

St Mawgan-in-Pydar Parish Council Meeting

Mawgan Porth Village Hall

Tuesday 11th August 2026 at 6.30pm

DRAFT MINUTES

84/26		TO NOTE THOSE PRESENT AND TO RECEIVE ANY APOLOGIES: Present: Chair Cllr D Carter, Vice Chair Cllr L McKenzie; Cllrs: N Shield; M Stirling, S Karkeek, T Abell, J McLuskie. Apologies Received: Cllrs: C Tyson, Holly Harris, Jay Latham, N Lobb, G Jennings. Cllr Rowland O'Connor (CC). In Attendance: Clerk H Hillman and (0) members of the public.
85/26		MEMBERS' INTERESTS:
	a	To receive declarations of interest from Members relating to items on the agenda. Cllr T Abell – PA26/02739 6b(i) Clear Heights. Cllr M Stirling – will not vote on 7a (i&ii) relating to Electrical Services payment.
	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.
86/26		TO RECEIVE ORAL & WRITTEN REPORTS, & AUTHORISE ANY ACTION:
	a	Police Report for July: Crime statistics. 1: Violence Section 47. Noted.
	b	Cornwall Cllr Rowland O'Connor report – Report circulated prior. Noted.
	c i	Clerk's report (June & July) – Circulated prior to the meeting. Noted
	ii	Cornwall Local Councils Conference 6 th Oct 10-4 - attendance of the Clerk at a cost of £45. It was proposed, seconded and resolved to approve.
	iii	HMRC mileage rate increasing 10p to 55ppm from 1.4.26. Noted. Increase & backdated payments (July) (£18.50 AH Apr/May & £5.50 HH May). It was proposed, seconded and resolved to approve.
	iv	Clerk's Phone – to approve purchase of a new phone and change contract to Sky Mobile. £12 upfront then £29pcm (£10pcm contract & £19 pcm phone over 36 months) as old phone is having issues. It was proposed, seconded and resolved to approve.
	v	To cancel HP Ink & paper as not good VFM. Ink & paper to be ordered as & when needed using debit card. It was proposed, seconded and resolved to approve.
	vi	Some Councillors are struggling to access emails and need IT support. Councillors to let the Clerk know who needs support. To approve cost of support as necessary. Cllrs: T Abell, N Shield, H Harris & M Stirling need support – Clerk to contact M Perkins. It was proposed, seconded and resolved to approve.
87/26		PUBLIC PARTICIPATION (0) None.
88/26		MINUTES OF THE PARISH COUNCIL MEETING
	i	To Resolve that the Minutes of the meeting held on Wednesday 10 th June 2026 are an accurate record and duly signed by the Chair. It was proposed, seconded and resolved to approve.

89/26		PLANNING
	a	Pre-App Consultation in accordance with Local Council Protocol. None.
	b	Planning - new applications – to discuss and decide on response to Cornwall Council.
		Cllr T Abell left the meeting
	i	PA26/02739 Applicant: Mr & Mrs M Farmer. Proposal: Erection of self/custom build dwelling on existing garden area to the rear of Clear Heights. Remove existing garage building attached to Clear Heights to provide access to new dwelling. Location: Land SE of Clear Heights, Trenance. Deadline: 14th August. The PC proposed, seconded and resolved to object.
		Cllr T Abell returned to the meeting
	ii	PA26/04682 Applicant: Rosie Wade. Proposal: Retrospective application for erection of stables with variation of condition 2 of decision notice PA24/05467 dated 01.11.2024. Location: Land At Millfields Ox Lane St Mawgan Cornwall. Deadline: 13th August. The PC proposed, seconded and resolved to object.
	iii	PA26/02181 Applicant: Mr Alistair Downie c/o The John Phillips Planning Consultancy. Proposal: Replacement of existing chalet bungalow and detached garage with new dwellinghouse over three floors, incorporating garage, living space, outdoor private amenity space and enhanced landscape buffer. Location: Southwold Trenance Mawgan Porth Newquay Deadline: 13th August 2026. The PC proposed, seconded and resolved to object.
	iv	PA26/04384 Applicant: Ms Leanne Wood. Proposal: Extension to pool lounge/gym/garage building, including the replacement of the existing sealed flat roof with a mono-pitch standing seam metal finish roof. Location: Panorama Trenance Mawgan Porth Newquay. PC Planning Working Group Delegated decision already submitted of No Objection. Noted.
	c	To consider planning applications received before meeting. None.
	d	To note Advice and Decisions by Cornwall Council:
	i	PA26/04453 S52/S106 and discharge of condition apps. Location: The Creamery Trevarrian. Proposal: Submission of details to discharge Condition numbers 3 (Construction and Environmental Management Plan) and 4 (Construction Traffic Management Plan) in respect of Decision Notice PA24/08374 dated 01/04/26. Noted.
	ii	PA26/03634 S52/S106 and discharge of condition apps. Location: Bob Tails Trenance. Proposal: Submission of details to discharge Condition numbers 3 (Landscaping), 6 (Lighting) and 7 (Shutters) in respect of Decision Notice PA21/12699 dated 29/09/22. Noted.
	iii	PA26/00633/PRE Closed – advice given. Location: Miniature Golf Mawgan Porth Newquay Cornwall. Proposal: Pre application for a single dwelling, 60-70sqm footprint, single story, requiring no foundation. Noted.
	iv	PA26/04026 WITHDRAWN Applicant: Mr Jack Harris. Proposal: Hedgerow Removal Notice for the removal of 10 metres of hedgerow to allow access for agricultural activities. Location: Land At Higher Winsor Farm St Mawgan. Noted.
	v	PA26/03555 APPROVED. Applicant: The Park. Proposal: Replacement building to provide a cookhouse and bar facility. Location: The Park. Noted.

	vi	PA25/08098 WITHDRAWN. 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. Noted.
	e	To note Advice and Decision by Planning Committee. None.
	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 6012413. Cornwall Council ref: PA26/03246 Location: Land North Of Seavista Mawgan Porth Hill Mawgan Porth Proposal: Application for Permission in Principle for the erection of one dwelling (minimum of 1, maximum of 1). Deadline 5 August 2026. Noted.
	ii	Town and Country Planning Act 1990 – Appeal Under S78 against refusal of a Householder Application. Appeal Reference: 6009758 Carne Crest, Trenance, Mawgan Porth. Appeal Dismissed. Noted.
	g	5-day Protocol for Local Councils.
	i	PA23/10324 Proposed Repowering of Bears Down Wind Farm with four wind turbines and associated infrastructure including access tracks, electrical housing, underground cabling and temporary construction hardstanding areas. Location: Bears Down Wind Farm St Eval Wadebridge Cornwall PL27 7TA. PC response requested it go to committee on 20.07.26. Noted.
	h	To discuss planning enforcement issues – to refer any new issues and updates, if any.
	i	Clerk to request an update on The Ranch enforcement.
	i	Planning Correspondence: Letter from Hayley Jewels – head of Development Management & response circulated in July. Noted.
	ii	Invite to CC planning training. 23.09.26 16.00-17.30. Circulated prior. Noted.
	iii	Consultation on Draft Validation Guide. Noted.
90/26		WORKING GROUPS - to receive reports (if any), and agree any necessary action and expenditure:
	a	Amenities:
	i	Toilets– to approve sum of £444 for Electrical Services to test electrics, replace missing earth wire and install hand drier in disabled toilet. Work undertaken on 16 th July. It was proposed, seconded and resolved to approve.
	ii	Toilets – Electrical Services (Plumbing Dept) costs to undertake urgent temporarily fix leaks caused by blockages: 1st Urgent temporary repair 16.07.26: £442.80. To approve. 2nd Lasting temporary repair 30.07.26: £578.40. To approve. - Clerk to work with SWW and contractors to design & cost a long-term solution. To approve. It was proposed, seconded and resolved to approve.
	iii	To approve Glanville’s invoice for having spare toilet keys cut, in the sum of £20. It was proposed, seconded and resolved to approve.
	iv	To approve OJT Glanville’s July purchases for the noticeboard £7.33. It was proposed, seconded and resolved to approve.

	v	Solicitors instructed to act on behalf of PC to renew Playing field lease and associated fees in the sum of £1650 plus disbursements. £100 paid in advance to cover disbursements. 03.08.26. It was proposed, seconded and resolved to approve.
	vi	ROSPA Playground Report. Noted.
	vii	Table Tennis ground clearance – to approve OJT June invoice £80. It was proposed, seconded and resolved to approve.
	b	Transport and Rights of Way:
	i	Local Maintenance Partnership 2026/27 Enhanced Scheme – to approve quote for works to 409/20/1 Off the Path to Winsor Lane and application. Quote circulated prior - Cornish Stone £7,902 . Sun Haven kindly agreed to let us tip aggregate in their yard. Application successful. It was proposed, seconded and resolved to approve.
	ii	409/51/1 Trevarrian footpath. To approve Land Registry enquiry by Clerk at a cost of: Title Register £24.95 & Title plan £24.95. It was proposed, seconded and resolved to approve.
	iii	Road Closures – Noted. - Five lanes to Trevenna Cross, St Mawgan 19th - 23rd October 2026. (07.30-18.00) - Trevedras Rd, St Mawgan and road from Mawgan Porth Holiday Park to Ox Lane, St Mawgan 23rd – 24th November 2026 (07.30-18.00) - New Road Carloggas, 18th -19th January 2027 (19.00 – 06.00)
	iv	The Maladyke modification order application has now been submitted. Noted.
	v	Speed statistics. Circulated prior. Cllr N Shield. Noted.
	c	Beach and Environment:
	i	Accessible section shingle shift – looks OK currently.
	ii	Notice board to highlight dunes info & wildlife. Chair to liaise with Cornwall Wildlife Trust and bring design to next meeting. Noted.
	iii	Mawgan Porth bins & recycling could not be discussed due to Cllr R O'Connor not being present. To add to September agenda.
	d	Neighbourhood Plan - report circulated. Noted.
	e	St Mawgan Community Hall - report circulated. Noted.
	f i	Burial Ground – To approve slate marker order for £53.50 (NM). It was proposed, seconded and resolved to approve.
	ii	There has been 1 burial in July in the military section. Noted.
	iii	Memorial for P Begley. To approve. Photos circulated prior. It was proposed, seconded and resolved to approve subject to clarification of any artwork by Clerk / Chair.
	iv	Ashes plaque for R J & S Stammers. To approve. Photo in email circulated prior. It was proposed, seconded and resolved to approve.
91/26		FINANCE & LEGISLATION
	a	To note any income received. June: Bank Interest June £18.40, Beach Clean donations: £500, Burial Ground: Parishioner & slate marker fee (NM) £439.50, parishioner plot res & interment fee (FXP) £579. July: £50 Uni of Exeter for event; Interest £19.04; £1778.52 VAT claim. Noted.
	b i	Accounts: July payments via online banking (previously circulated). It was proposed, seconded and resolved to approve.

	ii	To approve invoices for payments in August via online banking after the meeting (schedule previously circulated). It was proposed, seconded and resolved to approve.
	iii	Debit card approved and with Clerk. This will be used in future instead of Credit card for simpler accounting. Noted.
	c	Bank Reconciliation: to approve to 30 th June. It was proposed, seconded and resolved to approve.
	d i	Clerk's overtime & expenses: AH June: 62.25 hrs - 60 =2.25 hrs overtime plus 22.5 holiday hours x 17.47= £432.38 (paid in August). June Travel 135 x 0.55=£74.25 (paid in July). It was proposed, seconded and resolved to approve.
	ii	AH July: To approve. 201 miles x 0.55= £110.55. (paid in August). It was proposed, seconded and resolved to approve.
	iii	Clerk's overtime & Expenses: HH June: 111.5 hrs-60 =51.5 hrs overtime £899.70. (paid in August) June travel: £38.17. Expenses: 1 st class stamps £15.99; First Class stamps: £18.49; Cellotape £1.50; Assorted envelopes £9.99; Shredder £25.49. Total: £71.46 (paid in July). It was proposed, seconded and resolved to approve.
	iv	Clerk's overtime & Expenses: HH July. 109 hrs-60=49 hrs overtime x17.49= £857.01 (approved August and paid in September). Mileage (70.6x0.55) £38.83 - paid in August. It was proposed, seconded and resolved to approve.
	v	Mawgan Porth Village Hall – to approve £129 for servicing of emergency lighting & fire extinguishers via CIL donation. It was proposed, seconded and resolved to approve.
	e i	Credit Card Summary June; Instant Ink 20.48; IONOS £1.20; Ms 365 requires retrospective approval in the sum of £84.99. Total £106.67 - paid via DD on 13 th July 26. It was proposed, seconded and resolved to approve.
	ii	Credit Card Summary July: IONOS £1.20; HP Instant Ink £20.48. Total £21.68 to pay in Aug by DD. It was proposed, seconded and resolved to approve.
	f	Review of the Council's employment policies and procedures: Updated policies x 2 incorporating Cllr L McKenzie's comments.
	i	Review the PC's Social Media Policy – to approve update and addition of 7.4. Circulated prior. It was proposed, seconded and resolved to approve.
	ii	Communication Policy – to approve update with amendments to (xiv). Circulated prior. It was proposed, seconded and resolved to approve.
92/26		REPORTS FROM MEETINGS:
	i	Mtg with Jody Jeffrey of Cornish Custom Homes 9 th July – Chair & Vice Chair. Noted.
	ii	CALC EGM 23 rd July – Chair. Noted.
93/26		CORRESPONDENCE RECEIVED: To note and discuss (if appropriate) the correspondence received since the last meeting and any associated actions and expenditure.
	i	Correspondence from Chris Deakin Cornwall Council. Retrospective approval to put a new solar powered (battery backup) RTI screen at the bus shelter opposite the Travellers rest at Trevarrian. Correspondence circulated in June. It was proposed, seconded and resolved to approve.
	ii	Van Dweller Survey. Circulated prior. Comments sought. Clerk to respond with Chairs approval.

	iii	Forest for Cornwall applications open for tree planting. Up to £4k. FAQ's circulated prior. Noted.
	iv	Peter Greening – obstructions to footpaths 28 & 29. Clerk to pursue actions to resolve the obstructions.
	v	John H Collins – Watergate Bay Motorsport Ltd, Watergate Bay Sprint – mtg in September. Correspondence previously circulated. Noted.
	vi	Correspondence from Boardmasters re the tour – Vice Chair. Noted.
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:		
94/26		CONTRACTS
	i	Toilet contract: To approve renewal of contract at the same contractor and cost as last year. It was proposed, seconded and resolved to approve and sign the printed contract after the meeting.
95/26		NOTICE OF ITEMS FOR THE NEXT AGENDA: (note – no decisions can be taken on any item raised under this heading).
	i	Playing Field Leat Clearance (TP Trees)– to approve invoice in the sum of £TBC
	ii	Playing Field Drain restructure (RBS Groundworks Ltd) – to approve quote in the sum of £TBC
	iii	Playing field Bookings – new system.
	iv	Any further costs associated with Playing Field lease renewal.
	v	Community Flood Group – to purchase radios in the sum of £TBC (via Community Flood Forum Grant).
	vi	Beach cleaning – recycling bins.
96/26		CLOSE OF MEETING 20.00

Date of Next Meeting: Wednesday 9th September 2026
at St Mawgan Community Hall, 6.30pm

Signed as a true record of the meeting
9th September 2026

Payment Schedules for July & August below:

St Mawgan-in-Pydar Parish Council Schedule of Payments

Sheet 10 July 2026

Source	Name	Details	Amount	Total	Min ref
Credit Card	HP Instant Ink	Paper & Ink subscription	20.48		
10/06/2026	IONOS Cloud	Business Mailbox + 1 month DNS i	1.20		
	Ms store	MS 365	<u>84.99</u>	106.67	91/26 e(i)
Paid Ahead					
Credit card	Display-sign.co.uk	Tony accolade frame	14.39	14.39	65/26a (ix)
Regular payments					
Direct Debit	Vodafone	Mobile Phone & Tablet May		22.81	
Direct Debit	Lloyds Bank	Bank Charges debited on or after 18 June		4.25	
Direct Debit	Eon	Bier Shed electric June use and standing charge		9.45	
Direct Debit	NEST(Direct from PC	HH Employer's Pension Contribution	20.43		
Direct Debit	NEST (Direct from PC	HH Employee Pension contribution	<u>27.24</u>	47.67	
Standing Order	Clerk salary (HH)	HH Salary 1st of month		1048.20	
Sub total of automatic & CC payments				1253.44	
Online					
1	A Hayne	Clerk's Salary - June	1048.20		
		Additional hours (Feb-May)	2306.04		77/26g(i)
		Student loan debt	-81.00		
		National Insurance			
	deduction		-184.50		
	deduction	Income tax	-461.00	2627.74	
		Travel Expenses June	74.25		91/26 d(i)
		Travel Expenses 10p extra pm bac	18.50		86/26 c (iii) .
		Home as office	<u>26.00</u>	118.75	
2	H Hillman	Clerk's salary - June			
		Additional Hours - May	152.86		77/26g(ii)
	deduction	National Insurance	-12.24		
	deduction	Income tax	-30.40		
	deduction	Nest Pension	-27.25	82.97	
		Travel Expenses June	38.17		91/26 d(iii)
		Travel Expenses 10p extra backdated May	5.50		86/26 c (iii)
		Home as office	26.00		
		Office supplies purchased from Amazon	<u>71.46</u>	141.13	91/26 d(iii)
3	HMRC	Employer's NI Contribution June	558.20		
		AH Student loan repayment	81.00		
		Tax deducted	491.40		
		Employee NI Contribution June	<u>196.74</u>	1327.34	
4	Major Clean (T Rober	Toilet Clean contract June	752.62		
		Playing Field Bins	<u>25.00</u>	777.62	117/25 a
5	M Farmer	Beach Clean - June		1597.50	38/26 b
6	T P Tree Services Ltd	Grass cutting at playing field, cemetary & church yard in June		1400.00	38/26 a(i)
7	Tom Wakelam Garden	Repainting disabled toilet labour & materials		400.00	65/26a(viii)
	ROSPA invoice 98586	Annual Play area inspection		109.20	34/26a(i)
8	Ellis Environmental	Investigate holes in playing field 79/26a(i)		64.00	79/26 a(i)
9	Cornish stoneStone Contractors	Fitting closer to toilet door		348.00	65/26a(xi)
10	Glanville's	Everbuild Stixall White		7.33	90/26 a(iv)
11	Reef Water Solutions	WC Inspection 09.06.26		23.48	007/26a (iv)
12	MP Village Hall	June Meeting		30.00	
13	Cornwall Council	Litter bin emptying		2119.69	47/26a (vi)
14	Plan Support	Support with Neighbourhood plan		1925.00	049/25(f)
15	Michael Farmer	OJT St Mawgan Toilets work	100.00		
		OJT St Mawgan Playing field prep	80.00		96/26 a(vii)
		OJT Trevarrian Notice Board	<u>100.00</u>	280.00	
16	South West Water	Source for business		111.49	
Bank payments sub total				13491.24	
TOTAL			<u>14744.68</u>		

St Mawgan-in-Pydar Parish Council Schedule of Payments Sheet

11 August 2026

EXPENDITURE					
Source	Payee	Details	Amount	Total	Min Ref
Credit Card	HP Instant Ink	Paper & Ink subscription	20.48		
16.07.26	IONOS Cloud	Business Mailbox + 1 month DNS Pro	<u>1.20</u>	21.68	91/26 e(ii)
Paid Ahead Debit Card	Charles French Solicitors	Deposit on account		100.00	90/26 a(v).
	SLCC	ILCA Course		168.00	69/26
Debit Card	IONOS	Mailbox & DNS Pro 24.07.26		19.16	
Direct Debit	Vodafone	Mobile Phone & Tablet July		22.81	
	Lloyds Bank	Bank Charges debited 20.07.26		4.25	
	Eon	Bier Shed electric July use and standing charge		12.63	
		HH Employer's Pension			
	NEST(Direct from PC	Contribution	42.84		
		HH Employee Pension			
	NEST (Direct from PC	contribution	<u>57.12</u>	99.96	
Standing Order	Clerk salary (HH)	HH Salary paid 1.08.26		1048.20	
Sub total of Regular, Credit C & Debit C payments					1496.69
Online Bank Payments - August					
1	A Hayne	Clerk's Salary - July	1048.20		
		Additonal hours June	432.38		91/26 d(i)
	deduction	National Insurance	-34.61		
	deduction	Income tax	-86.60	1359.37	
		Travel Expenses July	110.55		91/26 d(ii)
		Home as office July	<u>26.00</u>	136.55	
2	H Hillman	Clerk's salary - July	899.70		91/26 d(iii)
	deduction	Additional Hours - June	-71.99		
	deduction	National Insurance	-179.80		
	deduction	Income tax	-57.12	590.79	
		Nest Pension			
		Travel Expenses July	38.83		91/26 d(iv)
		Home as office	<u>26.00</u>	64.83	
3	HMRC costs for AH & HH	Employer's NI Contribution July	389.17		
		Employee NI Contribution July	<u>106.60</u>	495.77	
		Tax deducted	266.40	266.40	
4	Major Clean (T Rober	Toilet Clean contract July	752.62		
		Playing Field Bins	<u>25.00</u>	777.62	117/25a
5	M Farmer	Beach Clean - July		1650.75	38/26 b
6	T P Tree Services Ltd	Grass cutting at playing field, cemetary & church yard in July	1200.00		38/26 a(i)
	TP Tree Services Ltd	2nd Cut Gold paths	<u>824.00</u>	2024.00	
7	CALC	Clerk Essentials training	78.00		69/26
	CALC	Cornwall Local Councils conferenc	<u>45.00</u>	123.00	86/26 c(ii)
8	Duchy Defibrillators	Annual monitoring fee		246.00	
9	Sportsafe	Table tennis table & bats			65/26a (iii) £1228.99
				1348.17	& 79/26a (i) £119.18
10	Reef Water Solutions	WC Inspection 07.07.2026		23.48	007/26a (iv)
11	MP Village Hall	CIL Payment emergency equipment servicing		129.00	91/26 d(v)
12	Electrical Services Plumbing	Temporary fix to leaking plumbing St M Toilets 16.7.26	442.80		90/26 a(ii)
		More permanent fix to Plumbing St M toilets	<u>578.40</u>	1021.20	90/26 a(ii)
Bank payments sub total					10256.93
MONTH TOTAL			<u>11753.62</u>		