

St Mawgan-in-Pydar Parish Council

Wednesday 14 January 2026

Meeting to be held at St Mawgan Community Hall

commencing 6.30pm

AGENDA & SUMMONS

Members of the Public & Press are welcome to attend

001/26		<p>To note those present and to receive any apologies: Chair, Cllr L McKenzie, Vice-Chair, Cllr D Carter, Cllrs N Shield, T Abell, H Harris, N Lobb, S Karkeek, C Tyson and M Sterling.</p> <p>Apologies received: Cllrs G Jennings, J Latham, J McLuskie</p> <p>In attendance: Parish Clerk, Angela Hayne, Cornwall Cllr R O'Connor and 5 members of the public</p>
002/26		<p>Members' interest</p> <p>a To receive declarations of interest from Members relating to items on the agenda. Cllr M Sterling 6b(ii) PA25/09192 and 6g(i) PA25/07354.</p> <p>b To consider written requests for dispensations or interests (if any). None</p> <p>c To receive written statements from members expressing interests in agenda item. None</p>
003/26		<p>To receive oral or written reports, and authorise any action</p> <p>a Police Report – none received</p> <p>b Cllr O'Connor report - previously circulated and uploaded to PC website. In addition: "I would like to acknowledge the difficulties faced with the recent storm Goretta and to thank those who went over and above to assist in the aftermath with particular thanks to the Highways department. Also, I am now an advisory member of the Local Plan Development Team.</p> <p>c Clerk's report -previously circulated and features within the agenda</p>
004/26		<p>Minutes of the Parish Council Meeting</p> <p>To Resolve that the Minutes of the meeting held on Wednesday 10th December are an accurate record and duly signed by the Chair. It was proposed, seconded and resolved to approve.</p>
005/26		<p>Public Participation - none</p>
006/26		<p>PLANNING</p> <p>a Pre-App Consultation in accordance with Local Council Protocol.</p> <p>b Planning - new applications – to discuss and decide on response to Cornwall Council.</p>
	i	<p>PA25/08098 Applicant Ms R Wade. Proposal: Proposed commercial equestrian facility, including provision of hay barn, field shelter with hardstanding, tack room, feed room and 2 no. additional stables, outdoor arena and garden office. Location: Land North West Of Five Lanes Council Houses Ox Lane St Mawgan. It was proposed, seconded and resolved to object as there appears to be no clear justification for the additional development which involves the subsequent harm to the AGLV and fails to accord with paragraphs 8, 11, and 187 of the National Planning Policy Framework 2024, Policies 2, 3, 5, 12 and 23 of the Cornwall Local Plan Strategic Policies 2010-2030.</p>
	ii	<p>Cllr M Sterling left the meeting at this juncture</p> <p>PA25/09192. Applicant: Adrian Broadway & Sue Higson. Proposal: Redevelopment of approved miniature railway site building to holiday accommodation. Location: Rose Meadow Mawgan Porth. It was proposed, seconded and resolved to object as the proposal would not be sustainable, highly visible and have a negative impact on the landscape character of the site and the wider AGLV. Deeming it to be noncompliant with CLP Policies 2, 5, 12, 21 and 23 as well as saved Pol. 14 of the Restormel Local Plan and sitting within the flood plain in open countryside.</p>
		<p>Cllr M Sterling returned to the meeting</p>
	c	<p>To consider planning applications received before meeting.</p>
	i	<p>PA25/09627. Applicant Ian Shorthouse Bromley Estates. Proposal: Variation of Conditions 1 and 10 in respect of Decision Notice PA23/03371 dated 6th June 2024. Location: Former Marver Holiday Park Mawgan Porth. It was proposed, seconded and resolved to defer to the planning officer for his assessment.</p>

	d	To note Advice and Decisions by Cornwall Council:
	i	PA25/08464 APPROVED Location: Trewithen St Mawgan Newquay Cornwall TR8 4EZ. Noted.
	ii	PA26/00035/PRE Closed - advice given. Proposal: Exception notice for works to Sycamore Location: Hylton Lanvean St Mawgan. Noted.
	e	To note Advice and Decision by Planning Committee. None
	f	To note Advice and Decision by Planning Inspectorate. None
	g	5-day Protocol for Local Councils.
		Cllr M Sterling left the meeting at this juncture
	i	PA25/-07354 Land West of Gluvian Flamank Farm- delegated response submitted to request that the proposal be taken to the planning committee for determination. Ward Cllr R O'Connor mentioned that he had spoken to a planning officer within the planning inspectorate who felt that in view of the tilted balance in favour of development (National Planning Policy Framework) that the application would likely be approved. The PC subsequently resolved to amend the response to agree to disagree with the case officer's recommendation requesting that if approved, conditions are placed that do not allow PD rights and to request a better design that references the history of the site.
		Cllr M Sterling returned to the meeting
	ii	PA25/08464 Trewithen - delegated response submitted agree to disagree with case officer (see 174/25d(i)).
	h	To discuss planning enforcement issues – to refer any new issues and updates, if any.
	i	EN25/00602 new case to check compliance with the Notice served. Noted.
	ii	EN25/00575 new case to check planning control at an address in the parish. Noted.
007/26		WORKING GROUPS - to receive reports (if any), and agree any necessary action and expenditure:
	a	Amenities –
	i	Playing Field Lease – to approve renewal with a slight increase in annual rent and with solicitor costs met by Parish Council. It was proposed, seconded and resolved to approve.
	ii	Electricity provider at the Bier Shed – to approve contract through LoveBusiness (details previously circulated). It was proposed, seconded and it was resolved to approve.
	iv	Toilets – Legionella and Bacteriological Sample Contract Renewal - to approve renewal in the sum of £450.84 + VAT. It was proposed, seconded and it was resolved to approve.
	v	Playground – Cllrs Harris and Carter joining to progress a project to update and improve facilities
	vi	Removal of Tree in cemetery due to storm damage – to approve T Wakelam invoice in the sum of £150. It was proposed, seconded and resolved to approve.
	b	Transport and Rights of Way – Cllr Carter contacting Pete Greening of the Ramblers re historic blocked footpaths at Lower Lanherne (409/28/1 & 2 & 409/29/1 & 2) to see if a joint initiative may be possible to clear and re-open them. Also reported water discharging on to the footpath in the vicinity of 'Off the Path'
	i	Maladyke – user forms returned and checked.
	ii	Local Maintenance Partnership 2026 – to accept Cornwall Council offer of £2715.39 towards the parish footpath cutting costs. It was proposed, seconded and it was resolved to approve. The Parish Council would not be agreeing to SWCP offer to cut.
	iii	Speed Sign Trevarrian – sign to be returned to suppliers for free weather resistant modifications
	iv	Notice of report by resident to Highways of excessive water discharging from highway gully/drain onto Trenance unadopted road. Noted.
	v	Notice of report by resident that Church Close footpath is closed due to fallen fence. Action: Clerk to ask landowner if access is restored.
	c	Beach and Environment –
	i	Provision of Emergency planning within Community Flood Plan for other emergencies such as fire, ice/snow – lead sought. The Clerk hopes that new members to the volunteer team may take this on. First live Volunteer Community Flood Plan session with full PPE event being held on 20 th January at Traveller's Rest
	d	Neighbourhood Plan –
	i	Timeline for Regulation 14 consultation – Which will now commence on 2 nd February. Drop-in sessions will be publicised via noticeboards, posters, Dreckly, social media, PC website etc.

	e	St Mawgan Community Hall – awaiting submission of full planning application for restoration of the roof.
008/26		FINANCE AND LEGISLATION
	a	To note any income received: Bank Interest £22.02 (09/12), Beach clean Donations £750, Cornwall Council grant to MPVH £50. Noted.
	i	To agree to transfer £50 receipt to Mawgan Porth Village Hall. It was proposed, seconded and it was resolved to approve.
	b	To approve invoices for payment via online banking after the meeting, (schedule previously circulated to Members including credit card statement). It was proposed, seconded and it was resolved to approve.
	i	Scribe Accounts Package – to approve renewal in the sum of £345.60 + VAT. It was proposed, seconded and it was resolved to approve.
	c	Digital and Data Compliance for the Annual Governance and Accountability Return (AGAR) Assertion 10 (replacing Assertion 3) which requires councils to prove proper data protection and IT governance – focusing on, mandating council-owned domains, accessible websites (WCAG 2.2 AA), UK GDPR compliance.
	i	Council owned domain – The Clerk confirmed that the Parish Council are meeting assertion 10 requirements having moved to a gov.uk domain: stmawganparishcouncil.gov.uk. Further positive response to assertion 10 will result when Cllrs have their own .gov.uk PC email addresses - due to be rolled out imminently.
	ii	Accessible website (WCAG 2.2 AA) The Clerk confirmed that the Parish Council are meeting assertion 10 requirements having had the website checked and amended to satisfy WCAG 2.2AA.
	iii	IT Policy – In meeting assertion 10 requirements the PC must have a suitable IT Policy. Although this had been drafted it was omitted from papers sent ahead of the meeting. Therefore, the item was deferred to February.
	iv	Data Protection Policy – The Clerk confirmed that the Parish Council already meets assertion 10 requirements by following both the General Data Protection Regulation (GDPR) 2016 and the Data Protection Act (DPA 2018). With care taken processing personal data and in line with the principles of data protection, the Clerk uses Data Protection Roadmap to support compliance.
	d	Society of Local Council Clerks Subscription – to approve renewal in the sum of £200. It was proposed, seconded and resolved to approve.
009/26		REPORTS FROM MEETINGS
	i	Meeting 15 th December – looking at the potential for flood and drought mitigation in the parish.
010/26		CORRESPONDENCE RECEIVED - To note and discuss (if appropriate) the correspondence received since the last meeting and any associated actions and expenditure:
		Exempt Business: To Resolve to invoke Standing Order 3(d) that in accordance with Public Bodies (admission to meetings (Act 1960 as amended by S100 Local Government Act (LGA) 1972), the press and the public be excluded from the meeting during consideration of the following matters on the grounds that they may involve the likely disclosure of exempt information.
011/26		Clerk's post – update received to the job vacancy advertised for part time Clerk/RFO/Burial Officer with application date closing 30 th January.
012/26		Notice of items for the next Agenda: (note – no decisions can be taken on any item raised under this heading).
013/26		Close of meeting: 8.05pm

Schedule of Payments

Name	Description	£	Min ref
H P Instant Ink	Ink & Paper Officer Supplies	12.48	
IONOS Cloud	DNS Pro	1.20	132/25c
Scribe Accounting	Scribe Finance Package Renewal	414.72	008/26b(i)
Moneysoft Payroll	Payroll Software subscription renewal	108.00	164/25b(i)
South West Water	St Mawgan Toilets	84.54	
Vodafone Ltd	Mobile Phone & Tablet	18.51	
Lloyds Bank	Bank Charges 10 Nov-9 Dec	4.25	
Blue Sky Hosting Ltd	New .gov.yk domain name	36.00	132/25c

A Hayne	Clerk's Salary & Expenses	1103.05	
NEST	Pension Contributions	36.98	
HMRC	Employer & Employee NI	94.70	
T Roberts	St Mawgan Toilet contract & bins	777.62	
Tom Wakelam	Cemetery storm damage tree cutting	150.00	007/26a(vi)
Reef Water Supplies Ltd	St Mawgan Toilets temperature checks	22.80	
M Perkins	Website contract+assertion 10 compliance tasks	690.00	
Mawgan Porth Village Hall	Cornwall Council payment of hall hire	50.00	008/26a(i)
	TOTAL	£3604.85	

Date of next meeting: Wednesday 11th February 2025 at Mawgan Porth Village Hall, 6.30pm

Signed as a true record of the meeting:11 February 2026