



Morwenstow Parish Council

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**Draft** Minutes of the Monthly Parish Council Meeting held on Wednesday 20<sup>th</sup> September 2023 at the Community Centre at 7:30pm.

1.	Attended by: Cllrs. J Hobbs (Chair), N Steer, C Myers, G Worden, J Phipps, K Boundy, J Payne, R Savage, two members of the public & S Rosser (Clerk).
2.	Apologies for absence were received and accepted from Cllr. K Jones & C.Cllr. Tilbey.
3.	Public Participation: The two members of the public came to speak regarding item 11. This item was discussed after item 6.
4.	Disclosures: Cllr. Payne declared an interest in item 17. PA23/07039 with a family member having submitted the application. Later upon discussion of that application, it was also noted the property owner carries out work from time to time for the Parish Council.
5.	Dispensations: To consider requests from Members for dispensations – none were received.
6.	The previously circulated minutes of the Monthly Parish Council meeting held on 19 <sup>th</sup> July 2023 were approved and signed by the Chairman.
7.	Matters arising from the minutes and updates – for information only – Tamara Project details to feature in Hamlets & additional Highways item, included below in C. Cllr. Tilbey’s report.
8.	To receive a report from our Cornwall Councillor: Shorne Tilbey. A short report sent to the Clerk prior, was read out by the Chairman. Full Council met yesterday – it was a quiet affair nothing to report that immediately effects our Parish, and the same at last Friday’s Devon & Cornwall Police Panel. I shall offer at the next Parish Council - a full update on Cornwall Council work programme / budgets including the Overview & Scrutiny Committee,s on which I sit including Devon & Cornwall Police Crime Panel. Road signage proposals from Oliver Jones for Woodford were presented on screen. <b>Councillors resolved to accept the signage suggestions; but feel that the locations need to be moved to more practical positions, allowing drivers of said vehicles more chance to manoeuvre.</b>
9.	Parish Maintenance and Matters for discussion: <ul style="list-style-type: none"> <li>a) Parish hedges &amp; highways; Cornwall Council to be made aware of level of workmanship required for this job – <b>the Clerk is to send a map and photos to Oliver Jones to highlight this.</b></li> <li>b) Village Greens &amp; Common Land; discussion was held regarding Gooseham Green and Woolley Green. <b>Debate followed on the parliamentary act of 2006 allowing utilities to subterraneously install services without permission or prior notices for the enjoyment and recreation of the Parishioner.</b></li> <li>c) To note completed tree log; <b>checked and signed, nothing to note although a visit from the Arboriculture officer is due in the summer of 2024.</b></li> <li>d) To note completed playpark log; <b>checked and signed, a strut is missing from the left-hand side of the shelter.</b></li> <li>e) To note completed overall grounds log; <b>checked and signed.</b></li> <li>f) Request expression of interest from interested parties for ongoing maintenance for 2024 – notice for Hamlets; <b>resolved to ask contractors to express their interest in works by November for pricing in February.</b></li> <li>g) Tamara Project Feedback. Guide Books not received yet as demand was exceeded – new print run expected soon. Funding was from the lottery and Heritage funding. <b>It was resolved to invite Mark Owen to give a presentation of the Tamara Project at the next open meeting in May 2024.</b></li> </ul>
10.	Health & Well Being Project Update: Proposal from Steering Group for consideration. – shown on screen. Positive feedback had been received verbally from Helen Blacklock (Planning officer). Positive response from a potential contractor also in so much as the surfacing of the pump element could be changed to reduce cost, with inclusion of a bi-annual maintenance contract to ensure good upkeep going forward. New drawings are being created. The skating group are to be asked what would make best use of the area allocated. Schedule of time and potential future meetings: Wednesday 20 <sup>th</sup> September - presentation of the new plan to the Parish Council for approval ( <b>this was accepted by the Councillors</b> ). A question was asked of the surfacing of the court – this can be explored. <b>Monday 9<sup>th</sup> October – Public meeting</b> .....if all are happy, prepare planning application for submission. Wednesday 18 <sup>th</sup> October – monthly parish council meeting – decisions to be ratified. Thursday 19 <sup>th</sup> October – planning application to be submitted. January 2024 – decision would expect to have been issued. Monday 8 <sup>th</sup> January 2024 – steering group meeting to ascertain funding bids. There would still be time to apply to the year 2

	<p>Community Levelling Up funding.</p> <ul style="list-style-type: none"> <li>• Fitness Equipment: now installed – maintenance/checking regime required. Equipment is being numbered to make the record keeping easier – <b>Cllr. Jaik Payne to add to his overall grounds check. Clerk and Cllr. Payne to finalise.</b></li> <li>• Tommy Tractor: Installed – grant money received.</li> <li>• An extra insurance cost for the new items has been incurred – as discussed at the July meeting. This was lower than previously quoted as items installed later than anticipated - £112.19 (in finances – item 16).</li> </ul>
11.	<p>Defibrillator – Sarah &amp; Kingsley Bryant joined the meeting to discuss the existing defibrillator at Morwenstow Community Centre. This particular defib will expire from its contract in March 2024. Morwenstow Football Club have previously sourced funding twice for this defib over the last 7 years of its installation (this particular model needs replacing every 4 years). Alternative supply and funding will be required going forward. The Parish Council are happy to support another group/club to install a new defib, but cannot take it on as a stand-alone project of the PC. Previous investigation into this by the Chair and Clerk revealed a need for a costly maintenance contract to cover the machine and any liability. This would not be an expectation or requirement of a non-public body. Conversation has been had with David Savage re the United Charities (UC) becoming involved with match funding, as they have with others in the Parish. This can be explored further; but the UC did not agree to contribute to any upkeep of the defibs. There may be funding from Cornwall Council possible, further details are awaited. Sarah agreed to go back to Jay's AIM charity to clarify any possible liability claims.</p>
12.	<p>Neighbourhood Plan: The map of NP's in Cornwall was shown on screen – at varying stages. If the PC decided to do this, it would require a referendum. The PC would need to head this up with more and more steering groups to pick out the pieces and feed back to the PC. It <i>can take</i> between 5 – 8 years to complete a plan, this is a big commitment of both money and voluntary time. In November 2024 it is scheduled for a Neighbourhood Priority Statement to replace a NP. It was resolved to wait until this becomes an obligatory requirement, as it appears to be a better route to take. It was noted that the PC would like to encourage pre-application enquiries from applicants.</p>
13.	<p>Planning portfolio holders – terms of reference going forward was discussed. With feedback from CALC it was resolved to put some more 'substance on the bones' so to speak before the role is made official. It needs to be from a lay person's perspective and there are issues to work through. Additional suggested requirement for the role is to ensure that yellow site notices are up and are there for the prescribed 21-day period.</p>
14.	<p>Training available: A number of opportunities are available within the Training Bulletin – particularly planning. No-one took any courses at present but requested that this be re-circulated by the Clerk. <i>This has been done.</i></p>
15.	<p>Correspondence:</p> <ul style="list-style-type: none"> <li>* Cornwall Council: East Area Sub Committee/Strategic Planning Committee updates; Town &amp; Parish Council Bulletin x3; Planning officer correspondence; Weekly planning lists; Consultation letters x2; CAPS various; Planning officers correspondence; Occupational H&amp; WB; affordable housing newsletter; Streetworks x 8; Building Control Technical advice re H&amp; WB Project; Forest for Cornwall; Local Area Energy Plan; Localism various; supplier payment; directional signage follow up; Clean Cornwall Newsletter 6; Public Consultation for Licensing; Peninsula Transport; new food waste, recycling &amp; rubbish collection.</li> <li>* Cornwall ALC: Training opportunities; AGM 24/10/23 7pm Truro; views on Model Financial Regulations; <b>Online Budget Update for CC 12/10/23 10am Online</b>; Let's Talk Water – Date passed; D-Day Anniversary Poster/Guide 6/6/24; Open Spaces Society training; Training bulletin update; CALC Executive Board Vacancies.</li> <li>* NALC – Events; Newsletters; CEO Bulletin; job listings.</li> <li>* Rural Service Network &amp; Funding digest.</li> <li>* Parishioner Emails &amp; Calls: Mainly re Woolley Village Green/Road Closure –</li> <li>* Bude Climate Jury Invite</li> <li>* RCHT Annual Meeting</li> <li>* Zurich – additional cost invoice for cover of outdoor fitness equipment</li> <li>* HMRC newsletters and updates.</li> <li>* National Lottery update request re-funding bid for skate/pump track</li> <li>* Information Commissioners Office</li> <li>* South West Coast Path Newsletter – August &amp; September.</li> <li>* Robert Burrow – funding request on behalf of Morwenstow Patronal Festival</li> <li>* Volunteer Cornwall – August</li> <li>* Robert Larter – notice that he will no longer be offering internal audit services.</li> </ul>
16.	<p>Finances:</p> <ul style="list-style-type: none"> <li>• The accounts spreadsheet along with bank statements, were checked and signed by Cllrs. Steer &amp; Savage. The following payments due were agreed with the invoices being checked and signed by Cllr. Hobbs. The cheques were signed by Cllrs. Boundy &amp; Phipps. Aquiss: Broadband for August - £32.00 &amp; September £32.00; Parish Magazine Printing: Hamlets for August/Sept - £51.64; Zurich Insurance: additional premium £112.19; Kevin Sluggett: Hedge trimming - £ £1140.00 &amp; £45.60; Chadds: toilet rolls &amp; paper towels - £51.12 &amp; £47.83; S Rosser: salary June – Aug + expenses £1671.44; PSJ Garden Services: SWCP Trimming and Footpath trimming - £1500.00 &amp; £1420.40.</li> </ul>

Bank reconciliation at 31<sup>st</sup> August 2023

Balance as at 31/07/2023	- £19,667.29
Plus income (cash from Coronation mugs)	- £ 147.00
Less expenditure	- £11,320.85
Balance as at 31/08/2023	- £ 8,493.44
Bank statement as at 31/08/2023	- £ 8,493.44
Less outstanding payments	- £ 0
Business reserve balance as at 30/06/2023	- £10,114.39
Total funds held as at 31/08/2023	- £18,607.83

- The budget was reviewed and found to be at the expected level for this time of the year.
- Notice of requirement for a new auditor was received. The existing auditor is no longer carrying out this work. The Clerk is to ascertain costs, some have already been obtained ranging from £40 - £200. Further investigation required.

17. Planning:
- Applications received for consultation by members to agree a consultee response to be submitted to Cornwall Council:*
- P1** [PA23/05202](#) | The erection of an agricultural storage shed | Land At Shop Bude EX23 9SQ –
- MPC Comments:** Morwenstow Parish Council would like to be able to support any business going forward; but have reservations about this application.
- We feel that access is completely unsuitable; and in fact dangerous. We ask that Highways do not use a desktop survey, but attend a site meeting with the Parish Councillors. The map does not represent the current state of overgrown foliage; which is a result of the neglect for maintenance over many years by the custodian of the overall site.
- We feel that the building suitable for agriculture - as it is, is large for the small amount of acreage there is at the site. We feel that the County Land Agent should be consulted to ascertain whether the finances produced, are in fact viable. The Parish Council has shown concerns going forward that the business may struggle, therefore leaving opportunity for the building to become a 'Q Application'. This could set a precedent for the other 34 enclosures on this site, of somewhat sporadic development.
- There does not appear to be any yellow site notice displayed; one may have been present, but is no longer and hasn't been there for the required statutory timescale. We would like to bring an enforcement investigation case to your attention from May of this year - reference: EN23/00592.
- Recommendations from the pre application advice from 2021 were to consult with Morwenstow Parish Council and the Ward Member. No consultation with the Parish Council has taken place, regarding any proposal going forward.
- P2** [PA23/07039](#) | Proposed extensions | Ciseley Woodford Bude Cornwall EX23 9JD
- MPC Comments:** Morwenstow Parish Council would firstly like to note that the owner of this property, carries out work from time to time for the Parish Council.
- Having reviewed the plans, Morwenstow Parish Council do not have any objections.
- Cllr. Payne left the room while this discussion took place.*
- P3 Any other planning application received from Cornwall Council.**
- Planning application PA23/05306 was received from Cornwall Council prior to the meeting. However, there was insufficient time to advertise this and consider the documentation fully. Therefore, a planning meeting has been arranged on Wednesday 4<sup>th</sup> October at 7pm.
- For information only:
- **Awaiting decision:**
- [PA23/05690](#) – Certificate of lawfulness for the existing use to confirm the lawful use of land as residential curtilage from 1984 – 2009. Land between Foxhaven and Meadow View Eastcott Bude Cornwall.
- **Cornwall Council Decision Approved/Withdrawn/Refused:**
- [PA23/06175](#) | Non-material amendment to decision PA18/07700 dated 13.11.2018 to change to the roof design for Phase 2 of the proposed building from barrel to pitched. | G C H Q Woodford Bude EX23 9JJ - *Approved*
- [PA23/04971](#) - Erection of a polytunnel Land West Of Nor Park Morwenstow Bude Cornwall EX23 9PP - *Approved*
- [PA23/04334](#) - Listed building consent for internal layout amendments and enclosure of rear courtyard. Eastaway Manor Morwenstow Bude Cornwall EX23 9JQ - *Approved*
- [PA23/04333](#) - Internal layout amendments and enclosure of rear courtyard. Eastaway Manor Morwenstow Bude Cornwall EX23 9JQ - *Approved*
- [PA23/04221](#) – Construction of five detached dwellings – Land East of West Beckon Close Shop Morwenstow Cornwall – *Refused*
- [PA23/01922](#) | Enhancement of Morwenstow Playing Fields facilities by way of installation of an all weather multi-use pitch

	<p>with floodlighting, and adjoining installation of a pump/skate track with asphalt surface.   Community Centre Road From Morwenna Road To Woodville Road Shop Morwenstow Bude Cornwall EX23 9SL – <i>Withdrawn</i>.</p> <ul style="list-style-type: none"> <li>• <b>Pre-Application Advice given:</b>  <a href="#">PA23/00874/PREAPP</a>   Pre application advice for erection of a detached single storey dwelling and detached garage with formation of vehicular crossover and onsite parking   Land North Of Lower Brownspit Farm Gooseham Bude Cornwall EX23 9PH.</li> </ul>
18.	<p>Date of next Planning meeting – Wednesday 4<sup>th</sup> October 2023 at 7pm.  Date of next monthly meeting – Wednesday 18<sup>th</sup> October 2023.</p>

An additional item to note that was not part of the agenda was news that the Post Office services to Morwenstow have been cut. The Parish Council were not notified formally, but have ascertained that the new hours are 11am until 1pm on a Thursday only. This will be advertised in the Hamlets.

With there being no further business – the Chairman closed the meeting at 9:35pm.