

St Mawgan-in-Pydar Parish Council Meeting

Mawgan Porth Village Hall

Wednesday 10th June 2026 at 6.30pm

MINUTES

73/26		<p>TO NOTE THOSE PRESENT AND TO RECEIVE ANY APOLOGIES:</p> <p>Present: Chair Cllr D Carter; Vice Chair Cllr L McKenzie; Cllrs N Shield, H Harris, T Abell, J McLuskie, M Stirling, G Jennings, N Lobb, S Karkeek.</p> <p>Apologies received: Cllr O'Connor (CC); Cllr's J Latham & C Tyson.</p> <p>In Attendance: Clerks Angela Hayne & Heather Hillman and (0) members of the public.</p>
74/26		<p>MEMBERS' INTERESTS:</p>
	a	To receive declarations of interest from Members relating to items on the agenda: Cllr H Harris 7f(i) Carne Crest Appeal Ref: 609758. PA25/07846 (if discussed). Cllr N Lobb 7c(i) PA26/03228. The Cabin at Little Bre Pen Farm Non material amendment. Cllr S Karkeek – Boardmasters discussion.
	b	<p>To consider written requests for dispensations or interests (if any).</p> <p>None. None.</p>
	c	<p>To receive written statements from members expressing interests in agenda item. None.</p>
75/26		<p>TO RECEIVE ORAL OR WRITTEN REPORTS, AND AUTHORISE ANY ACTION:</p>
	a	Police Report for May – 1. Criminal Damage.
	b	Cornwall Councillor Rowland O'Connor report - notes circulated prior to meeting.
	c	Clerk's report – notes circulated prior to meeting.
	i	Office Supplies - to approve and reimburse HH £29.99 for purchase of keyboard and mouse for the Samsung Galaxy Tab to use in conjunction with laptop at parish meetings. It was proposed, seconded and resolved to approve.
	ii	Debit Card – to approve (Lloyds Bank form of words) “that the Parish Council applied to Lloyds Bank plc for the issue of business debit card to authorise user (Heather Hillman, Clerk/RFO) as determined by the PC from time to time. The card to be subject to the business debit card terms and conditions”. PC signatory to sign application. It was proposed, seconded and resolved to approve, and duly signed by the Chair & Vice Chair.
	iii	Clerk's phone – to approve change of phone provider for better coverage in the Parish. It was proposed, seconded and resolved to approve.
	iv	Clerk Handover – to approve invoice in the sum of £150 Mark Perkins IT services. It was proposed, seconded and resolved to approve.

75/26		PUBLIC PARTICIPATION: None
76/26		MINUTES OF THE PARISH COUNCIL MEETING
	i	To Resolve that the Minutes of the meeting held on Wednesday 13 th May 2026 are an accurate record and duly signed by the Chair. It was proposed, seconded and resolved to approve, with the Chair's handwritten amendment. <i>Action: Clerk to amend on the website.</i>
77/26		FINANCE & LEGISLATION
	a	Annual Return for the year ending 31st March 2026 (all documents circulated prior to meeting (AH))
	i	Internal Audit Report 2025/26 – Agree to authorise the Clerk to complete the Internal Audit Report Response in accordance with Clerk's response (AH) – as circulated. It was proposed, seconded and resolved to approve.
	ii	Asset Register in support of figures on the accounting statements – to seek approval. It was proposed, seconded and resolved to approve.
	iii	Accounting Statement 2025/26 – to seek approval. The Accounting Statement was circulated to Members prior to the meeting and signed by the Clerk/RFO. It was proposed, seconded and resolved to approve the statement and was duly signed by the Chair.
	iv	Annual Governance Statement 2025/26 section 1 – to approve. It was proposed, seconded and resolved to approve and was duly signed by the Chair.
	v	Annual Governance Statement 2025/26 section 2 – to approve. It was proposed, seconded and resolved to approve and was duly signed by the Chair.
	vi	Earmarked Reserves as of 31 st March 2025 – to approve. It was proposed, seconded and resolved to approve.
	vii	External Audit Conflict of Interest Form – to approve. It was proposed, seconded and resolved to approve form identifying no conflicts of interest and was duly signed by the Chair.
	viii	Commencement Date for the Exercise of Public Rights – the RFO set the date of the announcement of Thursday 11 th June with the commencement on Friday 12 th June until Thursday 23 rd July 2026. The announcement was made by the Chair.
	b	Financial Risk Assessment 2026/27 (previously circulated) – to approve. It was proposed, seconded and resolved to approve.
	c	Statement of Internal Control 2025/26 (previously circulated) – to approve. It was proposed, seconded and resolved to approve.
	d	To note any income received: Bank Interest 11 May £20.30, Beach Clean donations: £600, Burial Ground Memorial Fee £296.00 M Lee (awaiting further £12), Solar Park £3,847.44. Noted.
	e	Accounts: To approve invoices for payment via online banking after the meeting (schedule previously circulated to Members). To note: £99.90 hand dryer purchased ahead of meeting min ref: 65/26 a(vii). It was proposed, seconded and resolved to approve.
	f	Bank Reconciliation: to 28 th May circulated (prior to meeting). Difference £99.90 (see agenda item 6(e) above). Noted.

	g	i	Clerk's overtime: AH £1048.20 for 60 hours (Feb & March) plus £1257.84 (April & May). It was proposed, seconded and resolved to approve.
		ii	Clerk's overtime: HH - £152.86 for 8.75 hours (May). It was proposed, seconded and resolved to approve.
	h		Credit Card Summary for future dated payment schedule: Instant Ink £20.48; IONOS £1.20; MS 365 licence £84.99. Noted.
	i		Review of the Council's employment policies and procedures.
		i	Disciplinary Procedure (previously circulated) to approve. It was proposed, seconded and resolved to approve.
		ii	Review of the Council's policy for dealing with the Social Media/Civility and Respect Guide and Policy supplement – to adopt as PC guide. It was proposed, seconded and resolved to approve with the vice Chair's amendments.
		iii	Press/Media Policy – to adopt new version. It was proposed, seconded and resolved to approve.
		iv	Communication Policy – to adopt new. It was proposed, seconded and resolved to approve.
78/26			PLANNING
	a		Pre-App Consultation in accordance with Local Council Protocol. PA26/0063 PREAPP councillors expressed concerns.
	b		Planning - new applications – to discuss and decide on response to Cornwall Council.
		i	PA26/03246 Applicant Mr F Green. Proposal: Application for Permission in Principle for the erection of one dwelling (minimum of 1, maximum of 1). Location: Land North of Seavista Mawgan Porth Hill Mawgan Porth Grid Ref 185018 / 66894. The PC proposed, seconded and resolved to object to this application, on the grounds of conflict with CLP policies 2, 3, 7, 12, 21 and 23.
		ii	PA26/03162 Applicant: Mr Steve Crosby. Proposal: Works to trees in a conservation area (TCA) works include Prune a yew to clear building. Location: Methodist Church Penpont St Mawgan. As this application is for works to trees in a Conservation Area, it will be decided under delegated authority. Noted.
		iii	PA26/03702 Applicant: Mrs Jennifer Shilton. Proposal: Non-material amendment in relation to decision notice PA25/02122 dated 30/06/2025. Location: Helvellyn, Tredragon Rd, Mawgan Porth. The PC proposed, seconded and resolved no objection.
	c		To consider planning applications received before meeting. (Cllr N Lobb left the meeting at this point.)
		i	PA26/03228 Applicant: Mrs J Lobb. Non-material amendment in relation to decision notice PA24/01135 dated 31/05/2024 for minor alterations to extend Bedroom 1 and include one modest window in place of the three approved rooflights. Location: The Cabin Barn at Little Bre Pen Farm, Trevarrian. The PC proposed, seconded and resolved no objection.
	d		To note Advice and Decisions by Cornwall Council: (Cllr N Lobb returned to the meeting at this point.)
		i	PA26/02136 Decided not to make a TPO (TCA apps) Works to oak to remove dead tree limb. Location: by ford, St Mawgan. Noted.

	ii	PA26/02280 Granted (CAADs, PIPs and LUs only) Location: Fair Rising Trenance Mawgan Porth TR8 4DB. Noted.
	iii	PA26/02237 Granted (CAADs, PIPs and LUs only) Location: The Ranch Mawgan Porth Hill Mawgan Porth TR8 4AL. Noted.
	iv	PA26/01015 WITHDRAWN Location: St Roche Mawgan Porth Hill Mawgan Porth Newquay Cornwall TR8 4BN. Noted.
	v	PA26/01555 APPROVED Location: Land At The Shed Ox Lane St Mawgan TR8 4EU. Noted.
	vi	PA26/01703 APPROVED Location: Kandahar, Trevarrian – Swimming Pool. Noted.
	vii	PA26/01875 APPROVED Location: Garden House, St Mawgan. TPO Tree works. Noted.
	viii	PA25/02572 Granted Location: Land at Atlantic Heights. PIP for 8 dwellings. Noted.
	ix	PA25/09322 Refused Location: Sheerwater, Trenance. Self build replacement dwelling. Noted.
	x	PA26/03014 Discharge of Condition apps S52/S106 Land SW of Jacaranda, Retorrick Mill (Sun Haven) Submission of details to discharge Condition numbers 3 (CEMP), 6 (LEMP), 10 (Drainage), 12 (Contaminated Land Risk Assessment) and 17 (BNG Management) in respect of Decision Notice PA25/04001 dated 11/02/26. Noted.
	xi	PA26/03110 APPROVED. Location: The Creamery, Trevarrian. Non-material amendment in relation to decision notice PA24/08374. Noted.
	xii	PA26/01819. APPROVED. Location: Westward, Trenance. Proposed refurbishments & alterations. Noted.
	e	To note Advice and Decision by Planning Committee.
	f	To note Advice and Decision by Planning Inspectorate.
	i	Town and Country Planning Act 1990 – Appeal Under S78 against refusal of a Householder Application. Appeal Reference: 609758. Cornwall Council ref: PA25/07846 Location: Carne Crest Trenance Mawgan Porth. Proposal: Extensions to existing dwelling including two storey side extension, single storey side and front extension, front roof extension, detached double garage and replacement double garage with store. Appeal Start Date: 20 May 2026. Noted.
	g	5-day Protocol for Local Councils.
	i	PA26/02572 Land at Atlantic Heights. Proposal. Planning in Principle. Delegated decision was agreed to disagree.
	ii	PA26/01819 Westward. Full application – specifically converted garage. Delegated decision was agree to disagree.
	h	To discuss planning enforcement issues – to refer any new issues and updates, if any.
	i	EN24/00009 new case.
	ii	EN25/00575 Step 4 in the Investigation & Enforcement process
	iii	Approximately 60 metres of hedgerow (some original) has been removed. This has been reported to planning enforcement and to the Police as a wildlife crime and it is understood police attended.

	i	Planning Correspondence: There has been no response to the PC's letter of no confidence from Louise Wood. The Clerk Also has raised it with Helen Fincham of the CAP, however Helen has asked that we put our concerns in writing and try to resolve them direct with the Planning team - which has already been done in the letter to Louise Wood.
79/26		WORKING GROUPS - to receive reports (if any), and agree any necessary action and expenditure:
	a	Amenities: To approve £17.49 for filler & grab rail for toilets. It was proposed, seconded and it was resolved to approve.
	i	Table Tennis Table Installation + upgrade to outdoor bats – to approve additional expense to that approved under minute reference 65/26a(iii) in the sum of £99.32+VAT. It was proposed, seconded and it was resolved to approve. Cllr McLuskie – will tidy up the area. Holes need to be looked at.
	ii	Burial Ground – to approve memorial headstone for the late M Lee – plot B150. It was proposed, seconded and it was resolved to approve.
	iii	Carloggas defibrillator. To approve Duchy Defibrillators Ltd invoice for annual monitoring in the sum of £246. It was proposed, seconded and it was resolved to approve.
	b	Transport and Rights of Way:
	i	Maladyke – Correspondence received and noted.
	ii	Local Maintenance Partnership 2026/27 Enhanced Scheme – to approve Clerk to seek a quote and written permission for works to 409/20/1 Off the Path to Winsor Lane and apply to LMP ES on that basis. It was proposed, seconded and it was resolved to approve. <i>Action: Clerk to progress & bring back to July meeting.</i>
	c	Beach and Environment:
	i	Accessible section shingle shift. Note that this hasn't yet been done and it will need to be.
	ii	Sluice Gate removal by Environment Agency. It was agreed to respond to the EA with no objection in principle but would like to understand timeframe and what will be put there instead. Sluice gate is integral to the foot bridge, which is needed and it is preferred that this remains the same.
	d	Neighbourhood Plan. Report Circulated. Equality Impact Assessments One and Two have been circulated to councillors for approval.
	e	St Mawgan Community Hall. Report Circulated. Oil theft reported – speak OJT to come up with an idea to resolve.
	f	Closed Churchyard Significant Legacy Mr Anthony Hinton.
80/26		REPORTS FROM MEETINGS: None received.
81/26		CORRESPONDENCE RECEIVED: To note and discuss (if appropriate) the correspondence received since the last meeting and any associated actions and expenditure:
	i	RTPI screen at Bus Stop St Mawgan/Newquay Airport NW bound Cllr S Karkeek left the meeting at this juncture.
	ii	CAP meeting scheduled with Boardmasters organiser 'Vision Nine' end June. To agree issues to be raised on behalf of the PC. Local tickets are very hard to obtain – need to make it easier. Need to make local grants easier to apply for or just give it direct to local authorities.

		Cllr S Karkeek returned to the meeting.
	iii	LCAT (Local Climate Adaption Tool) workshop. Cllr L McKenzie and the Clerk (HH) attend on 30 th June at Newlyn East.
	iv	Public Space Order Consultation – Dog Foul, on leads and exclusions – to agree issues & response. It was agreed to respond that the PC do not want a ban on MP beach but would like to understand mechanisms to ensure dogs under better control on the beach. <i>Action: Clerk to respond to the survey.</i>
	v	All Councillors to complete a new register of interest stating whether they are content to have their address published or want to have it redacted. AH has sent link. Noted.
82/26		NOTICE OF ITEMS FOR THE NEXT AGENDA: (note – no decisions can be taken on any item raised under this heading). <ul style="list-style-type: none"> Beach & environment – donations.
83/26		CLOSE OF MEETING 20.20

Schedule of Payments

Name	Details	Amount	Total	Min ref/ Notes
HP Instant Ink	Paper & Ink subscription	20.48		77/26e
IONOS Cloud	Business Mailbox + 1 month DNS Pro	19.16		77/26e
Heat & Plumb	Disabled grab handles	<u>131.95</u>	171.59	65/26 a(vii)
EDD.co.uk	St Mawgan Toilets Replacement Handryer		99.90	65/26a(x)
Vodafone	Mobile Phone & Tablet May		22.81	77/26e
Lloyds Bank	Bank Charges debited on or after 18 June		4.25	charges: 10th Apr-10th May
Eon	Bier Shed electric May use and standing charge		9.76	77/26e
A Hayne	Clerk's Salary - May		1027.05	77/26e
	Expenses		64.25	77/26e
H Hillman	Clerk's salary - May		512.74	77/26e
	Expenses		67.83	£29.99 of this – 75/26c(i)
NEST	Employer's Pension Contribution		24.37	77/26e
NEST	Employee Pension Contribution		32.49	77/26e
HMRC	Employer's NI Contribution May	110.74		
	Employee NI Contribution May	<u>0.02</u>	110.76	77/26e
Major Clean (T Roberts)	Toilet Clean contract May	752.62		
	Playing Field Bins	<u>25.00</u>	777.62	77/26e
M Farmer	Beach Clean - May		1650.75	77/26e
T P Tree Services Ltd	Maintenance Contract Footpaths - silver & not on schedule	1200.00		

	Tree work @old mower shed & dead oak tree branch	480.00		65/26c(viii)
	Grass cutting at playing field, cemetery & church yard in May	<u>1400.00</u>	3080.00	77/26e
Mawgan Porth Village Hall	Community Infrastructure Levy Donation		9712.71	68/26b
JT Internal audit	Internal Audit Year End 25/26		255.00	35/26g
Mark Perkins (Surf Designs)	IT for handover		150.00	75/26c(iv)
Duchy Defibrillators Ltd	Annual monitoring of Carloggas defibrillator (BT Box)		246.00	79/26a(iii)
JP Juleff	Quarterly Bus shelter & BT Box clean		100.00	77/26e
Glanvilles	Filler and Handrail		17.49	79/26a
Greenbarnes Ltd	Noticeboard Trevarrian		1759.87	32/26/b(iv)
		TOTAL	<u>£19,897.24</u>	

**Date of Next Meeting: Wednesday 8th July 2026
at St Mawgan Porth Community Hall, 6.30pm**

Signed as a true record of the meeting8th July 2026