

St Mawgan-in-Pydar Parish Council
Minutes of the Annual Meeting of the Parish Council
held at Mawgan Porth Village Hall
on Wednesday 14th May 2025 at 6.30pm

54/26		<p>Election of Chair for the year 2026/27 and signing of declaration of office. Cllr L McKenzie proposed, seconded by Cllr S Karkeek and it was resolved to elect Cllr D Carter. Cllr D Carter signed the declaration of office and it was witnessed by the Clerk.</p>
55/26		<p>Election of Vice Chair for the year 2026/27 and signing of declaration of office. Cllr S Karkeek proposed, seconded by Cllr G Jennings and it was resolved to elect Cllr L McKenzie. Cllr L McKenzie signed the declaration of office and it was witnessed by the Clerk. Cllr S Karkeek gave huge thanks on behalf of the Parish Council for all the work that Liz has done over and above and welcomed Cllr D Carter to the Chair.</p>
56/26		<p>Appointment of Councillors for Working Groups and Internal Control. Appointment of Councillors for Working Groups and Internal Control (lead in bold).</p> <ul style="list-style-type: none"> • Amenities – H Harris, N Shield & J McLuskie • Burial Ground – N Shield • Playground Inspections – J McLuskie • Beach and Environment J McLuskie, T Abell , D Carter, J Latham • Planning – L McKenzie, D Carter, C Tyson, S Karkeek, G Jennings, & M Sterling • Transport and Rights of Way –D Carter, C Tyson, S Karkeek, J McLuskie, N Lobb & N Shield, Clerk. • Digital and social media – H Hillman (Clerk), D Carter • Complaints – D Carter, L McKenzie. • Internal Control – S Karkeek, J McLuskie & C Tyson • Tree Warden – M Sterling • Neighbourhood plan – L McKenzie, C Tyson, D Carter, T Abell. • St Mawgan Community Hall – L McKenzie, C Tyson, D Carter, J McLuskie, M Sterling, S Karkeek.
57/26		<p>Appointment of Representatives to organisation</p> <ul style="list-style-type: none"> • Affordable Housing –L McKenzie, C Tyson

		<ul style="list-style-type: none"> • Saints Coast Community Area Partnership (CAP) – L McKenzie, D Carter • Playing Field Booking – Clerk • Almshouses – C Tyson • Denzell Downs – Panel for awarding – L Mckenzie, S Karkeek, H Harris, H Hillman (Clerk) • Mawgan Porth Hall – D Carter • Cornwall Newquay Airport – D Carter • Search & Rescue Helicopter – D Carter
58/26		Following the election of the Chair and Vice-Chair of the Council, the business of the annual meeting shall include:
	a	Review and adoption of Standing Orders – Proposed, seconded and resolved to adopt. Cllr L McKenzie abstained.
	b	Review and adoption of Financial Regulations - Proposed, seconded and resolved to adopt. Cllr L McKenzie abstained.
	c	Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation. Proposed, seconded and resolved to adopt.
	d	Review of the Council's policy for dealing with the press/media – defer to June
	e	Review of the Council's employment policies and procedures. Proposed, seconded and resolved to adopt.
	f	Review of the Council's expenditure incurred under s137 of the Local Government Act 1972 – Proposed, seconded and resolved to approve.
59/26		<p>To note those present and to receive any apologies: Cllr D Carter (Chair) Cllr L McKenzie (Vice-Chair), Cllrs: G Jennings, N Lobb, C Tyson, S Karkeek, J McLuskie, H Harris & J Latham.</p> <p>Apologies received from Cllrs N Shield, T Abell and M Sterling</p> <p>In Attendance: Parish Clerk Angela Hayne, Clerk in waiting Heather Hillman, Cornwall Cllr R O'Connor and 2 members of the public.</p>
60/26		Members' interests
	a	To receive declarations of interest from Members relating to items on the agenda. Cllr H Harris (item 11b i PA26/01819 Westward). Cllr J Latham & Cllr G Jennings (11b v PA26/02572 Land at Atlantic Heights).
	b	To consider written requests for dispensations or interests (if any). None.
	c	To receive written statements from members expressing interests in agenda item. None.
61/26		To receive oral or written reports, and authorise any action
	a	Police Report – none received due to IT issues.
	b	Cornwall Councillor Rowland O'Connor report.
	c	Clerk's report – previously circulated. To Note planning agenda numbering was incorrect with a start point of (ii) instead of (i). To note bank reconciliation

		shows cash in hand as per bank statements to 28.04.2026. Current account: £118,545.44. Deposit account: £46,303.72. Business credit card: £0. TOTOAL £164,849.16. Cllr G Jennings enquired about the interest on the account and whether there is the possibility of earning a greater level of interest. Clerk responded that this can be looked at with the new Clerk in future.
62/26		Public Participation
		Cllr H Harris left the meeting at this juncture
	a	Lisa Solly (Agent) in respect of PA26/01870 agenda item 11b(i) and PA26/02280 agenda item 11b(v).
		Cllr H Harris returned to the meeting
63/26		Minutes of the Parish Council Meeting
	a	To Resolve that the Minutes of the meeting held on Wednesday 8 th April 2026 are an accurate record and duly signed by the Chair. It was proposed, seconded and resolved to approve and duly signed by the Chair.
64/26		PLANNING
	a	Pre-App Consultation in accordance with Local Council Protocol. None received.
	b	Planning - new applications – to discuss and decide on response to Cornwall Council. Cllr H Harris left the meeting at this point.
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	ii	PA26/01819. Applicant Mr and Mrs Curran. Proposal: refurbishment and alterations to dwelling including replacement porch and kitchen extensions, replacement of converted garage with ancillary outbuilding, swimming pool, and associated landscaping at Westward Trenance Mawgan Porth. It was proposed, seconded and resolved to object to the application due to the size and design of the annex.
		Cllr H Harris returned to the meeting
	iii	PA26/01703. Applicant Mr Daniel Steele. Proposal: Swimming pool with pump room at Kandahar Trevarrian. It was proposed, seconded and resolved no objection, however to query whether the application should be retrospective as the swimming pool has already been built, evidenced by marketing on rightmove.
	iv	PA26/01875. Applicant Mr Rick Ankers. Proposal: Works to trees subject to a Tree Preservation Order (TPO), at Garden House St Mawgan. It was proposed, seconded and resolved to defer to the tree officer at Cornwall Council.
	v	PA26/02280. Applicant Mr and Mrs McCutcheon. Proposal: Certificate of Lawfulness for a Proposed Use to confirm commencement of works under Planning Decision Notice PA23/01648 dated 21st June 2023 for a replacement dwelling. Location: Fair Rising Trenance Mawgan Porth. It was proposed, seconded and resolved no objection.
		Cllr J Latham left the meeting at this juncture
	vi	PA26/02572. Applicant Mr R Byrne and Mrs J Latham Byrne. Proposal: Application for Permission in Principle for proposed demolition of hotel and construction of up to 8 dwellings at Atlantic Heights Nr Mawgan Porth. It was

		proposed, seconded and resolved to object to the application as it is presented, however the PC could consider supporting if the application clearly commits to five affordable houses, but that has not been stated at this stage.
		Cllr J Latham returned to the meeting
	vii	PA26/00328 Applicant: Red Hotels Ltd. Proposal: Proposed dwelling at Land South West Of Denecourt Trenance Mawgan Porth. It was proposed, seconded and resolved to object as any development is not appropriate in this location thus in conflict with planning policies 3, 12, 21 and 23, and the draft neighbourhood plan design guide.
	c	To consider planning applications received before meeting. None received.
	d	To note Advice and Decisions by Cornwall Council:
	i	PA25/09192 APPROVED Location: Rose Meadow Mawgan Porth TR8 4UW. Noted.
	ii	A26/01350 Decided not to make a TPO (TCA apps) Location: Land South Of Trevelyan St Mawgan TR8 4EP. Noted.
	iii	PA26/01765 S52/S106 and discharge of condition apps Location: Rose Cottage Penpont St Mawgan TR8 4ET. Noted.
	iv	PA26/01218 APPROVED Location: Land Adjacent To The Lodge Trevena Cross TR8 4HA. Noted.
	v	PA26/00359/PRE Closed - advice given Land North Of Polgreen Manor Polgreen St Mawgan Cornwall TR8 4AG. Noted.
	vi	PA26/01426 S52/S106 and discharge of condition apps. Location: Land At High Barn Farm, Trevarrian, Newquay, TR8 4AF Proposal Submission of details to discharge Condition number 6 (Biodiversity Net Gain) in respect of Decision Notice PA25/07022 dated 02/12/25. Noted.
	vii	PA26/01898 S52/S106 and discharge of condition apps. Location: Old Coastguard Cottages Mawgan Porth Hill Mawgan Porth Newquay Cornwall Proposal Submission of details to discharge Condition 10 in respect of Decision Notice PA25/05136 dated 01.09.2025. Noted.
	viii	PA26/01349 APPROVED Location: Sandy Beach House Mawgan Porth Hill Mawgan Porth. Noted.
	ix	PA26/02467 S52/S106 and discharge of condition apps Applicant: Location: Rose Cottage Penpont St Mawgan TR8 4ET. Noted.
	e	To note Advice and Decision by Planning Committee. None received.
	f	To note Advice and Decision by Planning Inspectorate. None received.
	g	5-day Protocol for Local Councils. None received.
	h	To discuss planning enforcement issues – to refer any new issues and updates, if any. Ongoing issues to investigate with the Planning Enforcement and Cllr R O'Connor.
	i	Planning Correspondence:
	i	To Louise Wood Head of Planning. It was proposed, seconded and resolved to put forward a formal vote of no confidence in Cornwall Council Planning Department. Action: Clerk to write to Helen Fincham of CAP and cc Lee Dunkerley CALC.
	ii	PA26/01870. Dwelling known as 'The Ranch'. Formal objection lodged with Cornwall Council.

65/26		WORKING GROUPS - to receive reports (if any), and agree any necessary action and expenditure:
	a	Amenities:
	i	Carloggas bus shelter bookshelf. Action: Clerk to thank JP Juleff on behalf of the PC for the installation.
	ii	Zurich Municipal Insurance Policy. To approve the sum of £1,255.02. Proposed, seconded & resolved to approve.
	iii	Table Tennis Table – to approve purchase in the sum of ££965.17 ex VAT plus bats and balls in the sum of £58.99 ex VAT. Proposed, seconded & resolved to approve.
	iv	Table Tennis ground clearance – to approve OJT invoice once received as it will represent good value for money. Proposed, seconded & resolved to approve.
	v	OJT – to approve purchase of drop scraper to aid drain clear within playing field in the sum of £5.52. Proposed, seconded & resolved to approve.
	vi	Postcrete for Trevarrian noticeboard in the sum of £29.95. Proposed, seconded & resolved to approve.
	vii	Disabled Toilet – to approve purchase of Nymas NymaPRO Exposed Fixing Grab Rails for Doc M Toilet Pack - Dark Grey in the sum of £131.95 inc VAT. Proposed, seconded & resolved to approve.
	viii	Disabled Toilet – to approve painting of disabled toilet in the sum of £400 with a closure from 25 th – 28 th May. Proposed, seconded & resolved to approve.
	ix	Toilet Accolade for Tony A4 weatherproof frame – to approve purchase in the sum of £14.39. Proposed, seconded & resolved to approve.
	x	Disabled Toilet Hand Dryer – to approve purchase of replacement in the sum of £110.00 +VAT. Proposed, seconded & resolved to approve.
	xi	Disabled toilet door – to approve new frame fixings, labour to make good in the sum of £204 inc VAT. Proposed, seconded & resolved to approve.
	xii	OJT to approve invoice in respect of removing and clearing flower boxes at toilets £40, repair cistern in ladies toilet £20, work carried out at old bus shelter Mawgan Porth £320. Total £420. Proposed, seconded & resolved to approve.
	xiii	Playing field stream. Proposed, seconded & resolved to approve fencing to deter access to the stream due to blockage of drains. Action: Clerk to get prices.
	b	Transport and Rights of Way
	i	Maladyke. Action: Clerk to submit DMMO order once there is the capacity to do so.
	ii	Ploughed footpath field off Dark Lane 409/9/2. Clerk reported that the ploughed section has been referred by Countryside Access to enforcement for investigation.
	iii	Local Maintenance Partnership 2026/27 Enhanced Scheme: <ul style="list-style-type: none"> • Off the Path to Winsor Lane 409/20/1 wet area by stile and Off the Path. • Section below Tolcarne Merock UCR – rectify water erosion and stones and cut back regularly. • Track from Shrub cottage at Trevarrian towards footpath 409/51/1.

	c		Beach and Environment:
		i	Community Flood Group – to approve site survey by Gould Electronics in the sum of £147+VAT (ahead of radio provision for the group via grant funding). Proposed, seconded & resolved to approve.
		ii	Mawgan Porth Surf Lifesaving Club Funding Thermometer. It was supported in principle and suggested by the Clerk that a surfboard style could be adopted near to the signage at the entrance to the beach. Cllr McLuskie suggested that there was also a link/QR code to the beach clean donation fund on the same board. Proposed, seconded & resolved to approve.
		iii	Sluice Gate Structure. The PC are under the impression that landowners on either side may own half each up to the midway point in the river. It was also stated that the History Group have photos of construction of the bridge – not sure by whom, or whether that included the sluices. Action: Clerk to respond to the enquiry.
		iv	Public Realm Weed Management. Action: PC to adopt a ‘wait and see’ as Cornwall Council Highways undertake a consultation period.
		v	Consultation on the draft Cornwall Seascape Character Appraisal. Action: Planning Working Group to look at detail in relation to Mawgan Porth.
		vi	Beach Clean Donation letter sent out to mailing list – to note. The Clerk confirmed that a letter had been sent out to Businesses in the area. Action: to roll out invitation to houses, FB groups and Dreckly.
		vii	Accessible section shingle shift. Action: Cllr N Lobb to check with Mr Broom.
		viii	Trees – to approve quote in the sum of £480 inc VAT for works to trees not the subject of a TPO: a dead limb on the oak by ford and thinning/removal dead trees within the copse at the former mower shed site. It was proposed, seconded and resolved to approve.
		d	Neighbourhood Plan – to approve the pre-submission draft plan and schedule of changes. It was proposed, seconded and resolved to approve. Chair of the Neighbourhood Planning Group, Cllr L McKenzie informed Members that the submission draft just awaiting finalising of website to include hyperlinks.
		e	St Mawgan Community Hall - no report this month
66/26			REPORTS FROM MEETINGS:
		i	Denzell Downs Community Benefit Fund Awarding Panel Meeting. Final decision of funding will be announced sometime in May
67/26			CORRESPONCE RECEIVED - To note and discuss (if appropriate) the correspondence received since the last meeting and any associated actions and expenditure:
		i	Airport Accommodation Pods – now disposed. Cllr Rowland update in his monthly report
		ii	Pot Holes and road signage. Clerk suggested that residents report situations via Cornwall Council “Report It” pages as “Casework Assist portal” is the means to which situations are surveyed and actions implemented if deemed necessary. The Clerk had logged signs requiring replacement, and graffiti removal. Out of 4 reports logged only 1 was deemed by Highways Steward to “require

		attention” being graffiti removed from the sign on the approach to Trevarrian from Mawgan Porth. The rest surveyed as “not of safety concern but on the list for consideration at a future date”.
	iii	Legacy Closed Churchyard – the Clerk reported that correspondence has been received from the solicitor dealing with the estate for Mr Hinton to inform that he has left legacy to the PC in his will. This is expressly to help with the maintenance of the closed churchyard and further details will be forthcoming when his estate is finalised.
	iv	Public Realm Weed Treatment – highlighted in Working Groups/Beach and Environment section.
68/26		FINANCE & LEGISLATION
	a	To note any income received: Bank Interest April £19.65, Precept: £26,112.50, CIL £18,378.08: PA23/03712 £6890.57 Chyvounder (former garden plot); PA23/04932 £10,366.08 Chyvounder & PA23/08535 £1,121.43 Methodist Chapel. Burial Fee re-open grave space B137 in respect of the late Josephine Zimmer (R J Bray) £386.00, Burial Fee Ashes grave space B147 J Harvey (Boughton Funerals) £116, VAT repayment £1,392.29. Beach Clean Donations £1335, Local Maintenance Partnership Grant £2,715.39. All noted.
	b	CIL Report for the year 1 st April 2025 – 31 st March 2026 (previously circulated). The Clerk submitted report to the CIL Team, CC. To note that invoices from Mawgan Porth Village Hall are eligible for CIL funding and £9,712.71 will be donated on the June payment schedule. Noted.
	c	Accounts – To approve invoices for payment via online banking after the meeting (schedule previously circulated to Members). It was proposed, seconded and resolved to approve. Credit Card Next Statement Due 16 May 2026: Statement Summary HP Instant Ink £20.48, Heat & Plumb £131.95, IONOS Cloud £19.16, Display Frame £14.39 Total £185.98 to appear on a future dated schedule of payments. Noted.
	d	St Mawgan-in-Pydar Parish Council Safeguarding Policy – to approve (document previously circulated). It was proposed, seconded and resolved to approve. The Clerk reported that a Contractor Assurance Statement supporting Safeguarding Compliance will be sent out, for signature, to contractors likely to be engaged in work that involves contact with children and/or vulnerable adults. Noted.
69/26		TRAINING – courses for new clerk To note Scribe training booked 21 May, 17 June – no charge CALC training for “New Clerk’s” booked for 11 th June in the sum of £65+ VAT ILCA training through SLCC in the sum of £140+VAT (online course) It was proposed, seconded and resolved to approve the above training courses with costs identified.
70/26		It was proposed, seconded and resolved to extend the meeting to finish the business on the agenda.

		<p>There were no members of the public present at this time.</p> <p>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 matter on the grounds that they may involve the likely disclosure of exempt information:</p> <p>Local Plan Development – Cllr O’Connor had requested the agenda item to highlight the importance of engaging with the development of the New Cornwall Local Plan. Action: Clerk to contact Helen Fincham at Community Area Partnership (CAP) to request an agenda item at a forthcoming meeting.</p>
71/26		<p>Notice of items for the next Agenda: (note – no decisions can be taken on any item raised under this heading).</p> <ul style="list-style-type: none"> • Cornwall Local Plan Development
72/26		<p>Close of meeting: 8.40pm</p>

Schedule of Payments

HP Instant Ink	Office Supplies	£22.98
IONOS Cloud	Email Domain renewal	25.18
Vodafone	Mobile Phone & Table	22.81
Lloyds Bank	Bank Charges April	4.67
Eon	Bier Shed Electricity charges	10.34
A Hayne	Clerk’s Salary & Expenses	1098.05
NEST Pension	Employee/Employer contributions	36.98
HMRC	Employee/Employer contributions	94.70
T Roberts	Toilet Clean & Playing Field bin empty	777.62
Reef Water Sol Ltd	Water Hygiene Services x 2 months	46.96
M Farmer	Beach Clean Contract	1810.50
Odd Job Team	flower boxes, cistern, old bus shelter	420.00
T P Tree Services Ltd	Maintenance Contract	1400.00
T P Tree Services Ltd	Gold Footpath Cut 1 of 3	824.00
Glanville’s St Columb	drop scraper & postcrete	32.57
Zurich Municipal	PC insurance term 01/06-31/05/27	1255.02
Mawgan Porth V Hall	Hall Hire	<u>160.00</u>
	Total	£8,042.38

**Date of Next Meeting: Wednesday 10th June 2026
at Mawgan Porth Village Hall, 6.30pm**

Signed as a true record of the meeting