Clerk: Sheridon Rosser – 07775 726 907

**Morwenstow Parish Council**

***Draft Minutes* of the Monthly Parish Council Meeting**

Held on Wednesday 18th May 2022 at the Community Centre,

following the Annual Parish Council Meeting.

|  |  |
| --- | --- |
| 1. | Attendance: Attended by Cllrs. J Hobbs (Chair), J Phipps (Vice-Chair), N Steer, K Boundy, G Worden, R Savage, J Payne, K Jones, 4 members of the public and the Clerk – S Rosser. |
| 2. | To receive apologies for absence: None were received – Cllr S Tilbey absent without apology. |
| 3. | The previously circulated minutes of the Monthly Parish Council meeting held on 20th April 2022; were approved and signed by the Chairman. |
| 4. | Matters arising from the minutes and updates, Morwenstow Football Clubs' successful grant award was noted, along with confirmation that the solicitor is now moving on providing a lease. – **for information only.** |
| 5. | Disclosures: Interests in planning applications were declared as follows:  PA22/02415 – Cllrs. K Jones, J Phipps & K Boundy  PA22/03313 – Cllrs. K Boundy & R Savage  ***All Councillors left the room during the respective discussions.*** |
| 6. | Dispensations:***No requests were received.*** |
| 7. | Public Participation: To receive questions from members of the public relating to items on the agenda, in accordance with Council’s Code of Conduct and Standing Orders. ***There was no public participation.*** |
| 8. | To receive a report from our Cornwall Councillor**: *C.Cllr Shorne Tilbey was not in attendance.*** |
| 9. | Parish Maintenance and Matters for discussion:   1. Parish hedges – owner maintenance. ***Resolved:*** *Item to remain on agenda until further hedge maintenance can be carried out. It was noted that not managing these things – particularly; precarious trees that maybe diseased, can invalidate householder insurance.* 2. To note completed tree log – ***Tree log complete – no issues found.*** 3. i) To note completed playpark log; ***Playpark log complete – rotting wood on the shelter was noted****.*   ii) DBS checks are complete; ***complete, no invoice received as yet.***  iii) Note findings of RoSPA report: all minor issues – signage, ownership and contact details. Shelter roof loose. Multiplay toddler – timber rot. Entrapment on slides x 2. A-frame slightly loose. Corrosion on slide. Cap missing and uneven surface on rocker. ***Resolved:*** *Chair to ask PSJ Garden Services to rectify the identified issues. Chair to ask Football Club members to please relay the message to the children 'that the shelter is not a goal post and should not be used as such'. Clerk to contact supplier re the missing cap.*  iiii) rotten fence posts had also been identified since the publication of the agenda. Chair had obtained prices for the replacement posts (10) UC4's are £18.95 each plus VAT. ***Resolved:*** *This work is to be carried out as an emergency repair as stock are in the field.*   1. Signage that has worn / damaged over time requiring replacement – discussion took place around the various signage aspects that now need replacing. It was noted that it is important that history is not forgotten. There are requirements for: Playpark – commemorative opening plaque & identified signage by RoSPA. Extension opening sign broken, reported by Parishioner. (3 signs in total) The oak trees require commemorative plaques – as per the stipulated requirement. (6 signs in total). ***Resolved: Clerk to obtain prices for the June meeting.*** 2. To review progress of LMP/SWCP risk assessments – ***completed by Cllr. Boundy with Contractors, signed by Chairman & Clerk. Clerk to process. A broken signpost by the Church was raised with Cllr. Boundy – this will be passed on to the relevant department. An issue has also been identified with a 'self-closing' gate that does not work, again Cllr. Boundy to report to Chris Monk.*** 3. To update on toilets – (Duckpool) ***Update:*** *The National Trust are in talks with a concession to provide support from their side. Morwenstow Parish Council have been asked to contact the interested party to see if they will be willing to provide a total of 40 cleans (2 per week) between 27th June & 30th September. This is an ongoing negotiation further information scheduled for the June meeting.* ***Details of emergency contact for the toilets to be sought by Clerk.*** 4. To receive a report from Cllr. Worden on the bus services for Morwenstow. ***Update:*** *Cllr. Greg Worden has been looking into the state of the bus services offered to the dwellers of Morwenstow. Recently a push has been made on the bus services with cut prices, however – this did not publicise the loss of some services, to users. Further probing has uncovered budgetary constraints as the key issue. One of the conditions of the current awarded contract is that a review is scheduled. Cllr. Worden has asked for assurance that the public opinion will be included in this review and has contact details for a senior member of staff. There are routes that could be optimised, to encourage the number of users. Suggestion was made that this could be taken to the Bude Area Community Network Panel.* ***Resolved for the Clerk to contact BACNP about this possibility.*** *Cllr. Worden was thanked for his efforts.* 5. To discuss ideas for the CIL application fund if any & note new CIL report requirement for website. The CIL report was shown, accompanied by the explanation that this is now a new yearly requirement for the receipt of CIL monies and expenditure. The possibility of applying for CIL funding was discussed in relation to a Multi Use Games Area. This could host multiple sports and groups.  ***Clerk to approach Denise May MBE and the local Netball group to see if there is appetite for this.*** 6. To discuss findings of noticeboard posts checks. The notice boards had been inspected by Cllr. Nigel Steer and also by the Chairman and Clerk, (while the Oak tree locations were 'what3worded'). Results were conclusive. Two require new legs and back, three require new legs. Recent labour cost for legs and back (£85.00 +£75.00 materials) At a rough guess £600 should be allowed for the work to repair all noticeboards to a good standard. There was discussion around ways to waterproof the boards - should Hamlets be distributed from them. ***Further research required for the next meeting.*** |
| 10. | To discuss Jubilee Celebrations:  *Cllr. Phipps gave an overview of plans. a) The Community Centre Committee have been working to provide liquid refreshments along with games for children on the playing field. Tables are being collected and used from the Chapel. Paper plates etc were queried if needed – the Clerk has some that can be donated. Cllr. Payne is designing a poster for advertising – this will be available shortly. A parishioner had requested a bouncy castle for the event – this isn't possible on this occasion. Details were sought from Cllr. Hobbs on the band cost – the band work on a donation basis. Discussion took place around a suitable figure based around the fee paid previously to Bude Town Band for another event.* ***Resolved:*** *unanimously to pay the band £200.*  b) Beacon lighting arrangements - *Cllrs. Hobbs & Savage to meet the requirements, beacon to be lit at Middlefields. There is no-one to light the beacon as there has been in previous years. Discussion took place around asking the oldest Parishioner to light it. No decision was made.*  c) Union flag, *the Union flag is of notable sentimental value to the parish. However throughout use of the flag, it has become damaged – as they do. Discussion took place on whether a new flag should be bought for the Jubilee – a new flag is in the region of £150.00. Repairs were also discussed. The Clerk volunteered Mrs Pengilley to sew along the edges to prolong the life of the flag. It had not been seen and was taken by the Clerk for repair if possible.*  d) location details for oak trees for records: *these have been 'what3word' located by the Chair & Clerk. Photos of each tree were also taken. The Chairman was pleased with the progress of the trees and noted that a real community spirit had been created in each Hamlet, with the care and nurturing of each tree.* ***The trees will be registered as part of 'The Queen's Green Canopy'****. Official plaques must be adhered to if used.* ***Clerk to make enquiries for localised printing of said plaques.***  e) discuss possible attendance at the Platinum Jubilee Parade in Truro:  *It was felt unlikely that any attendance will be made from the Parish due to distance and the number of celebrations going on in the Parish.* |
| 11. | To receive a report on the Bude Community Network Highway Scheme meeting held on 25th April 2022. ***Noted that Morwenstow need to wait until year 2, all proposals from the scheme were approved.*** |
| 12. | Review of policies: To formally adopt the latest model standing orders from NALC as amended. ***Resolved: To adopt as amended. Clerk to update on website.*** |
| 13. | To review the Hamlets: Editorial role, costs and distribution.  *Cllr. Julie Phipps is happy to remain in the editorial role as per the AGM. The costs had been sought and have gone up (understandably) since the pandemic and with usual rises.* *Suggestion was made for 'collection points' such as the noticeboards – the twice weekly post office and so on. The Chairman outlined the committment required from the distrubutors and the fact that a very small number of the previous distributors wish to resume their positions. Cllr. Phipps explained that it is much easier to produce the Hamlets in an online format as space is not an issue. When in the previous printed format – it is always difficult as you either need to condense items to get them into the 3 pages of space or expand them to fill an extra page (which equates to 4 sides). Discussion took place around advertisers – this was agreed that it would need to be a separate entitiy in order to do this. The Parish Council can not receive sponsorship in that way. Suggestion was made for an email newsletter. A second suggestion was made to ascertain costs for printing 100 – 120 and having them in various collection points for those who can not access the Hamlets online.* ***Resolved: to obtain quotation for 80 Hamlets – if the quote is under £60 it will be accepted. If it is greater – suggestion that Councillors print 10 copies each for distribution.*** |
| 14. | To discuss request from Poundstock Parish Council re Child Poverty. ***Resolved: Morwenstow Parish Council would lend support via the Bude Area Community Network Panel, also support the advertising of the local food banks via the Hamlets.*** |
| 15. | Correspondence:  1. Jubilee related sales literature from various businesses  2. RoSPA – Report for the playing field  3. Zurich insurance renewal  4. CALC: a) NALC – make a change; Star council awards; online events notification & CEO Bulletin x 3  b) CALC – Smaller councils – date passed; Finance meeting inc slides; training schedule availability; Homes for Cornwall  5. Cornwall Council:  a) Committee Updates and Minutes – East Area sub committee, nothing relating to MPC  b) Homes for Cornwall – meeting 16th May 2022 at 12:45  c) Positive Planning  d) Forest for Cornwall  e) Town & Parish Council Newsletter  f) Climate emergency hearings - 21st June 2022  g) 2022 Grass Cutting & Verge Maintenance  h) Meet the leader sessions – questions welcome. Meeting date: 22nd June 7pm Parkhouse Centre  I) Virtual Climate Literacy – still offering places  j) Cornwall AONB Monumental Improvement Project Funding.  6. Mark Owen – Tamara Project response  7. Rowen Mackenzie – The National Trust – Duckpool Toilets  8. Devon & Cornwall Police – Nick Jessop – Request to attend a meeting *– Now attending Annual Parish Meeting*  9. Plantlife – No mow May  10. Defibrillator Training Session – Wednesday 25th May at Atlantic Horizons  11. South West Coast Path – May on the Coast  12. Jubilee Beacon Registration from Bruno Peek – *Jubilee Beacon Tart Recipe for Hamlets & Website*  13. Rural Services Network Bulletin x 3  14. Sub-National Transport Bodies Conference – 26th May 2022  15. Poundstock Parish Council – Request to add Child Poverty to the agenda  16. Cubert Parish Council – Failures at Cornwall Council  17. Work Place Pension enrolment renewal  18. Parishioner email – re Councillor vacancy  19. Parishioner email – withdrawal of application for Councillor vacancy  20. Parishioner email – re minutes and follow up for C.Cllr. Tilbey  21. Parishioner email – damage reported to playing field areas and broken sign, AED query. |
| 16. | Finances**:**  a) To confirm accounts spreadsheet with bank statements and agree payments due. ***Payments agreed for the following:***  ***Aquiss, Broadband for May -£30.00, Bude Computers, Replacement laptop screen - £75.00, RoSPA, Playpark inspection - £105.00, Zurich, insurance - £502.88, Chadds, Green towels - £19.19, PSJ Garden Services, Emergency noticeboard repairs for Woolley - £85.00, RedSmart Printing, 170 x Jubilee Mugs - £714.00, SignOTimes, Chain of Office pin and engraving, £13.50.***  b) Agree and sign AGAR statement. ***Agreed, but can not be signed until the internal audit is available.***  c) Review of Internal Audit – *if available at this time.* ***Internal Audit review not available as yet.*** |
| 17. | Planning**: *Applications received for consultation by members to agree a consultee response to be submitted to Cornwall Council:***  **P1** [**PA22/03314**](https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R9TKFXFGKC900&prevPage=inTray)  **Proposal:**  Full application for the construction of five detached dwellings  **Location:**  Land North Of The Nook Morwenna Road Shop Morwenstow Cornwall  **MPC Response:** ***Morwenstow Parish Council are concerned about vehicular access to the proposed development. The proposed access uses a road that will run through an area of granted detailed planning, that has not yet commenced.  Given that it is a large development of family homes it is felt that access would be better suited to the North, rather than through West Beckon Close. This could facilitate safe access to the primary school, shop and playing fields. Consideration should be given to a footpath through to the school. Concern is also raised about the direction of water travel. We are aware that no yellow notice has been displayed at the site. The design is felt to be appropriate.***  **P2** [**PA22/01294**](https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R710WLFGM2K00&prevPage=inTray)  **Proposal:** Retrospective consent for construction of a decked area to the south and west of the restaurant to permit diners to eat outdoors. Construction of an 'Arts Hut' sited in the private garden to the south-east of the inn.  **Location:** Bush Inn Crosstown Morwenstow Bude Cornwall EX23 9SR  **MPC Response:** ***Morwenstow Parish Council wish to support local business but are mindful of the impact on the neighbouring community. We would advise the applicant to take suitable steps to mitigate this. Morwenstow Parish Council would like to leave the decision to the planning officer.***  **P3** [**PA22/04254**](https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RBD7CEFGGML00)  **Proposal:** Construction of agricultural building on agricultural land  **Location:** Land East of High Park Morwenstow Bude Cornwall  **MPC Response: *Morwenstow Parish Council support the application based on the established need & limited visual impact. Morwenstow Parish Council recommend the Environment Agency advise on the clean and foul water provisions as normal.***  **P4**  [**PA22/02415**](https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R8H4O2FG1FD00)  **Proposal:** Change of use of land and building from agriculture to agriculture, forestry and timber processing (including mobile sawmill) operation  **Location:** High Meadows Gooseham Bude Cornwall  **MPC Response:** ***Morwenstow Parish Council support this application; and feel it is positive to see a business in the parish doing well, while employing local people. Morwenstow Parish Council wish for consideration to local residents to be included in any conditions by way of limitation to working hours only.***  No further applications were received for comment.  For information only:  ***Cornwall Council Decision Approved/Withdrawn:***  **PA21/12756** WITHDRAWN  Garden office with overspill accommodation in close proximity to listed building.  The Old Malt House Road From Morwenna Road To Woodville Road Shop Morwenstow EX23 9SJ .  **PA22/02569** APPROVED  Proposed Kitchen and Dining room extension  Cornakey Farm Morwenstow Bude Cornwall EX23 9SS. |
| 18. | Review arrangements for the Annual Parish Meeting on 25th May 2022 & meeting dates for 2022/23. ***As previously discussed the Annual Parish Meeting will resume the pre-covid format. Meeting dates all agreed.*** |
| 19. | Co-option of new Councillor. 1 seat to be filled by co-option. Candidates are: Dr Susan Teare & Mrs Christine Myers.*Both Candidates read a statement outlining why they would like to become a member of Morwenstow Parish Council. Dr Teare also presented a slide. Application forms had been previously distributed and considered. A secret ballot took place as per CALC guidelines.*  ***Congratulations go to Mrs Christine Myers, who was co-opted to fill the vacant seat for Morwenstow Parish Council. Thanks were expressed to Dr Susan Teare for attending the meetings and also completing the process. Dr Teare was asked to continue attending meetings.*** |
| 20. | Date of next monthly meeting – Wednesday 15th June 2022. |

The Chairman closed the meeting at 10:03pm.