean has reduced contract hours for the time being
	d	Neighbourhood Plan – nothing further to report.

	e	Cornwall Airport Newquay & Search and Rescue Helicopter – response from Andy Ormshaw, Cornwall Airport Newquay received in relation to helicopter noise. Circulated to members and interested parties to feedback with comment at earliest opportunity.	
8		REPORTS FROM MEETINGS:	
9		To note and discuss (if appropriate) the correspondence received since the last meeting and any associated actions and expenditure:	
	i	Cornwall Association of Local Councils further advice to changes in legislation and expectation of virtual meetings guidance	
	ii	Cllr J Fitter - updates	
	iii	Boardmasters 2020 - Cancelled	
10		FINANCE and LEGISLATION:	
	a	To note any income received: Bank Interest £1.91, Beach Clean Donations £375.00, HMRC VAT repayment £720.61.	
	b	Accounts –invoices for payment approved via email by Chair, Cllrs W Corbett, S Tavener, G Jennings, D Carter, C Tyson, S Karkeek and B Cawley. Hence, the Schedule of Payments (below) were authorised online by Chair, Cllr D Carter and Clerk.	
	c	i	Internal Control – Annual Governance 2019/20 year-end documents to internal auditor 8 May.
		ii	4 th quarter check – Cllr Carter given Scribe read only access to Parish Council online accounts.
		iii	Internal Auditor Report – received with no qualifications and circulated to Members. Internal Audit Report Response – awaiting.
	d	Smaller Authority approval of the accounting statements – Annual Accounts year end 2019-20 – awaiting approval of accounts as circulated and then Chair to sign.	
	e	Bank Reconciliation – 4 th quarter – awaiting approval and the Chair to sign.	
	f	Budget Monitoring – 4 th quarter – awaiting approval and then Chair to sign (postponed)	
	g	Asset Register – circulated, awaiting approval	

Schedule of Payments May

<u>Name</u>	<u>Details</u>	<u>Amount</u>	<u>Minute Ref</u>
Vodafone Ltd	Mobile phone - Mar-Apr inv	11.54	
S Plant	Footpath Contract - April	100.00	
S Plant	Maintenance Contract - part April	500.00	038/20(b)
A Hayne	Clerk's Salary and Expenses April	887.76	
M Farmer	Beach Clean from1 - 18/04 incl - 19-30/04 incl	756.00	delegated decision 6
A Prowse	Toilet Clean Contract from March 1- 26 & 15 - 30 April	200.00	delegated decision 9
Zurich Municipal	Parish Council Insurance 01/06/20-31/05/21	884.11	Delegated decision 10
Cornwall Air Ambulance Trust	Grant Application	200.00	037/20e(i)

Cornwall ALC Ltd	Annual Membership Subscription CALC & NALC 2020/21	468.19	delegated decision 8
Electrical Works Cornwall	Electrical works to Ladies and Gents toilets	692.00	025/20(b)
	Total	£	4,699.60

Online authorisation by: Chair L McKenzie, Cllr D Carter and Clerk A Hayne