



**Morwenstow Parish Council**

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**Draft** Minutes of the Monthly Parish Council Meeting. Held on Wednesday 17<sup>th</sup> May 2023 at the Community Centre, following the Annual Parish Council Meeting.

1.	Attended by: Cllrs. J Hobbs (Chair), J Phipps (Vice-Chair), N Steer, J Payne, C Myers, K Boundy, K Jones, G Worden, R Savage, S Tilbey, S Rosser (Clerk) and six members of the public.
2.	Apologies from: None received - all in attendance.
3.	Public Participation: A Parishioner explained that the Public were present in order to listen to item 9.g. The Parishioner was asked to wait until that item to speak.
4.	Disclosures: Cllr. Payne wished to register an interest in planning item PA23/03378. This was not required; Cllrs. Hobbs & Boundy are also connected by way of being Committee members.
5.	Dispensations: Written dispensation was not deemed required in connection to the above item.
6.	The previously circulated minutes of the Monthly Parish Council meeting held on 19 <sup>th</sup> April 2023 were approved and signed by the Chairman.
7.	Matters arising from the minutes and updates – <b>for information only</b> . None
8.	<p>To receive a report from our Cornwall Councillor: Shorne Tilbey.</p> <p><b>Community Chest Grants:</b> Opens up for this financial year next week £ 3k per Cornwall Councillor. Any interested groups to contact their Divisional Councillor for an application form or contact Sally Sanders Communities Support Assistant. Recipients have been: Bude Judo Club £ 750.00 The Wave Project £ 300.00 Hygiene Bank Bude Branch £ 300.00 Stratton Primary School £1,000</p> <p><b>Cornwall &amp; Devon Police Crime Panel</b> member along with Cllr Nick Chopak basically we are part of the overview and scrutiny committee. We unanimously supported the Police Commissioners Alison Hernandez proposal to increase the police precept below inflation 6% This increase and with national funding enabled our new CC Will Kerr which again was a unanimous appointment by the panel will enable the CC move towards our shared vision of a police force better connected to our communities. The focus will be on improving visibility of the police and access to them hence the reopening of Bude Police Station one of the first 6 to be opened as a Police Enquiry front desk office. Also the recent work on drugs and antisocial behaviour in Truro over the last weekend and is being rolled out in similar towns suffering from similar matters. We have a record number of officers at 3,600 officers. Work is still ongoing to improve the 101 call service for non-emergency calls. which the Commissioner acknowledges. In all emergencies, please call 999.</p> <p><b>C &amp; F OVS Committee:</b> We scrutinise various activities of the Council work programme relating to children &amp; families, such as last meeting back in the beginning of March, we looked at Curriculum Kernewek project part of the Cultural Belonging strand of the Together for Families Belonging Framework which is linked in with the Council's Equality, Diversity &amp; Inclusion Plan objectives, in particular supporting Cornish National Minority Status. Covering all areas of the historical activities of The Duchy, eg clay, tin &amp; copper mining, packet ships, also the Cornish language all to be fitted in the right places with the key stages of our children's education. in order that Curriculum Kernewek and The National Curriculum can link together.</p> <p>Also looking at the work within Religious Education, relating to the Cornish Curriculum recognising the religious education connections by SACRE Standing Advisory Council on Religious Education of which I am a member.</p> <p><b>H &amp; ASCOS Committee:</b> One of our main objectives is to reduce the Health inequalities experienced by residents of Cornwall and in particular North Cornwall. Officers are working to improve relationships with our Devon health service providers, which Bude and other areas of South East West Cornwall rely heavily upon. Some good news re Campus at Bodmin is under development with new scanning and acute procedure facilities.</p> <p>Work is still ongoing to reduce the ambulance waiting times due to lack of social care for our elderly residents to vacate the hospitals for a safe return to their homes.</p> <p>The Issue of support in local areas for mental health and opportunities for socialisation. This area is currently being considered with service users and community groups to develop networks of support with the potential for pump priming such community led projects.</p> <p>All Council minutes can be accessed via Cornwall Councils website and all meetings are available to view remotely as they are live streamed.</p>

	<p>Cllr Nicky Chopak and I are ever watchful on what is happening with Stratton MIU, which we understand do not always have suitable staffing levels, and has to close for Friday evenings, together with the lack of Drs at Stratton Medical Centre, causes all sorts of issues in obtaining access to medical advice and treatment. Nicky is Chair of Cross Border Health Care is trying to arrange meetings with our medical teams and NHS to hopefully address such matters.</p> <p>As a result Nicky is awaiting a call back from a Practice Partner, her comment deafened by silence and Nicky is following up.</p> <p>The Chair of The Friends of Stratton Hospital are coming to Morwenstow's AGM on 24th May to share with us their role and how we as a community can assist them.</p>
9.	<p>Parish Maintenance and Matters for discussion:</p> <ul style="list-style-type: none"> <li>a) Parish hedges; <i>Discussion over the continued despair over the lack of maintenance on the 'Gladwish Land' – C.Cllr. Tilbey requested that the Parish Council keep reporting this. <b>Clerk to email Oliver Jones.</b></i></li> <li>b) To note completed tree log; <b>checked and signed by the Clerk – no findings reported.</b></li> <li>c) i) To note completed playpark log; <b>checked and signed by the Clerk – findings reported as below.</b> ii) <i>Note findings of RoSPA report; all trivial items really. A1 – ownership details are on another sign. A6 – sign to be removed, P3 – no action identified. P4 &amp; P12 – entrapment to eliminate. P11 – rust to treat. P13 – cap missing &amp; P14 uneven surface – <b>Cllr. Jones offered to add woodchip to the uneven surface area.</b> Thoughts that perhaps next year we should have an accompanied visit to highlight things – further discussion required on appointment for 2024. Damage had been reported to the shelter, this was repaired the same day and reported to Cllr Savage to record.</i></li> <li>d) To note completed overall grounds log; <b>checked and signed by the Clerk – no findings reported.</b></li> <li>e) Road safety; <i>Cllr. Boundy had raised concerns over general road safety. Our roads have seen a number of accidents and loss of life in recent months. <b>It was decided that these concerns should be passed to Oliver Jones.</b> The main A39 is no longer a trunk road meaning that maintenance etc lies with Cornwall Council. <b>Clerk also to send support to Bude Police Station via email.</b> Encourage Parishioners to report bad driving where possible, as businesses do not wish to harm their reputations and will be more likely to take action. Discussion took place around the addition of 'Please drive carefully' signs. This led to a question being raised on the mobile speed visors owned by the Bude Area Community Network Panel with the new joined forces with Camelford. <b>C. Cllr Tilbey to raise question with Chris Sims – Community Link Officer and lobby at the next meeting.</b></i></li> <li>f) Tamara Project; <i>Cllr. Boundy had spoken to Mark Owen of the Tamara Project after the last meeting. Cllr. Boundy had visited the site due to house the carved stone and does not believe it to be the start of the Tamar. Further clarification is required with a site meeting. <b>Cllr. Boundy to follow up again and report back at the Annual Parish Open meeting next week. Clerk to also email.</b></i></li> <li>g) Localised flooding; a Parishioner spoke and highlighted the issues faced at present at Crosstown Green. There were reports of flooding, blocked drains and unsuitable surfaces to drive on which has led to cars driving over the Green. The Parishioner had written to Cornwall Council to complain and ascertain ownership. Difficulties here are that any ownership is shared between many. This topic has been a very difficult one for the Parish Council for many years with past associated history. By law the Green should be fenced off, not allowing any parking or vehicular access. Not enough information is known at present. Morwenstow Parish Council do not actually own the land known as the Green as yet. Discussion took place around some stone being added to the existing track but quotations would need to be received. Flooding had also been reported to C.Cllr. Tilbey by the landlord of the public house. Further investigation had taken place carried out by C.Cllr. Tilbey and Cllr. Hobbs. Land Registry documents need to be consulted. Advice on this matter had been requested by the Clerk from Cornwall Association of Local Councils. This advice is awaited. C. Cllr. Tilbey will keep residents informed of any legal matters arising.</li> </ul>
10.	<p>Round up of Coronation Celebrations: Lots of thanks and praise has been received following the recent Coronation celebrations at the Community Centre on Sunday 9<sup>th</sup> May. Thanks were given to the Community Centre Committee. It was agreed to pay the Bude Metric Brass Band the same as last year - £200. The Commemorative Coronation pins were generally very well received. Not all Parishioners accepted them. There are a few pin deliveries outstanding. These are being addressed.</p>
11.	<p>Health &amp; Well Being Project Update: <i>Since the May meeting, it has been confirmed that an additional application fee of £471.00 is required to validate the planning application. <b>This was agreed for payment.</b> It is <u>not</u> noted on the balance sheet (as not agreed before time of printing), it will appear on the June balance sheet, but the cheque has been issued. The Acoustic testing has been carried out to obtain baseline data last week – the report is awaited. Morwenstow Football Club have also reported the news of their successful application to the East Langford Solar Farm Fund for the purchase of the outdoor fitness suite. Steps will now be taken to progress the order.</i></p>
12.	<p>Bude &amp; Camelford Community Area Partnership - CAP's Update and Representative agreement. The new area map was shown on the projector. The representative had already been agreed at the Annual Parish Council Meeting prior to this meeting. The next meeting date is Monday 12 June 7-9pm at Crackington Haven. All Parish Councillors may attend if they wish. Only the representative will have a vote. C.Cllr. Tilbey stressed the importance of attending.</p>
13.	<p>To review the Hamlets: Editorial role, costs and distribution. Cllr. Phipps had agreed at the prior meeting to continue in her role as Editor. It was noted that it is easier to include more content with the online version. Cllr. Boundy reported that more of the hard copies are being taken each month but many aren't aware that they are available. A notice will go online to</p>

	highlight this. The recent Parish delivery of the Coronation pins; highlighted that going back to a full delivery system, will not be a sensible decision and will not happen.																
14.	Emergency Plan development. <i>Cllrs. Phipps &amp; Steer are progressing with the plan. They have gathered 4 co-ordinators along with assembly points, what3word details, emergency contacts for agencies. A skills register is required. It is hoped to submit a paper copy for evaluation next month. Cllr. Hobbs requested that provision is made within the plan for devolved powers as were issued during the Covid Pandemic.</i>																
15.	<p>Correspondence:</p> <ul style="list-style-type: none"> <li>* Cornwall Council: East Area Sub Committee updates; Good Growth Newsletter 3; Town &amp; Parish Council Bulletin x2; Planning officers re Health &amp; Well-Being Project application; Weekly planning lists; Consultation letters x2; CAPS update; Strategic planning agenda &amp; minutes; Planning consultees x 3; Neighbourhood planning; Forest for Cornwall x2; Positive Planning; Localism/CAPS re inaugural meeting 12<sup>th</sup> June; Good Growth Funding workshop 10<sup>th</sup> May + info event in Liskeard; Refuge &amp; Recycling changes.</li> <li>* Cornwall ALC: Smaller councils meeting and minutes; Armed Forces Day; VAT guidance for Coronation celebrations.</li> <li>* ICO newsletter – free online data protection course 3<sup>rd</sup> October</li> <li>* NALC – Events x3; Newsletters x3; CEO Bulletin x3; job listings x 3; Star council awards.</li> <li>* Rural Service Network x 4 &amp; Funding Digests.</li> <li>* Parishioner Emails re development query with follow up enforcement reference &amp; bus services.</li> <li>* Various correspondence re Coronation Celebrations plus thank yous.</li> <li>* RoSPA report &amp; invoice</li> <li>* Zurich renewal and subsequent correspondence</li> <li>* HMRC newsletters and updates. <b>Question raised re Audit check for Cleaning staff – Clerk to address.</b></li> <li>* Solar Vision – lighting information</li> <li>* The National Trust/Kilkhampton Parish Council re slippage at Duckpool</li> <li>* VAT Claim confirmation.</li> <li>* South West Coast Path Newsletter – May.</li> <li>* Noise Impact Assessment – Clear Acoustic Design.</li> <li>* Robert Larter – Internal Auditor – further documentation request/completed audit &amp; invoice.</li> <li>* Annual Parish Meeting responses.</li> <li>* North Kernow Housing.</li> <li>* Tamar Toll Action Group update.</li> <li>* Outdoor gym equipment sales follow up requests.</li> <li>* Ocean Housing Group.</li> <li>* Defib Sales emails.</li> <li>* Duchy Health Charity.</li> </ul>																
16.	<p>Finances:</p> <p>a) To confirm accounts spreadsheet with bank statements and agree payments due. All were agreed. Payments were as follows: Aquiss – Broadband; £32.00, Zurich – Annual Insurance cover; £562.04, Parish Magazine Printing – May edition, £62.92, RoSPA – Playground equipment inspection; £111.00, Robert Larter – Internal Audit; £125.00, Morwenstow Community Centre Committee – repayment in part for Coronation expenses; £374.28, Bude Metric Brass Band – Coronation performance; £200.00, Chadds – toilet rolls; £55.32. <i>Invoices were checked and signed by Cllr. Hobbs; cheques were signed and initialled by Cllrs. Boundy &amp; Phipps; the accounts and statements were checked and signed by Cllrs. Worden &amp; Payne.</i></p> <p><a href="#">Bank reconciliation at 28<sup>th</sup> April 2023</a></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Balance as at 31/03/2023</td> <td style="text-align: right;">- £13,553.01</td> </tr> <tr> <td>Plus income (precept)</td> <td style="text-align: right;">- £10,000.00</td> </tr> <tr> <td><b>Less expenditure</b></td> <td style="text-align: right;"><b>- £ 380.13</b></td> </tr> <tr> <td>Balance as at 28/04/2023</td> <td style="text-align: right;">- £23,172.88</td> </tr> <tr> <td>Bank statement as at 28/04/2023</td> <td style="text-align: right;">- £23,172.88</td> </tr> <tr> <td><b>Less outstanding payments</b></td> <td style="text-align: right;"><b>- £ 1,411.33</b></td> </tr> <tr> <td>Business reserve balance as at 31/03/2023</td> <td style="text-align: right;">- £10,087.16</td> </tr> <tr> <td><b>Total funds held as at 28/04/2023</b></td> <td style="text-align: right;"><b>- £31,848.71</b></td> </tr> </table> <p>b) To review the budget for 2023/24. <b>The budget was reviewed.</b> <i>Two items are over budget, the insurance premium has increased. The internal audit rose also – no problems foreseen.</i></p> <p>c) Review of Internal Audit. <i>Email from Robert Larter was read, with suggestions noted. The Clerk has already implemented changes to the Agenda; a bank reconciliation has been added to the minutes going forward (as above).</i></p> <p>d)</p> <ol style="list-style-type: none"> <li>1. To receive the ‘Internal Examination of the Council’s Procedure’s’ for year ending 31st March 2023. (as above)</li> <li>2. To agree and answer each Section of the Annual Governance Statement for year ending 31st March 2023. (<i>The Chairman read out each question of the Annual Government Statement and members answered each question in turn</i>)</li> </ol>	Balance as at 31/03/2023	- £13,553.01	Plus income (precept)	- £10,000.00	<b>Less expenditure</b>	<b>- £ 380.13</b>	Balance as at 28/04/2023	- £23,172.88	Bank statement as at 28/04/2023	- £23,172.88	<b>Less outstanding payments</b>	<b>- £ 1,411.33</b>	Business reserve balance as at 31/03/2023	- £10,087.16	<b>Total funds held as at 28/04/2023</b>	<b>- £31,848.71</b>
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	<p>3. To receive, approve and sign the Statement of Accounts for the Annual Audit Return for year ending 31st March 2023. <b>Approved by full Council, signed by the Chairman. Previously signed by the Clerk before presentation.</b></p> <p>e) Completion of 'No conflict of interest' form for BDO LLP (external auditor) was agreed and completed. Clerk to return form.</p>
17.	<p>Planning:</p> <p><b>Applications received for consultation by members to agree a consultee response to be submitted to Cornwall Council:</b></p> <p><b>P1</b> <a href="#">PA23/02854</a></p> <p><b>Proposal:</b> Erection of a domestic polytunnel 20ft long x 12ft wide x 7ft 7inches high (6.1m x 3.7m x 2.31m) forward of existing building line.</p> <p><b>Location:</b> Nor Park Woolley Morwenstow Cornwall</p> <p><b>MPC Comments:</b> <i>No objections</i></p> <p><b>P2</b> <a href="#">PA23/02237</a></p> <p><b>Proposal:</b> Sand school and stables without compliance of condition 3 in relation to decision notice PA20/11529 dated 16/02/2021</p> <p><b>Location:</b> Land East of Valley View Morwenstow Bude Cornwall</p> <p><b>MPC Comments:</b> <i>Morwenstow Parish Council would like to request that an 'in person' Highways site visit takes place for this application. In order to ascertain the suitability/enhancement requirements for the access. Morwenstow Parish Council would also like to request the placement of a suitable condition; to ensure that this application does not provide a future opportunity, for residential development in the open countryside.</i></p> <p><b>P3</b> <a href="#">PA23/03378</a></p> <p><b>Proposal:</b> Proposed Solar PV on West and East facing roof</p> <p><b>Location:</b> Morwenstow Community Centre</p> <p><b>MPC Comments:</b> <i>No objections.</i></p> <p><b>No other planning applications were discussed.</b></p> <p>For information only:</p> <p><b>Cornwall Council Decision Approved/Withdrawn:</b></p> <p>PA23/01289   Proposed hay/straw, machinery and occasional lambing building   Shears Farm Woodford Bude Cornwall EX23 9JD – <b>Approved with conditions. (one of these being for agricultural purpose only, as requested by MPC)</b></p> <p>PA23/01324   Proposed concrete slurry tower   Stursdon Farm Coombe Valley Bude Cornwall EX23 9HU – <b>Approved with conditions.</b></p> <p>PA23/01720   Submission of details to discharge condition no. 5 in respect of decision notice no. PA22/04819 dated 20/10/2022   Chapel Barn Shop Morwenstow Bude Cornwall EX23 9SQ - <b>Decided</b></p> <p>PA23/01884   Variation of Condition 2 (approved plans) of Application No. PA22/04819 dated 20th October 2022 (Proposed new build residential unit on site of existing outbuilding)   Chapel Barn Shop Morwenstow Bude Cornwall EX23 9SQ - <b>approved with conditions.</b></p> <p>PA23/02210   Two-storey extension to rear (Western elevation) of existing house   Valley View Woolley Morwenstow Bude Cornwall EX23 9PW – <b>approved with conditions.</b></p> <p>PA23/03477   Submission of details to discharge Conditions 3 and 5 in respect of Decision Notice PA22/08773 dated 08.12.22.   The Old Malt House Shop Morwenstow Bude Cornwall EX23 9SJ – <b>Decided.</b></p> <p>PA23/03954   The Electronic Communications Code (Conditions and restrictions) Regulations 2003 (as amended) - Regulation 5 Notice of Intention to Install Fixed Line Broadband Apparatus.   Street Record Woodford Bude Cornwall – <b>Decided.</b></p>
18.	<p>Arrangements were confirmed for the Annual Parish Meeting on 24<sup>th</sup> May 2023. Meeting dates for 2023/24 have been published online and in the notice board.</p>
19.	<p>Date of next monthly meeting – Wednesday 21<sup>st</sup> June 2023.</p>