

Minutes of the Meeting of St Mawgan-in-Pydar Parish Council
held in St Mawgan Community Hall

On

Wednesday the 14th day of September 2016 at 7.30pm

Present: Cllrs L McKenzie (Chairman), R Cawley, W Corbett, K Atkinson, S Tavener, G Jennings, S Jones, S Jennings, D Carter and B Cawley. In attendance: Mrs Angela Hayne (Parish Clerk), Cllr J Fitter (CC), 5 members of the public

173/2016 Apologies – received from Cllr S Gardner

174/2016 Police Report – Received from PCSO Parry

Apologies received from PC Lenton and PCSO Burgess

PCSO Parry advised that there had been 3 crimes reported in the last month: Crime 1 x kidnapping resolved, Crime 2 x common assault which were both linked as a domestic dispute, with a successful outcome to all parties through police intervention. Crime 3 x theft of a pedal cycle, from outside the Bedruthan Steps hotel, by damage to bike lock and stealing pedal cycle. This was compared to 4 crimes the same period last year.

In addition, PCSO Parry alerted attendees to possible congestion on the roads around the parish due to a large bike ride scheduled, and in addition to, the St Mawgan Steam Rally taking place on Sunday 17th September.

PCSO Parry also advised that she and her colleagues will now focus their attention to community practice of reassurance visits to the elderly and education to the young after the busy summer season, in addition to their usual school visits and Airport security checks.

175/2016 Member's interests

- a) Declarations of interest from members relating to items on the agenda:
 Item 19 - Angela Hayne: regarding Clerk's Salary Scale National pay scale Increase 7a.
 Item 22 – Cllr W Corbett: regarding Accounts.
- b) Written requests for dispensations or interests – none received.
- c) Written statements from members expressing interests in an agenda item – none received.

176/2016 Public Participation

Cllr Fitter reported that the Planning Enforcement Team had found that the height of the replacement dwelling currently under construction known as 'Odd Spot', Mawgan Porth was conformant and the case has been closed.

177/2016 Minutes of the last meeting – Proposed by Cllr K Atkinson and seconded by Cllr W Corbett and **resolved** to accept the minutes of the meeting as a true record and were duly signed by the Cllr L McKenzie.

178/2016 Clerk's report – The report had been circulated prior to the meeting, but an item that would have been included had it been notified earlier was Cllr S

Gardner's wish to step down from the Transport and Rights of Way Working Group. Cllr D Carter volunteered to fill the vacancy.

- 179/2016 Planning – New applications – to discuss and decide on response to Cornwall Council.
- i **PA16/07363**. Applicant: Mr Michael Taylor. Proposal: Extension of existing house and construction of new single storey, earth sheltered house. Location: St Agnes, Mawgan Porth Hill, Mawgan Porth. Cllr W Corbett proposed and Cllr G Jennings seconded and it was **resolved** to object to this application. Although the extension to the existing dwelling could be supported, the application was also for a separate new dwelling within the garden which appeared to the PC to be contrary to policy.
 - ii **PA16/07370**. Applicant: Mr Andrew Williams. Proposal: Application for variation of condition 2 roof finish in respect of decision PA15/10158. Location: The Shed St Mawgan. Cllr K Atkinson proposed and Cllr W Corbett seconded and it was **resolved** that the council have no objection to this application.
 - iii **PA16/02316/PREAPP**. Applicant: Cassa Miller. Pre-application advice for one dwelling on disused vacant land Location: Land West of Three Corners, Trenance, Mawgan Porth. It was **resolved** to write to the LPA expressing the strong view that the residential development of currently-undeveloped land within the Trenance Area of Special Character was contrary to both existing and emerging planning policy and would not be supported by the PC.
 - iv **PA16/07832**. Applicant: Mr Terry Thomas. Tree works to trees within a conservation area - Reduce height of Goat Willow from 6.5m to 4m and Ash from 9m to 5m. Location: Hellings Lanvean St Mawgan. Cllr W Corbett proposed and Cllr K Atkinson seconded and it was **resolved** to leave the matter to the discretion of Cornwall Council's tree officer.
 - v **PA16/08014**. Applicant: Mr A Kingston. Proposal: Proposed extension including balcony. Location: 5 Lanherne Avenue, Carloggas, St Mawgan. Cllr K Atkinson proposed and Cllr W Corbett seconded and it was **resolved** to raise no objection to this application, but to recommend that obscured glass be a condition in respect of privacy for the occupants of No. 3 Lanherne Avenue.
 - vi **PA16/02472/PREAPP**. Applicant: Mr Bertrand Louvreur. Pre-application advice for Listed Building - temporary replacement of sash window with a door, inclusion of a projector screen, overboarding of existing low quality floor with a new timber floor. Location: The Old Rectory, St Mawgan. Cllr K Atkinson proposed and Cllr W Corbett seconded and it was **resolved** to raise no objection to the pre-application.
 - vii **PA16/07495**. Applicant: Mr Richards Holt Lloyd International Ltd. Proposal: Change of use of redundant hanger (PMTD.18) to provide storage and distribution centre (use class B8). Location: Southern Hangar 4, Aerohub, Cornwall Airport, Newquay. Cllr K Atkinson proposed and Cllr W Corbett seconded and it was **resolved** to raise no objection to the application.

Standing order 3e was suspended to allow representatives from Holt Lloyd International Ltd (in attendance) to explain that the applicants had secured a 10-year lease resulting in this Change of Use application PA16/07495.

Standing orders were resumed.

- 180/2016 Any other planning applications received from Cornwall Council by the time of the meeting. None received.
- 181/2016 Advices and decisions by Cornwall Council – circulated prior to meeting.
- i. **PA16/05931 WITHDRAWN** Applicant: Mr and Mrs Griffiths. Proposal: Outline application for proposed construction of Dwelling. Location: Rhodes Cottage, Carloggas, St Mawgan.
 - ii. **PA16/06190 Granted** (CAADs and LUs only) Applicant: Mr and Mrs R Marland. Location: Beaumar, Tredragon Road, Mawgan Porth. Proposal: Lawful development certificate for proposed formation of rear dormer to provide en-suite.
- 182/2016 Planning Enforcement Issues - The clerk informed the PC that correspondence had been exchanged with the Countryside Information Officer (East) with regard to the list of proposed works on the South West Coastal Path around Mawgan Porth and would be seeking an update regarding funding application in October.
- In addition, the alleged stationing of caravans and camping exceeding the 28-day rule. Location: Lane East of Porth Farm Cottages, Mawgan Porth, TR8 4BP, has been formally registered by the clerk and has been subsequently allocated to a Development Officer at Cornwall Council for investigation.
- 183/2016 Working groups
- (a) Amenities – report circulated.

Playground: Cllr L McKenzie stated that Sovereign Play Equipment had visited on 1st September to exchange the corroded fittings on the toddler swings. However, only one of the four fittings had been replaced. The clerk has reported this to Sovereign Play Equipment who are addressing the issue.

Church Wall: Mr Mike Farmer has repaired the churchyard wall.
 - (b) Transport and rights of way – to receive report if any. None received.

Due to time pressures, the report of public footpaths has been delayed. It was suggested a 'Parish Ramble' may be a possible solution to expedite this by engaging willing parishioners to join in.
 - (c) Beach and Environment - to receive report if any. None received.
- 184/2016 Burial Ground – Notice as to Burial Interment of Ashes into parents' grave (C16) tablet and inscription – Mrs Edith Jean Britton. Permission was **granted**, date and time to be announced by Bodmin Funeral Services.

- 185/2016 Bus Shelter – to agree Contract renewal. Cllr W Corbett proposed and Cllr S Jennings seconded and it was **resolved** to renew the contract awarded to Mr D Vickery.
- 186/2016 St Mawgan Community Hall – to discuss fabric of the hall and agree action. As the representative, Cllr B Cawley acknowledged that the exterior and interior paint surfaces are requiring immediate attention. It was proposed by Cllr W Corbett and seconded by Cllr B Cawley and **resolved** that in the first instance the Clerk would formally write to the Hall Committee to ascertain the current position with regard to maintenance of the Community Hall. Secondly, to assist the Hall Committee in achieving a satisfactory outcome for the benefit of the community, Cllr Corbett offered to liaise with the Hall Committee on behalf of the PC, and will report back to the PC at the next meeting.
- 187/2016 Standing Orders:
- (a) Code of Conduct – to agree and create a Policy and Action Procedure outline for acting on Code of Conduct decisions (in accordance with Standing Order 16.d).
- The motion had been brought by Cllr Gardner, but due to his absence Cllr L McKenzie asked the PC for their views and recommendations. All present agreed a Policy and Action Procedure would be a positive addition which necessitates clarity and transparency. It was therefore agreed, that this discussion be minuted and creation of Policy and Action Procedure deferred to enable Cornwall Association of Local Councils (CALC) to be contacted and identify a suitable narrative.
- (b) 5 day notices – to agree and create a variation (in accordance with standing order 11), and requested by seven Parish Council signatories. The following (supported by CALC): ‘Where the Planning Authority exercises its protocol and offers the Council a further opportunity to comment or exercise options put to it within a 5-day period, the Clerk to the Council is delegate responsibility to respond, after consultation with Planning Working Group’. Proposed by Cllr L McKenzie and seconded by Cllr S Jennings and **resolved** by the PC to accept, with insertion as a new paragraph 7. Section 17 – Proper Officer.
- 188/2016 Data Protection Act, 1998 (DPA) – permission to register at an annual cost of £35 in order to comply with regulations. Cllr W Corbett proposed and Cllr K Atkinson seconded. It was **resolved** to register.
- 189/2016 Financial Risk Assessment – circulated. It was agreed to **defer** until October’s agenda, in order for the Working Groups to examine the content of the document and report back before moving to adopt.
- 190/2016 General Risk Assessment Review – circulated. Due to the size of the document and limited time, it was agreed to **defer** until October’s agenda in order for the Working Groups to examine the content of the document and report back before moving to adopt.

The Clerk left the meeting at this juncture.

191/2016 Clerk's Salary Scale – move to recommend new National Pay Scale increase.

Cllr L McKenzie proposed, and Cllr R Cawley seconded. It was **resolved** to recommend the rates awarded to all Clerk's from the 1st April 2016 in line with national policy. Thus, resulting in a backdated payment x four months from commencement of Clerk's contract - 1st May 2016 (payable in October).

The Clerk returned to the meeting.

192/2016 1 and 1 Webmail Storage – to agree to upgrade from 20mb to 50GB at £4.99 per mailbox month + VAT at 20%. Proposed by Cllr Corbett and seconded by Cllr Atkinson. It was **resolved** to upgrade to protect the audit trail.

193/2016 To receive reports from meetings -

Mawgan Porth Hall

Cllr D Carter will request that minutes be available from Mawgan Porth Hall meetings to feedback to future PC meetings.

Newquay Cornwall Airport

Cllr G Jennings was thanked for the interesting report (circulated) to the meeting held on 8th September of the Airport Consultative Forum.

194/2016 Accounts – to approve payment of accounts to include Mr M Farmer's account for work to church wall that was submitted after the original accounts sheet was circulated. Cllr S Jennings proposed and Cllr L McKenzie seconded, and it was resolved to approve payment of accounts as listed below:

Name	Details	Amount	
A Hayne	Clerk's Salary – August	£636.00	
	Home as office	15.00	
	Travelling expenses	24.00	
	Expenses: stationery/consumables/ink	<u>63.69</u>	738.69
Bubb Maintenance	August: Maintenance	£980.00	
	Expenses: July outstanding	34.94	
	And August	90.13	
	August: Footpaths	<u>360.00</u>	1465.07
M Farmer	Beach Cleaning - August	765.00	
	Repairs to Churchyard Wall (inv: PC/CW 001)	<u>250.00</u>	1015.00
A Prowse	St Mawgan Toilet Clean - August		210.00
Reef Water Solutions Ltd.	Legionnaires test and service - August		35.00
Vodafone Ltd.	Mobile phone - August		17.85

TOTAL**£3481.73**

195/2016 To note and discuss if appropriate the correspondence received since the last meeting

Flower Boxes at the St Mawgan Community Hall. The clerk sent a letter to Mrs Whittington thanking her for the beautiful display of flowers in the flower boxes.

Notice of Vacancy in Office of Parish Councillor - Councillors were informed that the Clerk is awaiting notice from the Returning Officer after the statutory period (23rd September 2016) has lapsed, to know whether an election or co-option will fill the vacancy in the St Mawgan Ward.

196/2016 Notice of items for the next meeting

Cllr Corbett to propose and discuss the idea of a Specific Issue Neighbourhood Plan.

Meeting closed at 9:13pm

Date of next meeting: 12th October, at Mawgan Porth Village Hall at 7.30pm

Signed as true record of the meeting

Chairman's signature..... 12th October 2016.