



Morwenstow Parish Council

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**Draft** Minutes of the Monthly Parish Council Meeting; held at 7:30pm on Wednesday 20<sup>th</sup> March 2024, at the Community Centre.

1.	To note attendance: Cllrs. J Hobb (Chair) J Phipps (Vice-Chair) K Boundy, G Worden, N Steer, C Myers, J Payne, K Jones, R Savage, S Tilbey & S Rosser – the Clerk.
2.	To receive apologies for absence: <b>No apologies were received.</b>
3.	Public Participation: <b>No members of the public were present.</b>
4.	Disclosures: <b>Cllr. Hobbs – Planning application PA24/01773.</b>
5.	Dispensations: <b>None were required.</b>
6.	The previously circulated minutes of the Monthly Parish Council meeting held on 21 <sup>st</sup> February 2024 were <b>approved and signed</b> by the Chair.
7.	Matters arising from the minutes and updates – for information only. Framed portrait of His Majesty The King has been requested, no dispatch notification as yet. Contract accepted for Citron Hygiene.
8.	To receive a report from our Cornwall Councillor: Cornwall Councillor Tilbey gave a report of his recently attended meetings. The Children & Families Overview & Scrutiny Committee are progressing with Family Hubs, this is a fixed place to go for support. Bodmin & Launceston are currently the nearest places offering this. The wheels are in motion for a centre for Bude. Special educational needs provision is working well. Plans are underway for the keystone 5 group (ages 16 – 19) to encourage apprenticeships in the workplace for vocations. The Community Chest fund has supported the Patronal Festival & Born to be Wild. The remaining balance was given to Cornwall Air Ambulance. There is a SACRA meeting in Truro to be attended on Thursday 21 <sup>st</sup> March – further details will be relayed at the April meeting. C.Cllr. Tilbey wished to record thanks to Peter Roberts for helping to clear a fallen tree that morning, it had been blocking the main road to Shop.
9.	Parish Maintenance and Matters for discussion: <ul style="list-style-type: none"> <li>a) Parish maintenance &amp; hedges: bridge collapse between Woolley &amp; Hackmarsh was reported - received notification that it is shut between 19<sup>th</sup> March and 26<sup>th</sup> April. The Clerk was asked to write to the owners of Heathfield to make them aware of the damage that overhanging trees are causing to vehicles. <i>Update on defib</i> – new contact details received for Steve Matthews replacement. Cllr. Hobbs called SWAST and still awaiting confirmation in writing of defib gifting. Cllr. Myers reported that the Morwenstow United Charities are prepared to match fund defibs for Shop and Woodford, along with match funding of pads and batteries.</li> <li>b) To note completed tree log; <b>checked and signed by the Clerk – nothing to report.</b></li> <li>c) To note completed playpark log; <b>checked and signed by the Clerk – nothing to report</b> further funding opportunities aren't available directly to the Council at present.</li> <li>d) To note completed overall grounds log; <b>checked and signed by the Clerk – nothing to report.</b></li> <li>e) To note completed outdoor fitness equipment log; <b>checked and signed &amp; retained by the Clerk.</b></li> <li>f) Local Maintenance Partnership /South West Coast Path – Amounts offered from CC: LMP £2745 (increase of £121.26) SWCP £1537.45 (increase of £135.39) Quote from K. Sluggett LMP- £1014.00 + VAT, Quote from PSJ – LMP £1544.90 (within budget) SWCP £1650 (£112.55 over budget) <b>Acceptance form signed and returned to the Clerk from Cllr. Boudy for return to Cornwall Council.</b></li> <li>g) Noticeboards; no action has been taken as yet on repairs. PC noticeboard at Men's Institute is now letting in water. <b>Cllr. Steer agreed to take a look at the PC noticeboard</b> – Clerk to pass on the key. Other repairs in hand.</li> <li>h) Public Toilets &amp; Duckpool Toilets; <b>Date for Painting needed to be rearranged This will now be 25<sup>th</sup> April at 6:30pm. The National Trust wish for Duckpool toilets to reopen on Good Friday under the same arrangement as per last year until end Oct</b> – 30 weeks x 2 cleans = £1,530 + toilet rolls and cleaning products.</li> <li>i) Invasive species survey request – currently out for Parishioner inclusion – no update as yet – it is early yet for growth.</li> <li>j) Flag pole – steel is awaited to complete the repair – next flag flying date: 9<sup>th</sup> April.</li> <li>k) Tender requests – Parish Maintenance – and toilets. Aunt Amy's Garden - £200, Duckpool toilets £25.50 per visit. Public toilets £1304.24 for the year. The Playing Fields grass cutting will be the same cost as last year. <b>Resolved to accept all tenders.</b></li> </ul>
10.	Health & Well Being Project Update: <i>The Expression of Interest form for funding from the CLUP fund has been completed &amp; submitted – no news on this as yet though. If the EOI is not successful we have until 20<sup>th</sup> April to apply to CC CIL fund for up to £100k; but we would not know if we were successful until December, so this would mean a 2025 delivery or looking for funds elsewhere. The procurement process is being completed at present, in readiness of funding applications. Quotations coming in</i>

	<p>for the MUGA, no interest in the pump track as yet other than the original quotation. <b>Further action to be taken when possible. C.Cllr. Tilbey to follow up with the EOI application.</b></p>						
11.	<p>Report of Bude &amp; Cornwall CAP Meeting from the Clerk: This was a well-attended meeting. It was also attended by Peter Marsh – Cornwall Council Service Director who has been attending various CAP meetings. Partner Updates were issued by the Police and the Health, Voluntary &amp; Community sectors. Best practice was shared ‘Don’t heat the streets’ by Jackie Diffey of Sustainable Bude. CAP funds have been issued to three major projects. Two being in Camelford and one at Budehaven School. <a href="#">Healthy Cornwall</a> is offering free training sessions (links to be shared). Full minutes of the meeting will be available from Cornwall Council on the CAP website once available.</p>						
12.	<p>Review of policies and various documents for GDPR &amp; year end: <b>All been circulated other than the risk assessments – these were discussed in more detail below.</b></p> <p>Review of Policies: General Privacy; Financial; Equality &amp; Diversity; Environmental – <b>these policies were reviewed and accepted.</b></p> <ul style="list-style-type: none"> <li>• Review of the Risk Register for the Internal Audit</li> <li>• Review of Register of Assets for insurance purposes</li> <li>• Review of Data Asset Register and Retention Policy –<b>REVIEWED IN FULL, ON SCREEN as per auditor request last year</b></li> <li>• Review of the effectiveness of internal controls</li> <li>• Review of Risk assessments. – <b>Toilet risk assessments were set up as part of the covid re-opening, these will now form part of a monthly check. These will be carried out by Cllr. Worden and recorded in the minutes.</b></li> </ul> <p><b>The internal audit has been arranged with Mrs Joyner; this will be available for the May monthly meeting.</b></p>						
13.	<p>Hawker Celebrations update from Cllr. Phipps: A lot of different organisations within the Parish are involved. There is now a focus around the weekend of 15<sup>th</sup> – 17<sup>th</sup> August. Plans involved memorabilia and possibly a mock Hawkers Hut in the Hall. The next meeting will be on 22<sup>nd</sup> April. The Parish Council are happy to support plans.</p>						
14.	<p>Speakers for the Parish Meeting on 22<sup>nd</sup> May 2024. <b>Cornwall Air Ambulance pleased to attend. Devon Wildlife Trust uncertain at the moment if anyone could come. No luck with speaking to RNLI as yet.</b></p>						
15.	<p>Training available: Number of opportunities within the Training Bulletin – available to all Councillors – see <a href="#">Calendar</a>. Introduction to Neurodiversity. Free Climate Change Training in March &amp; April. <b>New training dates were released since publication of the agenda, emailed to Cllrs. by Clerk. No opportunities taken up at present.</b></p>						
16.	<p>Correspondence:</p> <ul style="list-style-type: none"> <li>* Cornwall Council: Town &amp; Parish Council Newsletter; CAPS action notes, agenda &amp; associated material; positive planning newsletter; road closure intention (15/4 – 23/4); strategic planning agenda and update; east area sub planning committee agenda; CIOS Good Growth Fund Update; Oliver Jones – Bridge collapse; LMP/SWCP; C.Cllr. Tilbey – x2; Affordable Housing; CLUP E.O.I. Receipt; 2024 Cornwall Planning Partnership; Drive EV E.O.I Receipt; Housing update; Localism; Neighbourhood Planning Newsletter.</li> <li>* Cornwall ALC: Training opportunities; Safer Cornwall Newsletter; Notice of meeting days for Easter; NALC legal update; Call for Commissioners; CPP invite; D-Day Peace Flag; Neurodiversity Training.</li> <li>* NALC – Events; Newsletters; CEO Bulletin; job listings.</li> <li>* Cubiquity – Re King Charles III Portrait</li> <li>* Various Emails re Health &amp; Wellbeing Project</li> <li>* MCC – 2025 Calendar Competition Poster</li> <li>* Newsletters and updates from Information Commissioners Office; HMRC; Volunteer Cornwall; South West Coast Path; Rural Service Network; Clean Cornwall.</li> <li>* North Kernow Housing</li> <li>* DHSC Defib Grant</li> <li>* <a href="#">NHS Cornwall together bulletin</a></li> <li>* Age UK Royal Cornwall Show Coach Tri</li> <li>* Parishioner emails:</li> <li>* Zurich – D-Day events notification</li> <li>* GWR – Customer &amp; Community Improvement Fund.</li> </ul>						
17.	<p>Finances: The accounting spreadsheet had been distributed to Councillors prior to the meeting. All payments were agreed as per the schedule. The invoices were checked and initialled by Cllr. Hobbs, the cheques were signed and initialled by Cllrs. Boundy &amp; Phipps. Cllrs. Payne &amp; Savage checked and signed the bank statements.</p> <p>Invoices paid were as follows: Aquiss – Broadband: £32.00; Parish Magazine Printing – Hamlets for Feb: £55.40; Cornwall ALC Ltd – Training: £36.00; Citron Hygiene – Public toilets sanitary items: £406.98; Chadds – Toilet rolls: £27.05; Mrs S Francis – public toilets maintenance and cleaning: £323.66; Mrs S Rosser – Clerk salary &amp; expenses: £2034.07; Morwenstow Community Centre Committee – Hall hire/storage &amp; electric/water for year: £353.67.</p> <p><a href="#">Bank reconciliation at 29<sup>th</sup> February 2024</a></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Balance as at 31/01/2024</td> <td style="text-align: right;">- £10,187.00</td> </tr> <tr> <td>Plus income (LMP from Cornwall Council)</td> <td style="text-align: right;">- £ 110.00</td> </tr> <tr> <td><b>Less expenditure</b></td> <td style="text-align: right;"><b>- £ 657.00</b></td> </tr> </table>	Balance as at 31/01/2024	- £10,187.00	Plus income (LMP from Cornwall Council)	- £ 110.00	<b>Less expenditure</b>	<b>- £ 657.00</b>
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Balance as at 29/02/2024	- £ 9,640.00
Bank statement as at 29/02/2024	- £ 9,640.00
Less outstanding payments	- £ 627.86
Business reserve balance as at 31/12/2023	- £10,186.22
<i>Total funds held as at 29/02/2024</i>	<i>- £16,717.84</i>

18. Planning:  
**Planning Partnership Invite** – *The invitation was discussed. It was resolved for the Clerk to ascertain whether Cllr. Tilbey could apply for the role with being a Cornwall Councillor as well as a Parish Councillor. Depending on the response – another member may be put forward. Clerk to relay the response when available.*

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

**Cllr. Hobbs left the room, Cllr. Phipps took the Chair.**

PA24/01773 | Kitchen extension. | Woodford Methodist Church Woodville Road Woodford Bude Cornwall EX23 9HZ

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

**RE-CONSULTATIONS:**

[PA23/10091](#) | Erection of an agricultural building. | Land North East of Woolley Morwenstow Bude Cornwall EX23 9PW

**MPC Comments:** The Parish Council are grateful for the re-consultation on this application; following receipt of further detailed information. The Council's first response is still valid. The further information provided on the applicants' 'enterprise' is very minimal and raises questions around future sustainability. British Wool report wool prices remain very low per kg, business records were not available to evidence the commercial wool sales viability. This raises questions of likelihood of a Q application being made on the building in the future. This would not be deemed sustainable or suitable development for the open countryside, if that were to happen.

With Members local farming knowledge, they are aware of the ground conditions of these fields. It is considered that an access track is a necessity; it should be part of this application, and not added at a later date if 'it is felt to be needed'.

Concerns still remain around the suitability of the building. Usual farming practices would see a Yorkshire boarding (or equivalent) shed to house sheep; expecting the sides of the building to be ventilated, without the need for so many personnel doors. The proposed building is more suited to machinery & feed storage only. The Council are aware of m2 per head requirements for livestock housing and have concerns that these plans could fall short. There is no mention of lighting in the application, while it is a requirement of the Welfare of Farm Animals Regulations.

If minded to approve this application; the Parish Council still request that the Officer has sight of all the relevant documentation previously mentioned; as without this, no viable farming business can legally take place.

[PA24/00304](#) | Erection of a new barn, sized 6 meters by 12 meters on a concrete base. | South Woolley Orchard Woolley Bude Cornwall EX23 9PP

**MPC Comments:** Morwenstow Parish Council would like to be able to support any new venture and feel that the camping in the 6-week period could be welcome. The need for a building is understood. However; the Council would feel more comfortable with a mono pitch roof. No higher than 4m; and feel that this is the maximum size building (as per the footprint of the application), that could be placed in this small but species rich environment. We would request that any shed installation; should this application be approved, be juniper green in colour.

For the welfare of any livestock that may be kept on the land - the Parish Council would like to be made aware when the applicant is residing in Kilkhampton.

[PA24/00899](#) | The erection of an agricultural storage shed. | Land at Shop Bude EX23 9SQ

**MPC Comments:** The previous comments of PA23/05202 still stand, as do the first comments of this current application.

While we are pleased that the applicant has been planting trees, we do not feel that it is a like for like comparison with lavender requiring a ph. soil level of 6.5 and upwards, and silver birch trees growing well in many places with ph. levels between 4.5 & 6.5. The nutritional needs of both plants are very different.

The established access as it is, has already been deemed unsuitable. We understand that the applicants unauthorised road signage is under review of the Highways Officials. To our understanding; the other entrances that are being offered as 'suitable' are not under the control of the applicant either, so it would not be possible to make changes to these. If another entrance is sought - it should form part of the application, for validation of the Highways Officer. All of these entrances meet a national speed limit highway. Visibility requirements for this speed of road are set at 2.4m back from the road with 215m of visibility in both directions. This is not achievable currently, and would cause a huge detriment to the biodiversity with the removal of existing hedges.

We thank the Officer for the re-consultation, but do not feel that the application has changed enough materially to change our comments. The Parish Council have still not had any direct contact from the applicant, re these proposals as noted in the initial

pre-app advice of 2021.

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- PA23/05202 previous comments below for reference.

*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.*

For information only:

- **Awaiting decision:**

[PA23/06926](#) | Two Storey Side Extension with Solar Panels and a 2m natural stone garden wall to side and rear. | Higher Cross Crosstown Morwenstow Bude Cornwall EX23 9SR

- **Cornwall Council Decision Approved/Withdrawn/Refused:**

[PA23/09990](#) | Sand School and Stables without compliance of condition 3 in relation to decision notice PA20/11529 dated 16.02.2021 without compliance with condition 1 decision PA23/02237 dated 21.06.2023. | Land East Of Valley View Woolley Morwenstow Bude EX23 9PW EX23 9PW – **APPROVED WITH CONDITIONS**

- **Pre-Application Advice given: NONE**

- **Appeal to Secretary of State: (ON-GOING)**

23/00160/REF | Construction of five detached dwellings. | Land East Of West Beckon Close Shop Morwenstow Cornwall

19. Date of next monthly meeting – Wednesday 17<sup>th</sup> April 2024.

With there being no further business – the Chairman closed the meeting at 2145.