Clerk: Sheridon Rosser – 07775 726 907

**Morwenstow Parish Council**

***Draft* Minutes**

Draft minutes of the monthly Parish Council Meeting held on

Wednesday 20th April 2022 at 7.30pm in the Community Centre.

Before the meeting opened – the Chairman took the opportunity to remind those present: Councillors & prospective Councillor candidates; of the committed roles and responsibilities of holding office as a Parish Councillor.

**2022/20/4.1** Attendance: Attended by Cllrs. J Hobbs (Chair) J Phipps (Vice-Chair) N Steer, K Boundy, G Worden, R Savage, J Payne & S. Rosser (Clerk). Four members of the public also attended – three of which are prospective new Councillor candidates.

**2022/20/4.2** Apologies were received and accepted from County Cllr. Tilbey who had a meeting with Scott Mann at the same time.

**2022/20/4.3** The previously circulated minutes of the Monthly Parish Council meeting held on 16th March 2022; along with confidential minutes of the same date, were approved and signed by the Chairman.

**2022/20/4.4** Matters arising from the minutes and updates: the consultant for the Tamara Project – Mark Owen, has spoken with Cllr. Boundy to expand on the consultation comments submitted by MPC. This was a positive telephone conversation where the comments were taken on board and have been furthered. An additional email has been received from Steve Church – he is writing the route for the project along with information of interest. Cllr. Boundy has been given these details. Since the comments were passed to the Consultant, a Parishioner has been in contact. Concerns have been raised over the main road crossing sections; and has queried if Landowners will be expected to fit any bills for repairs to paths, that are minimally used at present. **Clerk to send additional comments** – **for information.**

**2022/20/4.5** Disclosures: To receive declarations of interests from Members relating to items on the agenda in accordance with Morwenstow Parish Council's Code of Conduct. **Cllr. J Payne declared an interest in applications PA22/02569 & PA22/02570 and left the room while they were discussed. Cllr. R Savage declared an interest in PA21/06671 at the time of discussion – this application had not previously been listed on the agenda for disclosure at this point - it was published before receipt of application.**

**2022/20/4.6** Dispensations: **None received.**

**2022/20/4.7** 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. A member of the public spoke in relation to planning application PA21/06671 – the application was now found to be better in proportion. Reservations were still held in relation to the aspect of overlooking neighbouring property; and the dependency of the annex to the host dwelling.

**2022/20/4.8** To receive a report from our Cornwall Councillor**:**  Apologies were received – no report given.

**2022/20/4.9** Parish Maintenance and Matters for discussion:

1. Parish hedges – owner maintenance – this does not appear to have been addressed as promised. It is now not the season to complete the work, this item will remain on the agenda until it is no longer an issue.
2. To note completed tree log – **checked and signed by Clerk, no issues found**.
3. To note completed playpark log – **checked and signed by Clerk, no issues found.** DBS checks are progressing, all applications have been submitted – ID documents were seen by the Clerk, then registered on the online system after the meeting ended.
4. To agree acceptance of LMP/SWCP quotations/risk assessments – quotations from Kevin Sluggett & PSJ Garden Services were received for the same work as last year. Prices were slightly higher as anticipated, but within the parameters of the LMP & SWCP Cornwall Council funding offer. **Resolved: To accept quotations – Cllr. Boundy to complete the paperwork with the contractors and return to Clerk.**
5. To discuss toilets – (Duckpool) One person has come forward willing to carry out this task. The question was asked of the Chairman as to how much is being paid. The Chairman explained that costs have not been discussed, but could relay the previous offer of years gone by. A request of £25 per visit was suggested by the applicant. This cost is 3 x higher than previously paid. However, the Council did feel that it was a reasonable figure - given the remote location, and work involved. **Resolved: Clerk to respond to The National Trust to explain that after advertising the position, only one person has come forward and would require more remuneration. Enquire as whether they have anyone within the Trust who would carry out the role; or if they will be willing to contribute to the cost.**
6. State of roads – appropriate reporting procedures. At the last meeting the state of roads was addressed but no resolution was made. **Resolved: Agreed to report all matters to highways, passing on responsibility to the appropriate level - Clerk to report previously raised occasion to Oliver Jones. Note to go in the Hamlets again. Proposed: Cllr. J Payne – Seconded: Cllr. K Jones.**

**2022/20/4.10** To receive a report on the Bude Community Network Highway Scheme.The Highway Scheme has been issued. Morwenstow Parish Council's Expression of Interest suggestion of 'signing & lining' will be looked at in due course. This is scheduled for year 2 with an anticipated cost of £5,000. Proposals for Week St Mary, Launcells, Marhamchurch and Bude-Stratton will be taken forward in year 1. **There is a Teams meeting on Monday 25th April to go through the schemes. Cllrs. Hobbs & Worden and the Clerk will attend.**

**2022/20/4.11** To discuss Jubilee Celebrations – Number of commemorative mugs required update. Cllr. Phipps has received a steady flow of emails and messages requesting mugs. Numbers are around 60 now. Contact to be made with the School to check on the possible doubling up of names. Cllr. Phipps has been taking with Mrs Cole re events. **Posters need to be produced soon to advertise the Jubilee.**  The Oak trees have all been planted and are being watered as required. Wildflower seeds have been sown on verges and possibly need watering now with the dry weather. Possible attendance at the Platinum Jubilee Parade in Truro was discussed. It was felt that a decision should be made nearer the time. **Cllr. Phipps and the Clerk to check insurance requirements for events and produce risk assessments.**

**2022/20/4.12** Review of policies: Standing Orders had been read by Councillors before the meeting. A comparision document had been supplied to show the differences between the existing standing orders and the latest model standing orders from NALC. **Resolved to adopt the newer version. Clerk to add the 'additional standing orders' section before formal adoption in May.**

**2022/20/4.13** Review of the Risk Register for the Internal Audit. **Risk Register was viewed and agreed, checked by the Clerk & Chairman prior to the meeting.**

**2022/20/4.14** Discuss the merits of submitting an expression of interest to the Community Infrastructure Levy. Funding available from £20,000 - £100,000 for infrastructure projects benefitting children and young people. **No suggestions at present. Item to be added to matters arising for the May agenda.**

**2022/20/4.15** Two Cross border consultations for consideration – 1) North Devon and Torridge draft Affordable Housing Supplementary Planning Document (SPD) and a joint Validation Checklist – Requirements for Planning Applications – closing date Friday 13th May 2022. 2) North Devon and Torridge Housing and Economic Land Availability Assessment – Friday 29th April 2022. **Resolved: This was deemed not relevant to the parish to establish a working party to respond. The Parish Council are mindful if the opportunity arises for a consultation in Cornwall; to ensure that infrastructure is at the forefront of any response.**

**2022/20/4.16** Western Power Fund **-** <https://www.westernpower.co.uk/community-matters-fund> this is a project responding to people suffering with their mental health due to loneliness and/or social isolation. Any suggestions to put forward – closing date 24th April 2022. **Resolved: No suggestions came to mind, it was felt that this is more aimed at bigger Parishes and Towns. Suggestion made to ask C. Cllr. Tilbey to look at this as a 'Ward'. Clerk to make request to C.Cllr. Tilbey**.

**2022/20/4.17** Broadband update for Woodford. Advice was sought from the working party who have been striving to get fibre broadband supplied to Woodford. Costs have reduced dramatically to £28,000 from a staggering £117,000. This is a lot of money but 'gigabit' vouchers are available from the government. Potentially all of this cost can be covered in government vouchers. 'Funding in principle' has been applied for to see if enough residents will come forward to cover the costs. If not enough do this – nothing is lost - other than having to wait up to 5 years for fibre broadband. Vouchers are worth up to £1,500 per household/£3,500 per business; and just require the applicant to take out a 12 month broadband contract with a supplier of their choosing - once the service is available.

**2022/20.4.18** Funeral discussion group update – response from Bude Area Community Network Panel said that it was not necessary to have had a confidential session after all. All results would be made public in due course. Morwenstow Parish Council felt that there were no issues in the parish in the foreseeable future. **Resolved: To not take part in the process.**

**2022/20/4.19** Working party required to further playing field lease for Morwenstow AFC including proof of ownership of the playing fields to satisfy the Football Foundation grant scheme. **Resolved: The Chairman and Clerk to adapt a NALC template for Allotments to fit the purpose.**  The Chairman has chased the solicitors for several months and not got any response. The Clerk is to carry out a Land Registry search to fulfil the purpose of the ownership requirement. Expense to be claimed back in due course. Anticipated cost £3.00 for a certificate. The lease is anticipated to be available before the new football season. Members were asked what they felt would be a good use of the unused land at the South of the site. No suggestions at present.

**2022/20/4.20** Correspondence:

1. Morwenstow Methodist Church – thank you card for the donation

2. RoSPA – Confirmation of playpark inspection for April

3. Woodford Broadband – FTTP scheme via residents – *quotation has been formally accepted see item 17*

4. CALC: a) Online NALC courses

 b) Homes for Ukrainians

 c) Yearly membership invoice

 d) Cornwall Community Governance review – doesn't affect MPC

 e) Clear days for Easter holidays when publishing the agenda

 f) round up of various items

5. Cornwall Council:

 a) Committee Updates and Minutes – East Area sub committee, nothing relating to MPC

 b) Healthworks for Cornwall (Launceston)

 c) Introduction from new Community Link Officer – Chris Sims & CIL funding opportunity

 d) Planning System – down time, dates passed

 e) Streetworks – Emergency road closure – Woolley to Gooseham, on website and Facebook page

 f) Funeral provision discussion group response from Bude Area Community Network - *see item 18*

 g) Platinum Jubilee Parade invite (Truro) – open to all group representatives of the parish

 h) Bude Area Community Network Highway scheme proposal and 2022/23 meeting dates

 i) DBS checks scale of fees update

 j) Closure of investigation – re Middlefields – *no further action*

 k) Complex needs & collaboration workshops – date passed

 l) Western Power Distribution Loneliness funding – closing date 24th April (*on website)*

 m) Cornwall Youth Council Invite – (*on website)*

 n) Press release for youth funding opportunities – (*on website)*

 o) Street names & Jubilee proclamation in Cornish

 p) remote access scams & trading standards scams – *(on website)*

 q) Ukraine update – (*on website)*

 r) Town & Parish Council News – **Cuts to bus services in Morwenstow were raised – significant advertising has taken place recently to promote the reduced cost of bus fares. It does not mention the cut to the service on a Saturday for Morwenstow. Routes are noted to not be of any real use to users. Cllr. Worden was asked to investigate further as Transport portfolio holder and to report back at the May meeting.**

6. Zurich – insurance for Jubilee events – being looked into by Cllr. Phipps & the Clerk

7. Website enquiry – offer of services for garden maintenance – *details retained*

8. Volunteer Cornwall Newsletter & certificate of appreciation

9. Parishioner call – re planning permission – directed to Cornwall Council

10. PKF Littlejohns – External Audit Instructions

11. South West Coast Path – April on the Coast

12. Cornwall Hospice Care – donation request – **Resolved: to consider in November with other grant requests**

13. Rural Services Network Bulletin x 4

14. Citizens Advice – update on service users & [spring newsletter](https://citizensadvicecornwall.org.uk/wp-content/uploads/2022/04/Citizens-Spring-2022.pdf)  *(on website)*

15. Cornwall Community Land Trust – Webinar invite on affordable housing – Weds 27th April

16. Cross Border – North Devon – Housing and economic land availability assessment

17. Parishioner email – existing planning permission enquiry – directed to Cornwall Council

18. Parishioner email – concerns regarding St. Marks Primary School.  **Morwenstow Parish Council are aware of changes taking place and wish the school well. St. Marks is not under any jurisdiction of the Parish Council.**

**2022/20/4.21** Finances**:** To confirm accounts spreadsheet with bank statements and agree payments due. **Resolved: Statement of accounts as at 31st March 2022 were agreed and signed by two Councillors. Invoices were agreed and cheques signed for the following: Aquiss, Broadband for April - £30, Cornwall ALC, Annual membership - £399.75, D & I Bridgman, Woolley noticeboard repair materials - £59.28 & Bude Computers, Annual Bullguard virus protection and service - £45.00. End of year budget spend was agreed in preparation for AGAR statements.**

**2022/20/4.22** Planning**:**

***Applications received for consultation by members to agree a consultee response to be submitted to Cornwall Council:***

**P1** PA22/02569

**Proposal:**  Proposed Kitchen and Dining room extension

**Location:**  Land East Of Cornakey Farm Morwenstow Bude Cornwall EX23 9SS

**MPC Comments:** Morwenstow Parish Council support this application.

**P2** PA22/02570

**Proposal:** Proposed conversion and extension of barn to create a dwelling/holiday let

**Location:** Cornakey Farm Morwenstow Bude Cornwall EX23 9SS

**MPC Comments:** Morwenstow Parish Council support this application.

**P3** PA21/06671

**Proposal:** Erection of annexe ancillary to 3 Jacques Cottages.

**Location :** Land North of 3 Jacques Cottages Morwenna Road Shop

**MPC Comments:** Morwenstow Parish Council welcome the alterations, of which enable the Council to now support this application. However, the Parish Council would like to reiterate the issue of loss of street parking; and would be pleased to see the inclusion of obscured glass in the South facing doors.

**P4** Any planning application received from Cornwall Council prior to the meeting.

 PA22/03314 – Received the day before the meeting. Extension of time requested to the next meeting as a large application and not sufficient time to consider the documents fully. Time extension agreed by the planning officer. Full application for the construction of five detached dwellings.

For information only:

***Cornwall Council Decision Approved:***

*PA21/10934 APPROVED WITH CONDITIONS
Applicant: Mr RB Savage
Location: Land East Of Rectory Farm Crosstown Morwenstow Bude Cornwall
Proposal: Proposed shepherds hut for holiday use*

*PA21/12002 APPROVED WITH CONDITIONS*

*Applicant: Mr S Braund*

*Location: Sanctuary Farm Morwenstow Bude EX23 9HS*

*Proposal: Proposed shepherd hut*

*PA22/01371 APPROVED WITH CONDITIONS*

*Applicant: Mr S Lampey*

*Location: Darwood Shop Morwenstow Cornwall EX23 9SL*

*Proposal: Construction of Shed*

***There being no further business – the Chairman closed the meeting at 9.10pm***