

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 11th September 2019

212/19		<p>To note those present and to receive any Apologies. Present: Cllrs L McKenzie, C Tyson, W Corbett, R Cawley, B Cawley, S Jones, G Jennings & C Mann.</p> <p>In attendance: Mrs Angela Hayne (Parish Clerk), and 7 members of the public and CC J Fitter</p> <p>Apologies received from: Cllrs D Carter, S Karkeek, T Thomas and Cllr S Tavener.</p>
213/19		Members' interests
	a	To receive declarations of interest from Members relating to items on the agenda: Cllr W Corbett – 6 b(i), if discussed Clerk - 10(c),
	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
214/19		Minutes of the Parish Council Meeting – to resolve that the Minutes of the last meeting held on 14 August 2019 are an accurate record and duly signed by the Chair. Proposed by Cllr W Corbett and seconded by Cllr S Jones and resolved to accept by those in attendance at the last meeting
215/19		To receive oral or written reports, and authorise any action
	a	Police Report – no report received
	b	<p>CC John Fitter - Mr Prowse has requested a sign at the top of the village (Carloggas): 'unsuitable for long vehicles'. Action. Clerk to send aide memoir and I will pick this and the replacement signage at Long Lane up with Highways.</p> <p>Boardmasters – a reminder that the current permission has expired, and so would suggest PC ask if a permission is submitted that the PC is consulted at any stage. Action: I will alert Clerk if/when an application is submitted.</p> <p>Cornwall Council - capital expense agreed for the new rubbish contract.</p> <p>Space port – Cornwall Council debate next week - I will not be supporting the investment at this moment in time, with the information available to date.</p>
	c	<p>The Clerk – circulated prior to the meeting. Including thanks to SMEGMA for repainting the telephone kiosk by the bridge at St Mawgan. Clerk: writing a letter of thanks to David Vickery on behalf of the Parish Council.</p> <p>Memorial Permission request had been received and will be heard under Working Groups.</p>
216/19		Public Participation - This item will last no longer than 10 minutes (unless agreed by the Chair), and refers to items on the Agenda
	i	Mr Nathan Davis and Ivan Tomlin, speaking on behalf of applicants of PA19/06807
	ii	Mr Doswell speaking against application PA19/06807
	iii	Mrs I Barry speaking against application PA19/06807
217/19	a	PLANNING - Pre-App Consultation with Parish Council. None
	b	Planning - new applications – to discuss and decide on response to Cornwall Council

		Cllr W Corbett left the room at this juncture
	i	PA19/06807 Applicant: Mr and Mrs Luxton. Proposal: Replacement dwelling with associated landscaping and parking. Location: Wayside Mawgan Porth. Proposed by Cllr R Cawley and seconded by Cllr C Mann and it was resolved no objection. Cllrs S Jones and G Jennings objected.
		Cllr W Corbett returned to the room
	ii	PA19/07125 Applicant Mrs Kate Page. Proposal: Non-material amendment in respect of decision notice PA18/09070 (Redevelopment of bed and breakfast accommodation to provide a single terrace of three units comprising two C3 dwelling-houses and 1 holiday let along with the change of use of the annex to use as a holiday let) - To change the roof covering from timber clad to black natural slate. Location: Seavista Mawgan Porth TR8 4AL. A delegated response of no objection was lodged within 14 days of notification received.
	iii	PA19/07334 Applicant Mr and Mrs P Shaw. Proposal: Non-material amendment in respect of decision notice PA18/03884 (Conversion of garage, extensions and alterations including enlarged rear veranda/terrace, installation of two stainless steel flues and additional parking) - Provision of 0.6m wide slip window to west elevation (first floor level). Location: 5 Tredragon Close Mawgan Porth TR8 4DP. A delegated response of no objection was lodged within 14 days of notification received.
	iv	PA19/07351 Applicant Mr Lombard. Proposal: Outline permission for the proposed construction of a single dwelling-house and associated works with all matters reserved. Location: Land to the rear of The Anchorage Tredragon Road Mawgan Porth. Proposed by Cllr W Corbett proposed and seconded by Cllr C Mann and it was resolved to object - Although the new access arrangement is acceptable the effect of an approval of the presently-described proposal would be to grant planning permission for a second new dwelling on the site.
c		To consider planning applications received before meeting –
	i	PA19/06928. Applicant Susan & William Schofield. Proposal: Demolition of existing farm buildings & construction of two-dwellings. (Prior Approval previously granted for conversion of two dwellings under PA19/04115). Location: Barn North East of High Cove Farm Trenance Mawgan Porth. Extension of time for comment granted by Local Planning Authority. Deferred to October
	ii	PA19/07736. Applicant Mr & Mrs Peter and Nicola Murrish. Proposal: Construction of first floor extension, replacement of roof and remodelling of dwelling. Location: Jacaranda Retorrick Mill. Extension of time for comment granted by Local Planning Authority. Deferred to October
d		To note Advices and Decisions by Cornwall Council:
	i	PA19/03196 APPROVED Applicant: Mrs Sue Schofield. Proposal: Variation of condition 2 (approved plans) of decision no. PA16/11033 (Replacement of summerhouse and garage with a single infill dwelling), dated 10th January 2017, to allow the addition of a two-tier balcony on the front elevation and other minor alterations. Location: Land North West of Shepherds Lea Trenance Mawgan Porth TR8 4BY. Noted.
	ii	PA19/01670/PREAPP Closed - advice given Applicant: Mr And Mrs Longden. Proposal: Pre application advice for proposed new dwelling. Location: Land At OS Grid Ref 187424 65942 St Mawgan. Noted.
		The following notification was received after the Agenda was posted
	iii	PA19/06189 APPROVED Applicant: Mr and Mrs R Calder. Proposal: Redevelopment of site consisting of demolition of existing five-bedroom property and garage, and construction of replacement four- bedroom dwelling house with associated works, provision of external amenity areas and vehicular parking. Location: High Cove Bungalow Trenance Mawgan Porth. Noted.
e		5 day-Protocol for Local Councils – none received

	f		To discuss planning enforcement issues – to refer any new issues and updates – if any. Action. Cllr Fitter offered to investigate the current status of the following two enforcement issues
		i	Old Gluvian Chapel
		ii	Unauthorised engineering works at Trevarrian. Case number EN19.01087
218/19			WORKING GROUPS - to receive reports (if any), and agree any necessary action and expenditure:
	a		Amenities
		i	Burial Ground Survey – Clerk undertaken (circulated) highlighting worn driveway and access by hearses obstructed by bottom step near bench. Obstacle. Action: Working Group to create a scheme of work with 3 quotes and report back at a future meeting. Require additional plots to be surveyed for the Master List, particularly in C of E section. Cllr W Corbett and seconded by G Jennings and it was resolved to approve the services of a burial ground surveyor to undertake the survey. Memorial permission for Sussex P Parkyn (circulated). Cllr W Corbett proposed and seconded by Cllr L McKenzie and resolved to grant permission.
		ii	Closed Churchyard – awaiting Highways steward to evaluate boundary status at worn area below church steps
		iii	St Mawgan Toilets - to resolve to have plans drawn and seek building regulation approval for the upgrading of ladies, gents and disabled facilities. Proposed Cllr L McKenzie and seconded by Cllr C Tyson and it was resolved to have plans drawn and to seek building regulation approval.
	b		Transport and Rights of Way -
		i	Cornwall Council Community Network Highways Scheme Action: Clerk to check scheme of work
		ii	Broken & missing footpath signs – prices for replacement. Action: Clerk to liaise with TROW Working Group.
		iii	Mawgan Porth/Trenance public footpath signage – plaques still awaiting. Action: Clerk to investigate
		iv	Cllr C Tyson had received a report of livestock damaging pathway by the hay meadow at the bottom of Ball Lane. Cllr C Tyson investigating and will report back to the Clerk to action.
		v	Cllr C Mann reported the metal sign (directing to St Columb) is damaged. Proposed by Cllr C Mann seconded by Cllr C Tyson and it was resolved to obtain a quote for repair and report back to full council at a future meeting
	c		Beach and Environment – Erosion Report analysis required. Action. Working Group to analyse and report back to full council at a future meeting to decide what action is desired.
		i	Beach Store Shed – requires maintenance. Action: Working Group to assess works required and compile a scheme of work for approval by full council at a future meeting.
	d		Neighbourhood Plan – The Chair announced that the formal Designation of a Neighbourhood Plan Area has been registered, encompassing the Parish Boundaries.
	e		Cornwall Airport Newquay & Search and Rescue Helicopter –No report received. Cllr G Jennings to chase Space Port general meeting for residents with Miles Carden.
219/19			REPORTS FROM MEETINGS (circulated)
220/19			To note and discuss (if appropriate) the correspondence received since the last meeting (circulated) and any associated actions and expenditure:
		i	Cornwall Council Seasonal Beach Restrictions for Dogs Consultation – 2019. Information posted onto PC website - Noted.
		ii	Community Governance Review – update. CGR is at Stage 2.
		iii	Information Commissioner’s Office (ICO) latest guidance – data sharing, personal devices and data audit. Noted.

	iv	Cornwall Community Resilience Network (CCRN) – Training Workshops: Community Emergency Plan/Flood Plan. Clerk to attend training workshop on 28 th September and feedback.
	v	Watergate Bay Speed Hill Climb -14th September to 15th September 2019. Organisers were supposedly distributing publicity for the event highlighting road closure and times to householders in the surrounds.
	vi	Trevarrian Hill to Mawgan Porth Hill notification of road closure: 2 – 3 October (24hr). Noted
221/19		FINANCE and LEGISLATION:
	a	To note any income received – Bank Interest - £1.78
	b	Standing Orders -To adopt revised Standing Orders (previously circulated) –deferred from July. Proposed by Cllr G Jennings and seconded by Cllr C Tyson and resolved to adopt revisions.
	c	Clerk’s appraisal - to receive report from the Staffing Working Group and agree any action. No discussion took place. The Chair expressed the Parish Council’s thanks to the Clerk.
	d	Completion of the limited assurance review for the year ended 31 March 2019: External Auditor Report and Certificate - to consider the matter and decide what, if any, action is required (previously circulated). No action is required.
	e	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.
	f	Budget considerations for 2020/21 – to discuss (prior to compilation of draft budget for 2020/21). Clerk’s salary scale published by NALC in December, burial ground driveway, toilets.
	g	Parish Community Magazine, ‘Dreckly’ – to agree a donation of £150 towards running costs. Proposed by Cllr G Jennings and seconded by Cllr S Jones and it was resolved to agree. Payment to be raised on October’s payment schedule.
	h	Remembrance Wreath 2019 – to agree a donation of £75 to the Royal British Legion. Proposed by Cllr C Tyson and seconded by Cllr G Jennings and it was resolved to agree. Donation to be raised on October’s payment schedule. Mr P Roberts has kindly offered to lay the wreath on behalf of the PC.
	i	GDPR/Data Protection Act 2018 - to resolve to renew data protection registration in the sum of £40. Proposed by Cllr C Mann and seconded by Cllr R Cawley and it was resolved to renew.
	j	Data Breach Policy – to approve (previously circulated). Proposed by Cllr C Mann and seconded by Cllr R Cawley and it was resolved to approve.
	k	Document Retention Policy Review. Review undertaken in line with Cornwall Record Office and it was resolved to adopt new schedule proposed by Cllr C Mann and seconded by Cllr C Tyson.
	l	Accounts – to approve invoices for payment, sign cheques (and any online payments at the end of the meeting) (list circulated prior to the meeting) Proposed by Cllr G Jennings and seconded by Cllr W Corbett and resolved to approve.
		The public and the press to be excluded from the meeting during the consideration of the item 11, owing to the confidential nature of the business to be transacted which is prejudicial to the public interest in accordance with public bodies (Admission to Meetings) Act 1960.
222/19		St Mawgan Community Hall - to consider formal request from the Trustees of the Hall Charitable Trust for the Council to take control as Sole Trustee. Proposed by Cllr W Corbett and seconded by Cllr C Mann it was resolved that the Parish Council take control as Sole Trustee. In preparation, a working party was formed: Cllrs L McKenzie, D Carter, G Jennings, B Cawley, and W Corbett.
223/19		Notice of items for the next Agenda: (note – no decisions can be taken on any item raised under this heading).
224/19		Close of meeting: 9.21pm

Schedule of Payments

<u>Name</u>	<u>Details</u>	<u>Total</u>	<u>Minute Ref</u>
A Hayne	Clerk's Salary & Expenses- August	882.82	
S Plant	Maintenance Contract & Expenses - August	1078.40	
	Footpath Contract - August	430.00	
A Prowse	St Mawgan Toilet Clean - August	230.00	
M Farmer	Beach Clean - August	945.50	
Reef Water Solutions Ltd	Water Hygiene Service visit - August	35.00	
Mawgan Porth Village Hall	Hall Hire - 14/08	24.00	
Build Supplies Ltd	Supplies for repair of Community Noticeboard	30.94	
	Total	<u>£3656.66</u>	

Date of Next Meeting: Wednesday 13th October 2019 at Mawgan Porth Village Hall

A presentation will take place prior to the Parish Council meeting commencing 7pm

Zero Carbon Community Scheme

followed by the meeting of the Parish Council at 7.30pm

Signed as a true record of the meeting: Chair's signature13th October 2019