

# ST MAWGAN-IN-PYDAR PARISH COUNCIL

## Minutes of the Meeting of the Parish Council

held in **St Mawgan Community Hall** at **7.30pm**

On

**Wednesday the 12th day of September 2018**

### **To note those present and to receive any Apologies**

106/18 Present: Cllrs L McKenzie (Chair), C Tyson, W Corbett, S Jones, T Thomas, D Carter, S Tavener, S Karkeek and R Cawley.

In attendance: Mrs Angela Hayne (Parish Clerk), CC J Fitter and 4 members of the public

Apologies received from: Cllrs G Jennings, C Mann and B Cawley

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### **Members' interests**

a To receive declarations of interest from Members relating to items on the agenda - none

b To consider written requests for dispensations or interests (if any) - none

c To receive written statements from members expressing interests in an agenda item - none

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### **To receive oral or written reports, and authorise any action**

Police Reports –

August: Reported crime six in total last year five in total currently: -

THEFT- phone charger taken from baggage at Airport.

BLACKMAIL- Ex-partner threatening to send information to others.

THEFT – Monies taken from washing machines at camp site.

THEFT – Purse taken from shower block on camp site.

a ASSAULT- Minor finger injury to staff member at campsite following noise complaint about drunken guest.

SEXUAL ASSAULT- Shower block at camp site allegation made against young male guest.

You will note that most of our crime figures for the last month are linked to campsites and the influx of tourists. We will endeavour to speak with our Crime Prevention officer to see if there is any advice we can give in relation to security.

This week will be busy with the Board masters Event and we will be out and about patrolling.

Road policing staff will be patrolling to assist with any traffic related problems.

September: no report received

CC John Fitter –

- Received an objection from a parishioner in relation to PA18/07465.
- Watergate Bay Speed Hill Climb, clarified that although received notice of a proposed event in the Spring, had not been copied in to the original formal application.
- Board Masters: if anyone has any positive or negative feedback in relation to the event held in August, please contact Esther Richmond of the Community Network Partnership
- Cornwall Council have voted on Devonwall on behalf of all Town and Parish Councils.
- Cornwall Council have voted against the proposed Devon and Cornwall Police Merger on behalf of Town and Parish Councils
- b - The Local Government Boundary Commission for England – Cornwall Council Electoral Review: the period of consultation has finished. The final submission to the Boundary Commission is that St Mawgan-in-Pydar, St Columb Major and St Wenn form one division.
- I have received a complaint from a resident acting on behalf of residents' of Carloggas Close regarding 1. the consistent problem and nuisance of parked cars, and 2. Noise from the search and rescue helicopter based at the airport. Investigation has revealed that after search and rescue winching, work is undertaken to re-tension the wire leading

to extended engine running time at any time of the day or night. I have received a negative response so far from the airport but will pursue.

**At this juncture, Members had questions for CC Fitter in relation to his report. The Chair directed that Members addressed these to CC Fitter.**

Cllr Corbett – Watergate Bay Speed Hill Climb (including reference to Clerk’s response to organisers PA18/102/18(ii)- advised CC Fitter that no road closure notices have been placed in the area to forewarn visitors and residents; the failure of notice for comment to the PC by organisers and non-compliance by Motor Sport Association of legal time frame for application to Streetworks.

Cllr Carter – informed CC Fitter that helicopter noise consistent with the re-tensioning work had been heard post 10pm, in excess of 45 minutes.

**Through the Chair, The Clerk asked if CC Fitter had any news on outstanding issues featured on the Clerk’s Report:**

Pot holes outside PO & Shop at St Mawgan – nothing further to report, other than scheduling was considered outside of the school holidays but was not then convenient for Summer trading purposes.

Former Riviera Lodge S106 monies - All outstanding S106 monies have now been paid.

Mobile Mast – now prevails upon telecommunication company to proceed with work to the airport mast.

The Clerk – circulated prior to the meeting.

- c Watergate Bay Hill Speed Climb - regarding the issues expressed by CC Fitter and Members. Cllr W Corbett proposed, and Cllr S Jones seconded, and it was **resolved** that a letter be sent to the Motor Sports Association. **Action.** The Clerk.

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**Public Participation** - This item will last no longer than 10 minutes (unless agreed by the Chair), and refers to items on the Agenda.

1. Lisa Solley (Agent) in support of PA18/07465.

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**Minutes of the Parish Council Meeting –**

To Resolve that the Minutes of the meeting held on 8<sup>th</sup> August 2018 are an accurate record. Cllr W Corbett proposed and Cllr S Jones seconded and it was **resolved** by all those present at the last meeting, to accept and were duly signed by the Chair.

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**PLANNING**

- a Pre-App Consultation - none

- b Planning - new applications – to discuss and decide on response to Cornwall Council

**PA18/07579** Applicant: Moira Dixon. Proposal: Construction of new single storey front and split-level rear extensions, extending lean-to utility, new roof elements and replacement doors and windows. Location: Seacrest Trenance Mawgan Porth TR8 4BX.

- i Cllr W Corbett proposed and Cllr S Karkeek seconded and it was **resolved** no objection but to make the point to the CC Planning Case Officer that some concern was expressed at the proposed design of the extension. When viewed from the side (North or South) the extension's roof appears to dominate the parent building's roof rather than being subservient to it,

- PA18/07465** Applicant: Miss P Trevillion, Watershed Developments Ltd. Proposal: Replacement dwelling. Location: Dynargh Tredragon Road Mawgan Porth.
- ii Cllr W Corbett proposed and Cllr S Karkeek seconded it was **resolved** to ask Case Officer to allow the application to be deferred until after the October meeting in order to allow residents time to comment.
- PA18/07089** Applicant: Mr Josh Elsworth. Proposal: First floor extension and construction of small ground floor study room extension. Location: The Bowgie Trevarrian Mews Trevarrian Newquay Cornwall TR8 4AU. This application was deferred from the August Agenda to allow for residents' time to comment. Cllr W Corbett proposed, and Cllr C Tyson seconded, it was **resolved** that providing the Planning Case Officer is content with the size of the proposal on the site the PC have no objection.
- iii
- c To consider planning applications received before meeting
- PA18/02295/PREAPP**. Applicant: Mr And Mrs Hore. Proposal: Pre-application advice for extension/annexe to the rear. Location: Penpont Cottage Penpont St Mawgan TR8 4ET. The PC will await the PREAPP advice.
- i
- PA18/07799**. Applicant Mr David Irish C/o Agent. Proposal: Change of use from holiday restricted dwelling to unrestricted residential dwelling. Location: 1 White Lodge Apartments Mawgan Porth. Cllr W Corbett proposed, and Cllr C Tyson seconded and it was **resolved** no objection.
- ii
- PA18/07809**. Applicant Homeroot Ltd. Proposal: Construction of 2 dwellings. Location: Well Cottage Trevarrian. Cllr W Corbett proposed, and Cllr T Thomas seconded, and it was **resolved** no objection.
- iii
- d To note Advices and Decisions by Cornwall Council:
- i **PA18/02824 APPROVED** Applicant: Mr Scott Eggleton. Proposal: Erection of first floor balcony and stairs to rear of the property. Location: 4 Sandy Court Mawgan Porth Hill Mawgan Porth
- ii **PA18/03566 APPROVED** Applicant: Mr Michael Fox. Proposal: Extension and reconfiguration of existing dwelling Location: Sea Ways Gwel An Mor Trenance Mawgan Porth TR8 4DW.
- iii **PA18/05773 APPROVED** Applicant: Ms J Deacon. Proposal: Internal remodelling, single storey ground floor extension and first floor extension over existing ground floor and associated works. Location: Boskel Mawgan Porth Hill Mawgan Porth TR8 4AL.
- iv **PA18/05862 APPROVED** Applicant: Mr Roger Smith. Proposal: Application for an extension to dwelling for bedroom, study, kitchen, utility, snug and timber decking. Location: Ford Cottage St Mawgan TR8 4HD.
- v **PA18/06459 APPROVED** Applicant: Mr I Shorthouse. Proposal: Non-material amendment (No. 1) for omitting the flues and reconfigured doors to the front elevations to units 2-7 in respect of (PA16/09323) Redevelopment of site to provide six holiday units and one replacement dwelling. Location: Marver Chalets Mawgan Porth TR8 4BB.
- vi **PA18/01838/PREAPP Closed - advice given**. Applicant: Booth Properties Limited. Proposal: Pre-application advice for proposal to demolish and re-develop the site to create 3 detached private residential dwellings and associated works. Location: Gem House Trenance Mawgan Porth.
- vii **PA18/04622 APPROVED** Applicant: Mr T Williams. Proposal: Construction of 3 holiday lodges and replacement of existing building with holiday lodge. Location: Mawgan Porth Pools Lake Access to Retorrick Mill Retorrick Mill TR8 4BH.
- viii **PA18/05893 WITHDRAWN** Applicant: Mr And Mrs Hore. Proposal: Residential annexe extension to the rear of Penpont Cottage. Location: Penpont Cottage Penpont St Mawgan TR8 4ET.
- ix **PA18/01840/PREAPP Closed - advice given** Applicant: Mr Ryan Devonshire. Proposal: Pre-application advice for demolition of existing buildings and construction of commercial premises. Location: Watergate Bay Riding Centre Tregurrian TR8 4AE.
- x **PA18/06653 Decided not to make a TPO (TCA apps)** Applicant: Mrs Avril Bales. Proposal: Request to fell a Eucalyptus tree. Location: Greenbank St Mawgan TR8 4EW.

e Enforcement- new case and decisions – none.

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**WORKING GROUPS** - to receive reports (if any), and agree any necessary action and expenditure:

Amenities – report from Cllr L McKenzie:

Play area: Parishioner reported damage to picnic bench outside play area and side gate not closing, both of which Maintenance Contractor is going to deal with. He is also going to make good damage to other benches.

a The Rotaswing is currently very stiff, Sovereign Ltd have provided details of appropriate silicone lubricant which has been purchased and will be applied by the Maintenance Contractor as necessary.

St Mawgan Community Hall: Mr Paul Roberts (Hon Sec), has advised that maintenance work has been undertaken - windows painted and guttering repaired.

A replacement window box has been made to replace the old one.

Toilets: The Wallgate handwash units need replacing and will form an agenda item in October. Stephen Michell attending to lights.

**It was resolved that Standing Order 3(e) be suspended, in order that the Chair could direct a question to CC Fitter** regarding whether previous S106 funds would be available as the PC seek to replace the playground fence. CC Fitter confirmed that these monies are still available.  
**Standing Order 3e resumed.**

i Playground Fence – to receive quote for replacement galvanised steel fencing (deferred from previous meetings). **Action:** Amenities to have a site meeting and report back.

ii Playground – to discuss repair to wear and tear under swings. **Action.** Clerk to contact Outdoor Play People for advice on the use of rubber matting at this location.

iii Playground signage. It was resolved that current signage be updated to reflect 1. new contact details, 2. safety of use of equipment, 3. no dogs and 4. no motor vehicles. **Action.** Chair and Clerk to liaise to identify suitable signage and report back at the October meeting.

iv Proposal for additional drainage works at Playing Field. Cllr S Karkeek proposed and Cllr D Carter seconded. and it was **resolved** to authorise monies up to £500 for the purchase of flexi-drainage pipe, hire of mini digger, and associated works to allow additional drainage works at the Playing Field.

v Burial Ground – Memorial Permission - Lillian Harris (nee Tremain), details circulated. Cllr W Corbett proposed, and Cllr S Jones seconded, and it was resolved to agree to the memorial permission.

vi Burial Ground Inspection – report circulated prior to the meeting. The Clerk reported that steps are being taken to try to locate the next of kin of S M Williams (plot 102, Roman Catholic section), to ask that an untidy dead bush be removed, in accordance with PC Burial Regulations.

Transport and Rights of Way – three reports as follows:

1. Trenance Footpath Signage - The Clerk reported that 6 signs have been erected by Mr Simon Plant and Mr M Cawley. Cllr T Thomas is overseeing the creation of wooden plaques with poetry written by children of St Mawgan School which are to be affixed to the signposts.

b 2. Road Safety – near misses reported on the Valley Road at the entrance to Menalyhl Tea Gardens. PC Road Safety representative, Cllr S Tavener, suggested that the Clerk write to ask the owners to advise their guests not to reverse out on to the highway. This was supported by members.

3. Report of serious road congestion at St Mawgan during burial service. It was suggested that the Clerk write to the bus company to request that the bus stop road markings be re-instated in the first instance.

i Cornwall Council Community Network Highways Scheme - to complete Expression of Interest Form (previously circulated). Cllr D Carter volunteered to complete, with two suggestions of 1. tarmacadam surrounding the bus stop at the top of Carloggas and 2. yellow or white lines re-instated up Mawgan Hill from the Falcon Inn.

- ii Bolingey Lane 409/30/1 – update. Thanks, were given to Simon Plant, the PC Footpath Contractor, who took time out of his schedule to undertake the cutting out of a blocked 400m section. Thus, allowing access for walkers along the footpath 409/30/1.
- Beach and Environment – Cllr S Tavener reported that 1. wires have been removed from the area around the dunes, 2. Application for Beach Erosion Survey grant from Denzell Downs Community Benefit Fund has received initial Grantscape Ltd approval. 3. Silt under the bridge at Mawgan Porth: Communication with Environment Agency and CC Highways have suggested that a site meeting with interested parties be arranged for a satisfactory outcome.

**The Chair permitted CC Fitter to confirm that a meeting with interested parties is in the process of being arranged on site.**

d Neighbourhood Plan - no report

e Digital Media for Parish Council – thanks were given to Cllr R Cawley who posts regular updates of PC news, dates of meetings and Agenda for the benefit of parishioners.

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**REPORTS FROM MEETINGS:**

a Denzell Downs Community Benefit Fund – update. The awarding committee are aware of 3 successful applications but await formal notice from GrantScape Ltd. **Action:** Clerk to intercede on the applicants’ behalf, to ascertain a timeframe for release of grant funding from GrantScape Ltd.

b Affordable Housing - Cllr L McKenzie confirmed a provisional date has been set with the Cornwall Community Land Trust in September

c Community Network Panel – the next meeting is to be held in St Mawgan Village Hall commencing 7pm on Thursday 20<sup>th</sup> September. All are welcome to attend.

d Cornwall Airport Newquay Consultative Forum - Cllr G Jennings will report back at the next meeting. Members asked that she raises the helicopter noise nuisance (as noted earlier), on behalf of the PC.

e Plastic Free Community – Cllr Carter reported that a meeting is to take place on Monday 17<sup>th</sup> September and will report back at the next meeting with an item on the Agenda.

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**To note and discuss (if appropriate) the correspondence received since the last meeting and any associated actions and expenditure:**

i Community Infrastructure Levy (CIL) - Consultation period (previously circulated). Noted.

ii Enforcement Flowchart (previously circulated). Cllr T Thomas suggested that the Clerk highlight the omission of the appeals process to CC.

iii Survey on Review of Designated Landscapes and other AONB news from partners (previously circulated). Noted

iv Town & Parish Planning Conferences 2018 / 2019 – INVITATION. Noted.

v SLCC Annual General Meeting – The Clerk to submit a proxy vote

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**FINANCE and LEGISLATION:**

**All remaining members of the public left the meeting at this stage**

a To note any income received – Bank Interest - £1.90 (August), Local Maintenance Partnership 2018/19 - £1451.45, Memorial Permission – Lillian Harris (nee Tremain) £100. The Clerk reported that the 2<sup>nd</sup> half of Parish Precept - £18,848.68 and CTS Grant £348.68 are showing on account.

b Completion of the limited assurance review for the year ended 31 March 2018: External Auditor Report and Certificate - to consider the matter and decide what, if any, action is required (previously circulated). Noted. No further action required 2018.

- c The Accounts and Audit Regulations 2015 (SI 2015/234) – to note that a Notice of Conclusion of Audit (circulated), detailing the rights of inspection has been published in the Parish Noticeboards and on the PC website, along with the certified AGAR (Sections 1,2,3), and that copies of the AGAR are available for purchase by any person. Noted.
- d Standing Orders Annual Review –to adopt revised Standing Orders (previously circulated) – deferred from June. Proposed by Cllr W Corbett and seconded by Cllr C Tyson and **resolved** to adopt revised Standing Orders.
- e Health and Safety Policy – Chair and Clerk to liaise and produce a workable document and circulate prior to the next meeting.
- f Parish Community Magazine ‘Dreckly’ – to agree to a donation. Proposed by Cllr S Jones and seconded by Cllr S Karkeek and **resolved** to donate a one off £150 for ongoing costs.
- g Remembrance Wreath 2018 – to agree a donation of £75 to the Royal British Legion. Proposed by Cllr C Tyson and seconded by Cllr S Jones and **resolved** to donate £75 to the Royal British Legion. Mr Paul Roberts has kindly agreed to lay the wreath on behalf of the PC at this year’s Remembrance Sunday Service.
- h Independent Commissioner’s Officer – to agree to renew registration under GDPR in the sum of £40. Proposed by Cllr S Tavener and seconded by Cllr R Cawley and **resolved** to renew registration.
- i Accounts – to approve invoices for payment and sign cheques at the end of the meeting (list circulated prior to the meeting). Proposed by Cllr S Karkeek and seconded by Cllr C Tyson and **resolved** to approve as below.
- j Clerk’s Annual Appraisal – to receive report from the Staffing Working Group and agree any action. Cllr L McKenzie reported that the Clerk’s Annual Appraisal took place in August and a summary had been circulated to members.
- k Budget considerations for 2019/20 – to discuss (prior to compilation of draft budget for 2019/20). Items for consideration are the Wallgate handwash units and Gents toilets at St Mawgan. It was suggested by the Clerk that the Internal Control Working Group liaise with her to look at further potential budget considerations moving forward.
- Notice of items for the next Agenda:**  
 (note – no decisions can be taken on any item raised under this heading)
- 116/18 1. Plastic Free Community 2. Wallgate Ltd - Handwash Systems 3. Mrs Whittington – flowers 4. Telephone Kiosk 5. Burial Ground Storage Shed 6. Defibrillators
- 117/18 **Close of meeting: 9.30pm**

## Schedule of Payments

	<b>Details</b>	<b>Amount</b>
A Hayne	Clerk's Salary & Expenses	863.65
S Plant	Maintenance Contract - August	980.00
	Footpath Contract - August	360.00
M Farmer	Beach Clean - August	915.00
A Prowse	St Mawgan Toilet Clean -August	210.00
Vodafone Ltd	Mobile phone - August	11.00
Reef Water Solutions Ltd	Legionnaires test and risk assessment - August	54.50
PKF Littlejohn LLP	Limited Assurance Review - External Auditor Fee	240.00
Independent Commissioners Office	Data Protection Regulations 2018 annual fee	40.00
Cornwall Council	Non-Domestic Rates - Burial Ground 2/2	241.00
	<b>Total</b>	<b>£3915.15</b>

Date of next meeting: 10<sup>th</sup> October 2018, commencing 7.30pm at Mawgan Porth Village Hall

Signed as a true record of the meeting: Chairman's signature.....10<sup>th</sup> October, 2018