

ST MAWGAN-IN-PYDAR PARISH COUNCIL

Minutes of the Meeting of St Mawgan-in-Pydar Parish Council

held in St Mawgan Community Hall on Wednesday the 10th May 2023 at 6.30pm

Prior to the meeting start, a minute's silence was held in memory of Mrs Beryl Cawley who sadly passed away the afternoon of 10th May

49/23		Election of Chair for the year 2023/24 and signing of declaration of office. Proposed by Cllr L Mosley and seconded by Cllr C Tyson to elect Cllr E McKenzie as Chair to the Council. Cllr McKenzie signed the Declaration of Acceptance of Office duly witnessed by the Clerk to the Council.
50/23		Election of Vice Chair for the year 2023/24 and signing of declaration of office. Proposed by Cllr L Mosley and seconded by Cllr C Tyson to elect Cllr D Carter as Vice-Chair to the Council. Cllr Carter signed the Declaration of Acceptance of Office duly witnessed by the Clerk to the Council.
51/23		<p>Appointment of Councillors for Working Groups and Internal Control (Lead in bold).</p> <p><u>Amenities</u> – E McKenzie, K Mullard, L Mosley</p> <p><u>Beach and Environment</u> – L Mosley, W Corbett, D Carter, J McLuskie, J Latham</p> <p><u>Planning</u> – W Corbett, L McKenzie, G Williams, C Tyson, C Mann, L Mosley</p> <p><u>Transport and Rights of Way</u> – D Carter, G Williams, C Tyson, S Karkeek, J McLuskie</p> <p><u>Digital and social media</u> – L Mosley, D Carter</p> <p><u>Complaints</u> – E McKenzie, C Tyson</p> <p><u>Internal Control</u> – D Carter, S Karkeek, J McLuskie, C Mann</p> <p><u>Playground Inspections</u> – L McKenzie</p> <p><u>Tree Warden</u> – W Corbett, C Mann</p> <p><u>Neighbourhood plan</u> – L McKenzie, C Tyson, D Carter, G Williams, W Corbett, C Mann, T Abell, J McLuskie, K Mullard, L Mosley</p> <p><u>St Mawgan Community Hall</u> – L McKenzie, C Tyson, W Corbett, D Carter, J McLuskie, L Mosley, G Williams.</p>
52/23		<p>Appointment of Representatives to organisations</p> <p><u>Affordable Housing</u> – W Corbett, L McKenzie, C Tyson</p> <p><u>Newquay St Columb Community Network</u> – L McKenzie, D Carter</p> <p><u>Playing Field Booking</u> – Clerk</p> <p><u>Almshouses</u> – C Tyson</p> <p><u>Denzell Downs</u> – Panel for awarding – L Mckenzie, S Karkeek, L Mosley (Reserve)</p> <p><u>Mawgan Porth Hall</u> – D Carter</p> <p><u>SAS Plastic Free</u> –J Latham</p>
53/23		<p>To note those present and to receive any apologies: Chair, Cllr L McKenzie, Vice-Chair, Cllr D Carter, Cllrs L Mosley, T Abell, K Mullard, G Williams, W Corbett, J McLuskie, C Mann, C Tyson and J Latham.</p> <p>In attendance: Clerk, Angela Hayne 2 members of public</p> <p>Apologies received from: Cllr Paul Wills, Cllr S Karkeek</p>
54/23		Members' interests
	a	To receive declarations of interest from Members relating to items on the agenda. Cllr L McKenzie 10b(9), Cllr G Williams 10b(iv) & 10b(vii), Cllr C Tyson 10 b (xi)& (xii).

	b	To consider written requests for dispensations or interests (if any).
	c	To receive written statements from members expressing interests in an agenda item. Cllr G Williams in relation to PA23/03171.
55/23		To receive oral or written reports, and authorise any action
	a	Police Report from PCSO Anita Parry – none received
	b	Cllr Paul Wills – report circulated prior to meeting
	c	Clerk (circulated prior to meeting) – In addition to approve purchase of Office hard drive and longer HDMI cable. Proposed by Cllr L McKenzie and seconded by Cllr L Mosley and it was resolved to approve purchase.
56/23		Public Participation - None.
57/23		Minutes of the Parish Council Meeting
	i	To Resolve that the Minutes of the meeting held on 12th April 2023 are an accurate record and duly signed by the Chair. Proposed by Cllr L Mosley & seconded by Cllr C Tyson and it was resolved to approve.
58/23		PLANNING
	a	Pre-App Consultation in accordance with Local Council protocol. None
	b	Planning - new applications – to discuss and decide on response to Cornwall Council.
	i	PA23/01648. Applicant Mr and Mrs McCutcheon. Proposal: Replacement dwelling with associated landscaping. Location: Fair Rising Trenance Mawgan Porth. Holding Objection placed April 12 th . Resolved to defer until further details available from agents.
	ii	PA23/02127. Applicant Mr and Mrs Upton. Proposal: Installation of Ground Source Heat Pump system in association with replacement dwelling approved under PA21/12699. Location: Bob Tails Trenance Mawgan Porth. Deferred from April. Resolved to await planning decision.
	iii	PA23/01979. Applicant: Mrs Zoe Tomison. Proposal: Small 2 storey extension to match previously agreed and built extension to adjoining No 5 Sandy Court. Extension to larger bedroom, and provision for through floor lift. Location: 6 Sandy Court Mawgan Porth Hill Mawgan Porth TR8 4BJ. Proposed by Cllr L Mosley and seconded by Cllr G Williams and it was resolved no objection.
		Cllr G Williams left the meeting at this juncture
	iv	PA23/02754. Applicant: Mr Chris Williams. Prior Approval for Change of Use from an agricultural building into 2 smaller and 2 larger dwellinghouses (Class C3) with associated operational works. Location: Barn To SE Of Retorrick Mill St Mawgan TR8 4BH. Proposed by Cllr C Tyson and seconded by Cllr K Mullard and it was resolved to defer pending the publication of the outstanding details.
		Cllr G Williams returned to the meeting
	v	PA23/02681. Applicant Mrs Jenny Quartly. Proposal: Works to trees under a tree preservation order (TPO) namely: Oak – Remove. Location: Ball Cottage Ball Lane St Mawgan. It was resolved to defer to the decision of Cornwall Council Tree Officer.
	vi	PA23/00491/PREAPP. Applicant: Mr Nigel Curry. Pre-application advice for single bedroom "Treehouse" with bathroom and combined lounge-dining-kitchen and terrace. Proposal also includes access, turning and parking for 1 (No.) vehicle. Location: The Hideaway Trenance Mawgan Porth Newquay Cornwall TR8 4DB. Proposed by Cllr L Mosley and seconded by Cllr J McLuskie to maintain previous objection and highlight the applicant's impact on footpath 42.
		Cllr G Williams left the meeting at this juncture
	vii	PA23/03171. Applicant Mr J Blake. Proposal: Associated operational works following the grant of Prior Approval under Class R for Change of Use of Farm Building to Guest House (C1 use) PA22/04327 dated 27th June 2022. Location: Land Northwest Of Little Trevenna Trevenna Cross St Mawgan. Proposed by Cllr W Corbett and seconded by Cllr L Mosley and it was resolved to defer and to question whether the plans submitted were consistent with Class R criteria

		Clr G Williams returned to the meeting
	viii	PA23/03003. Applicant: Ms Maria Shaw. Proposal: Permission in principle for construction of 4-6 dwellings. Location: Land North of Samson Lanvean St Mawgan. WITHDRAWN see item 10 d (vi).
		There was no necessity for Cllr L McKenzie to leave the meeting for the next item
	ix	PA23/03076 Proposal Works to trees in a Conservation Area, namely, Trees 1 (Pine) and 2 (Macrocarpa) - dead wood and select canopy to introduce light to understory tree; Trees 3 and 4 (Ash) - fell due to close proximity to road and ash dieback and Group 1 (mixed species) - dead wood, crown lift and weight reduction. Location: St Anthonys Ox Lane St Mawgan. It was resolved to defer to the decision of Cornwall Council Tree Officer.
	x	PA21/10160 Applicant: Mr Nick Penter ESO Capital Partners UK LLP. Proposal: Use of land for the siting of nine caravans. Location: The Park Mawgan Porth. Proposed by Cllr W Corbett and seconded by Cllr C Tyson and it was resolved to maintain previous objection as the development proposed would encroach into the County Wildlife Site.
		The following two items were not discussed. Cllr C Tyson was not required to leave the meeting.
	xi	PA23/03371 Applicant: Ian Shorthouse Bromley Estates. Proposal: Demolition of amenity building on site and construction of 6 no. holiday units and associated landscaping, parking and bin storage. Location: Marver Holiday Park Mawgan Porth. Deferred to June at the request of planning agents
	xii	PA23/03372 Applicant: Bromley Estates. Proposal: Construction of holiday units and associated landscaping. Location: Magic Cove Touring Park Mawgan Porth. Deferred to June at the request of planning agents
	c	To consider planning applications received before meeting
	i	PA23/03536. Applicant Mr and Mrs Upton. Proposal: Non-Material Amendment (2) to Application No. PA21/12699 dated 20th September 2022 for Proposed replacement dwelling, namely, omitting a below ground screening room at ground floor level, reducing floor area by 28.7sqm; internal layout adjusted to suit; omitting partially buried library/snug at first floor level, reducing floor area by 32.4sqm, elevations adjusted to suit; reducing the size and scale of the lower ground floor pool building, omitting 23.9sqm of floor area, internal layout and elevations adjusted to suit and reducing the height of the first floor timber box by circa 0.4m. Location: Bob Tails Trenance Mawgan Porth. 14 days determination from 3 rd May Proposed by Cllr W Corbett and seconded by Cllr J McLuskie and it was resolved no objection.
	ii	PA23/03535. Applicant: Mr and Mrs Upton. Proposal: Non-Material Amendment (3) to Application No. PA21/12699 dated 29th September 2022 for Proposed replacement dwelling, namely, omitting a below ground screening room at ground floor level, reducing floor area by 28.7sqm, internal layout adjusted to suit and omitting partially buried library/snug at first floor level, reducing floor area by 32.4sqm, elevations adjusted to suit Location Bob Tails Trenance Mawgan Porth. 14 days determination from 3 rd May. Proposed by Cllr W Corbett and seconded by Cllr J McLuskie and it was resolved no objection.
	iii	PA23/00576/PREAPP. Mr And Mrs Fenner. Pre-application advice for erection of single affordable home (plot 2). Location: The Shed Ox Lane St Mawgan TR8 4EU. Proposed by Cllr L Mosley and seconded by Cllr C Tyson and it was resolved that Cllr W Corbett, Lead of Planning Working Group will contact the case officer to discuss relevant policy concerns.
	d	To note Advice and Decisions by Cornwall Council:
	i	PA23/02211 S52/S106 and discharge of condition apps. Applicant: Mr Jim Barlow. Proposal Submission of details to discharge Conditions 5, 6 and 7 in respect of Decision Notice PA20/03852. Location: Merlin Golf Club Mawgan Porth TR8 4DN. Noted.
	ii	PA23/01926 REFUSED Applicant: Mr M Cawley. Proposal: Proposed first floor extension over existing garage to provide storage. Location: 10 Lanherne Avenue Carloggas St Mawgan. Noted.
	iii	PA23/02475 - Beach View - PV Solution – The PC concerns of solar glare have been addressed with condition. The Clerk to confirm such to Case Officer.

	iv	PA22/01283/PREAPP Closed - advice given Applicant: Mr And Mrs Dominic And Katherine Luxton. Proposal: Historic building advice for 'Demolition of three existing dilapidated Old Coastguard Cottages, and replacement with new single dwellinghouse and garage, including external works, improvement to vehicular access, soft and hard landscaping and high-quality garden amenity area to provide new residential property of exceptional contemporary design. Location: Old Coastguard Cottages Mawgan Porth Hill Mawgan Porth. Noted.
	v	PA23/02569 Decided not to make a TPO (TCA apps) Applicant: Mr Paul Baker. Proposal: Works to trees in a Conservation Area namely: T1, Eucalyptus -crown reduction of 5m. leaving the tree 10m. high. T2 Willow - Fell. T3, Apple - Light prune taking of 1m. of crown. T4 Sycamore – Fell. Location: Lanvean Orchard Lanvean St Mawgan TR8 4EY. Noted.
	vi	PA23/03003 WITHDRAWN Applicant: Ms Maria Shaw. Proposal Permission in principle for construction of 4-6 dwellings. Location: Land North Of Samson Lanvean St Mawgan TR8 4EY. Noted.
	e	To note Advice and Decisions by Cornwall Planning Committee
	i	PA20/07878. Applicant: Sun Haven Valley. Proposal: Variation of condition 2 (plans) in respect of decision notice - PA17/09687 (Use of land for the stationing of 15 static holiday caravans and 15 holiday lodges, provision of access and car parking) Location: Land East Of Sun Haven Valley Caravan Park Mawgan Porth. Virtual Planning Committee 9 th May. Committee decision Refused: 7 votes to 3 against. Chair extended thanks to Cllr W Corbett for representing the PC in maintaining objection.
	f	To note Advice and Decision by Planning Inspectorate
	i	Appeal Notification EN22/01521 The Ranch, Mawgan Porth. Appeal Start Date: 30 March. Parish Council to make a submission to Planning Inspectorate.
	g	5 day-Protocol for Local Councils
	i	PA23/01926 10 Lanherne Avenue – to note planning working group delegated decision response. Decision: Agree to Disagree with Case Officer decision to refuse.
	ii	PA22/06269 The Anchorage – to note planning working group delegated decision response. Decision: Disagree with Case Officer’s decision to approve and request it be taken to Planning Committee.
	iii	PA23/00936 Land East of Lilac Cottage – to note planning working group delegated decision response. Decision: Agree to Disagree with Case Officer decision to refuse.
	iv	PA22/10549 Redevelopment of land at The Creamery, Trevarrian – to note planning working group delegated decision response. Decision: Disagree with Case Officer’s decision to approve and request it be taken to Planning Committee.
	h	To discuss planning enforcement issues – to refer any new issues and updates – if any
	i	Round up of enforcement issues. Clerk to contact enforcement for updates to outstanding cases.
59/23		WORKING GROUPS - to receive reports (if any), and agree any necessary action and expenditure:
	a	Amenities: report circulated
	i	First Aid Kit provision Mawgan Porth. It was resolved that Amenities Working Group seek possible solutions to site Outdoor First Aid Kits within the Parish.
	ii	BT Phone Box and Bus Shelter, Carloggas – SMEG response awaiting.
	iii	Bus Shelter Valley Road, Mawgan Porth broken bench. NJP Welding response awaiting.
	iv	At the request of Maintenance Contractor, rose trimmings have kindly been removed from closed churchyard by D Oglethorpe.
	b	Transport and Rights of Way:
	i	Maladyke Signage – In the absence of a response to email sent in January, Clerk to write to another member of Plymouth Diocese.
	ii	Road Traffic Regulation Act 1984 S.14: Temporary Prohibition of Traffic. Traffic Order. Location: Road from Five Lanes to Trevenna Cross. Timing: 8th May 2023 to 26th May 2023 (24 hours).
	iii	Road Traffic Regulation Act 1984 S.14: Temporary Prohibition of Traffic. Traffic Order.

		Location: Trevenna Cross to Higher Tolcarne. Timing: 22nd May 2023 to 23rd June 2023 (24 hours). Noted.
	iv	Carnanton Woods Road – Action: Clerk to check with Highways regarding flooding blackspot
	v	Pothole repairs Airport Entrance, flooding Long Stone and ‘Sunny Corner’. Action: Members to log issues on the Cornwall Council ‘Report It’ page.
	c	Beach and Environment: Horse incident - Cllr L McKenzie suggested contacting the British Horse Society for recommendations for safety at the beach. First Aid and Defibrillator signage to consider at a future meeting.
	i	Beach Clean Donation Letter & donations received to date. The Clerk reported as at 04/05 donations stood at £3060.
	d	Neighbourhood Plan – meeting held 4 th May Report circulated. Cllr Carter reported that it has been agreed that the group look at planning development envelopes.
	e	St Mawgan Community Hall Report circulated. Denzell Downs Community Benefit Fund Application awaiting decision on grant application towards maintenance. Looking at other funding opportunities. Response received from Paul Young-Jamieson regarding the use of the back door – which is only to be as an Emergency Exit and disabled access. There is no permission for the stationing of shed/container on the field to the rear of the building. Revised draft of Trust Deed received, awaiting review.
	f	S106 (Riviera Lodge) application – to approve submission of applications to CC Open Spaces Team for remaining monies to be shared between Parish Halls towards the ongoing project at Mawgan Porth Village Hall and towards repairs at St Mawgan Community Hall. Proposed by Cllr L McKenzie and seconded by Cllr K Mullard and it was resolved to apply.
	g	Small Holding and Allotments Act 1908. Nothing further to add.
	h	Coronation Event – debrief. £1125 profit. S.M.A.S.H Meeting 18 th May judging children’s colouring competition. Thanks to SMEG and attending volunteers for all the help.
		Cllr Corbett left the meeting at this juncture
60/23		REPORTS FROM MEETINGS:
	i	Denzell Downs Community Benefit Fund 2023 with Grantscape on 24 th April. Noted.
61/23		To note and discuss (if appropriate) the correspondence received since the last meeting and any associated actions and expenditure:
	i	St Mawgan village bus service – an error in timetabling has been corrected.
	ii	Footpath 38 Trenance. The regularising of the Trenance network is proving problematic. TROW to meet again to try to seek permission to re-instate footpath 38.
62/23		FINANCE and LEGISLATION:
	a	Annual Return for the year ending 31st March 2023 (all documents circulated prior to meeting)
	i	Internal Audit Report 2022/23 – Agree to authorise the Clerk to complete the Internal Audit Report Response Record in accordance with Clerk’s response – as circulated. <i>There was an error in the VAT accounting on the external audit invoice which will require correcting.</i> Response: VAT error corrected, and Statement of Accounts amended accordingly. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these. Suggested Action: <i>Should cash reserves continue to grow consideration should be given to spreading it across more than one institution to ensure it is all covered in the event of loss.</i> Response: It is anticipated that the Community Infrastructure Levy in ear-marked reserves will be assigned in this next financial year to support the parish halls ongoing refurbishment, thus reducing the cash reserves. Proposed by Cllr L Mosley and seconded by Cllr C Tyson and it was resolved to authorise.

	ii	Asset Register in support of figures on the accounting statements – to seek approval. Proposed by Cllr L Mosley and seconded by Cllr G Williams and it was resolved to approve.
	iii	Accounting Statement 2022/23 – to seek approval. Proposed by Cllr G Williams and seconded by Cllr L Mosley and it was resolved to approve the Accounting Statement for 2022/23 that had been presented and signed by RFO ahead of the meeting.
	iv	Annual Governance Statement 2022/23 section 1 – to approve. Proposed by Cllr L Mosley and seconded by Cllr K Mullard and it was resolved to approve.
	v	Annual Governance Statement 2022/23 section 2 – to approve. Proposed by Cllr C Mann and seconded by Cllr J Latham and it was resolved to approve.
	vi	Earmarked Reserves as of 31 st March 2023 – to approve. Proposed by Cllr L Mosley and seconded by Cllr G Williams and it was resolved to approve.
	b	Financial Regulation Review 2023/24 (previously circulated) – to approve. Proposed by Cllr C Mann and seconded by Cllr L Mosley and it was resolved to approve.
	c	To note any income received: Solar £3444.22, Community Infrastructure Levy £21,396.56, Beach Clean Donations £1525.00. Noted.
	d	Ride on Mower Insurance – to approve retrospective renewal of insurance premium in the sum of £129.80. Proposed by Cllr L Mosley and seconded by Cllr C Tyson and it was resolved to approve.
	e	Cornwall ALC Ltd Annual Membership Subscription 2023/24 – to approve in the sum of £532.63 including VAT. Proposed by Cllr D Carter and seconded by Cllr L Mosley and it was resolved to approve.
	f	Zurich Municipal Insurance Policy Renewal 2023/24 – to approve in the sum of £1083.42. Proposed by Cllr L Mosley and seconded by Cllr J Latham and it was resolved to approve.
	g	Accounts – To approve invoices for payment via online banking after the meeting (schedule previously circulated to Members). Including NI backdated contributions. Proposed by Cllr G Williams and seconded by Cllr L Mosley and it was resolved to approve.
63/23		Notice of items for the next Agenda: (note – no decisions can be taken on any item raised under this heading). Ride on Mower, Beach Access Signage, First Aid Kits.
64/23		Close of meeting. 8.10pm

Schedule of Payments

Name	Details	Amount	Minute Ref
Vodafone	Mobile Phone	8.00	
Cornwall Council	Burial Ground Business Rates	163.86	
A Hayne	Clerk's Salary, NI & Expenses April	751.97	
HMRC	Employer Contribution	443.40	62/23(g)
Major Clean (T Roberts)	Toilet Clean contract & Playing Field Bin empty -April	743.65	43/23(a)
Reef Water Solutions Ltd	St Mawgan toilets April water temperature checks	26.00	
NFU Mutual	Renewal of Ride on Mower Vehicle Insurance paid ahead of meeting	129.80	62/23(d)
TP Tree Services Ltd	Maintenance Contract - grass cutting April	1400.00	
Pennon Water Services Ltd	For services at Tlts-pumping station St Mawgan	29.37	
Cornwall Council	Housing Needs Survey - Neighbourhood Plan	1161.25	202/22(d)
Hudson Accounting Ltd	Internal Audit 2022/23	225.00	024/22(b)
Zurich Municipal	Parish Council Insurance Renewal - part of 6 year fixed agreement	1083.42	62/23(f)
Cornwall ALC Ltd	Annual Membership & Subscription 2023/24	532.63	62/23(e)
Total		£6,698.35	

Date of Next Meeting – Mawgan Porth Village Hall on 14th June 2023 commencing 6.30pm

Signed as a true record of the meeting:

Chair's signature Wednesday 14th June 2023