



**Morwenstow Parish Council**

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**Draft minutes** of the Monthly Parish Council Meeting at 7:30pm on Wednesday 18<sup>th</sup> June 2025; at the Community Centre.

1.	Attended by: Cllrs. J Hobbs (Chair), J Phipps, N Steer, G Worden, J Payne, S Tilbey, C Myers, J Amos-Yeo, Cornwall Councillor - F Emery, four members of the public and the Clerk – S Rosser.
2.	Apologies for absence were received and accepted from: Cllr. R Savage.
3.	Public Participation: The planning agent for item 18 -P1, Mr Walter Wonnacott was given three minutes to outline the proposal of the application. He explained the recent changes to planning laws in the past months. He explained that this application covers a smaller parcel of land than the previous applications. No further questions were asked of Mr Wonnacott.
4.	Disclosures: Cllr. J Amos-Yeo declared an interest in item 18 – planning application 3, he left the room during the discussion.
5.	Dispensations: None were required.
6.	The previously circulated minutes of the Annual & Monthly Parish Council meetings held on 14 <sup>th</sup> May 2025 were approved and signed by the Chairman. One amendment had been made to read 'Morwenstow Educational Trust' in the annual minutes.
7.	Matters arising from the minutes and updates – for information. <i>Bus Stop pole and flag going forward for Crosstown – will take approx. 6 – 8 weeks for installation.</i>
8.	To receive a report from our Cornwall Councillor: Faye Emery. There is a marked increase in Planning in Principle (PiP) applications at present. It was noted that the application that has already been mentioned does contain a lot of detail, of which many do not. There are planning consultations live at the moment and I will forward the links to the Clerk. The number 12 bus that travels between Bude & Plymouth had become 3 buses at one stage. It is now back to 2 buses with a change in Launceston but it still isn't ideal. There are no services to Barnstaple, Exeter or Truro that are easily accessible. The car parks are no longer being sold off by Cornwall Council; the decision was reversed, but there aren't any that were affected in this area. The North Cornwall Community Area Partnership meeting was well attended. The Chair is Cornwall Councillor Nicky Chopak, the Vice Chair is Councillor Alan Whittle. There are working groups for transport and health & wellbeing. The NHS plan to integrate more with North Devon. Cllr. Hobbs expressed that he felt that there could have been representation from Camelford more in the chairmanship as was previously. While also suggesting that it is usually better to promise little and deliver much, rather than the other way around. C. Cllr. Emery asked for examples of good practice that has been shown from the CAP in the past. Cllr. Hobbs spoke of the Highways fund and the benefits that it brought in the past.
9.	Parish Maintenance and Matters for discussion: <ul style="list-style-type: none"> <li>a) Parish maintenance &amp; hedges; it was noted that there has been recent damage to trees on the highway with a large vehicle passing through.</li> <li>i. New signage costs for parking/over-night parking &amp; dog fouling issues. The Clerk had obtained costs for two different thickness's of foamex signs from RedSmart in Kilhampton. <i>It was resolved to purchase the 5mm thickness signs in the A4 &amp; A3 with a cost of £50.00 + VAT for 4 signs. Cllr. Amos-Yeo suggested approaching a Parishioner for the Crosstown sign installation location and agreed to do this.</i></li> <li>b) To note completed tree log; {tree 0547 needs to be removed before shed is installed – assistance will be sought for this.}</li> <li>c) To note completed playpark log; Cllr. Savage was not in attendance.</li> <li>d) To note completed overall grounds log; <b>Cllr. Payne to forward these to the Clerk by email.</b></li> <li>e) To note completed outdoor fitness equipment log; {bearing outstanding}. <b>Cllr. Payne to forward to the Clerk by email.</b> <i>ALL CHECK SHEETS ARE NOW OF A STANDARDISED FORMAT TO BE CHECKED AND RETAINED BY THE CLERK MONTHLY.</i></li> <li>f) Union Flag: costs obtained by Cllr. Amos-Yeo. Costs were a total of £97.78 for both a Union Flag and a Flag of St. Piran. <b>Clerk to request a proforma invoice for the next meeting for purchase from Mr Flag.</b></li> </ul>
10	New resident welcome pack: Following the April meeting it was resolved to create a welcome pack to be available online. This is to promote sustainability of the all of the many groups and services that we have in our Parish. It will be a digital document collated by the Clerk; the following information will be included at present. <ul style="list-style-type: none"> <li>• Welcome – Cllr. Hobbs</li> <li>• History - to be taken from website with Alan Rowlands permission - Clerk</li> <li>• Religious venues – Cllr. Tilbey</li> <li>• Facilities – Cllr. Phipps</li> <li>• Establishments - Cllr. Phipps</li> </ul>

	<ul style="list-style-type: none"> <li>• Groups – Cllr. Myers</li> <li>• Outdoors – PROW &amp; SWCP etc – Cllr. Steer</li> <li>• Useful contacts – Cllr. Phipps</li> <li>• Education – Cllr. Payne</li> <li>• Emergency Plan - to be taken from website – Clerk</li> <li>• Re-occurring events – Patronal Festival/One off events/monthly events and so on – Cllr. Amos-Yeo</li> <li>• Transport – Cllr. Worden</li> </ul> <p>Details to be compiled with a target completion date of September 2025.</p>
11.	<p>Health &amp; Well Being Project Update:</p> <ol style="list-style-type: none"> <li>Funding has been obtained for the shed and ancillary items from Grantscape (East Youlstone Wind Turbine Fund) Shed cost within tonight's payments. A proposal to ask the Community Centre to store the items until the shed arrives was discussed but won't be taken forward at present. <b>Benches can be ordered now.</b></li> <li>RoSPA report highlighted a couple of issues. They have been rectified where required and are being monitored where needed.</li> <li>Bin contract has been progressed. This needs a direct debit to be set up. One payment will be taken for the year (or until we need more bags). Contract to be signed by Chair and Clerk (docusign) Cost of £160 for the year (or as long as the roll of bags lasts).</li> <li>Costs for a small toolkit obtained – Forge steel 22 piece and bag £39.99. Additional items will be required such as brush/shovel etc. Anticipated cost for all between £100 - £200.</li> </ol>
12.	<p>RoSPA Reports: <b>Everyone has received these – notes to go through on front sheets</b></p> <ol style="list-style-type: none"> <li>Play Park – Outdoor play people have carried out repairs today. These have been carried out free of charge. We still need to find a suitable contractor for slide repairs. The rocker surface area needs to be made good.</li> <li>Outdoor Fitness Equipment – bearing replacement still troublesome. A few items need some corrosion addressing and one needs lubrication.</li> <li>Pump Track – contractors monitoring.</li> <li>Multi Use Games Area – items addressed.</li> </ol>
13.	<ol style="list-style-type: none"> <li>Request to extend the Community Centre Building from the Community Centre Committee. <i>No official update but the Council are aware that a sub-committee is being formed to further the request.</i></li> <li>E.V. Charging progression – this will be a long journey – if we pay it will be between £8k - £10k. Funding will be required. <i>It was resolved to put this on hold for the time being. Further information will continue to be gathered.</i></li> </ol>
	<p>Cornwall Council:</p> <ol style="list-style-type: none"> <li>Street Trading Policy Review – Cllr. Tilbey to complete this.</li> <li>20mph phase 4 roll out presentation – Thursday 26<sup>th</sup> June 2:30pm – 4pm on Teams – <i>attended by Cllr. Myers and the Clerk.</i></li> </ol>
14.	<p><b>General Training:</b> Number of opportunities within the Training Bulletin – available to all Councillors – see <a href="#">Calendar</a>.</p> <ul style="list-style-type: none"> <li>- Code of Conduct dates available: Tuesday 12<sup>th</sup> August (Cllr. Tilbey) or Wednesday 24<sup>th</sup> September 6:30 – 8:30pm.</li> </ul> <p><b>Thursday 19 June</b> (16.00-17.30) Development Management with Davina Pritchard and Chantal McLennan, Development Management Group Leaders Getting Involved with Gavin Smith, Development Management Group Leader</p> <p><b>Thursday 10 July</b> (16.00-17.30) Enforcement and Compliance with Jon Drew and Alan Mason, Planning Enforcement Group Leaders Appeals – Chantal McLennan, Development Management Group Leader <b>ALL DELIVERED ONLINE.</b></p> <p><b>Safeguarding Training:</b> Provisionally booked with Dawn Leighfield for Wednesday 3<sup>rd</sup> September 2025. To be delivered in the Committee Room. <b>To be confirmed.</b> The Council resolved to include contractors: Shirley &amp; Roy Francis and Paul Jenkin along with anyone that may work with him.</p> <p><b>DBS Checks:</b> Clerk has sent links to all Councillors to act upon. Five have completed these so far – thank you. ID checks were carried out by the Clerk after the meeting. The outstanding Councillors are asked to complete their applications before the next meeting. It was noted that some Cllrs. have had issues accessing the website.</p>
15.	<p>Correspondence:</p> <ul style="list-style-type: none"> <li>* Cornwall Council: Planning officers; planning consultations x 3; positive planning; Chris Deakin – re bus stop; CIL enquiries; Cllrs Faye Emery &amp; Nicky Chopak; T &amp; PC newsletters x 2; Corporate &amp; information governance; east area subcommittee &amp; strategic planning; employment vetting; HR learning &amp; development team; street trading policy review; affordable housing; expenses; 20mph phase 4; CAP &amp; localism, streetworks notifications; monumental improvement team; neighbourhood planning/ Oliver Jones; planning appeals &amp; Rosie Beer - CLUP.</li> <li>* Cornwall ALC &amp; NALC – various including training and advice re Clerk role vacancy.</li> <li>* H &amp; WB Project various: Grantscape; Ruby UK- shed price; Sport England; Angel Trails; Daniel Vanstone; Harrod Sport; Steering group members &amp; Donna Latham – waste contract.</li> <li>* Parishioner Emails: Amendment to Annual Minutes; Hawker church service request; website info; church visit requests x 2; cybercrime details request &amp; response to Patronal festival grant support clarification; advice request re dispute.</li> </ul>

	<p>* NatWest various.</p> <p>* Invoices: Aquiss, Chadds, Parish Magazine Printing, JAG Signs,</p> <p>* Newsletters and updates from <a href="#">Information Commissioners Office</a>; HMRC; <a href="#">Rural Service Network</a>; <a href="#">South West Coast Path</a>; <a href="#">Volunteer Cornwall</a>, <a href="#">Clean Cornwall</a>.</p> <p>* Sales emails: AEDs &amp; parts; Croner Events Training; Cybercrime Training.</p> <p>* <b>Bude &amp; Greater Area Chamber of Commerce – meet Ben Maguire MP Friday 11<sup>th</sup> July between 4pm &amp; 6pm. Venue TBC</b></p> <p>*Citizens Advice statistics update – for screen. <b>Noted that the Council would like to invite Wailim Wong back to a future meeting to give another presentation.</b></p>																		
16.	<p>Finances:</p> <p>a) The accounting spreadsheets had been distributed prior to the meeting and were also shown on the projector. All payments were agreed as per the schedule. The invoices were checked and initialled by Cllr. Amos-Yeo. The cheques were signed and initialled by Cllrs. Hobbs &amp; Phipps. Cllrs. Worden &amp; Steer checked and signed the bank statements. <i>The Budget was also checked and is on track.</i></p> <p><i>Invoices paid were as follows:</i></p> <p>Aquiss – Broadband: £35.00; Parish Magazine Printing – June Hamlets: £46.19; Chadds – hand towels &amp; toilet rolls: £37.14; NatWest – bank charges: £5.60; Richard Francis – toilet repairs: £45.68; Cornwall ALC Ltd – training: £42.00; JAG Signs – Hawker Country sign: £801.98; Mrs S Rosser – Clerk salary April – June + expenses: £1975.66; ShedsScene Bude – Shed for MUGA: £2297.00.</p> <table> <tr> <td>Bank reconciliation at 30<sup>th</sup> May 2025</td><td></td></tr> <tr> <td>Balance as at 30/04/2025</td><td>- £ 25,923.42</td></tr> <tr> <td>Plus income: Nil</td><td>- £ 0.00</td></tr> <tr> <td>Less expenditure</td><td>- £ 3,790.60</td></tr> <tr> <td>Balance as at 30/05/2025</td><td>- £ 22,132.82</td></tr> <tr> <td>Bank statement as at 30/05/2025</td><td>- £ 22,132.82</td></tr> <tr> <td>Less outstanding payments</td><td>- £ 0.00</td></tr> <tr> <td>Business reserve balance as at 31/03/2024</td><td>- £ 312.02</td></tr> <tr> <td><i>Total funds held as at 30/05/2025</i></td><td><i>- £ 22,444.84</i></td></tr> </table> <p>b) Update of bank mandate. Signatures and relevant info were obtained for the new mandate to remove former Cllr. Boundy and add Cllrs. Myers &amp; Steer. The online banking switch failed and needs to be completed again. The Clerk will action this.</p>	Bank reconciliation at 30 <sup>th</sup> May 2025		Balance as at 30/04/2025	- £ 25,923.42	Plus income: Nil	- £ 0.00	Less expenditure	- £ 3,790.60	Balance as at 30/05/2025	- £ 22,132.82	Bank statement as at 30/05/2025	- £ 22,132.82	Less outstanding payments	- £ 0.00	Business reserve balance as at 31/03/2024	- £ 312.02	<i>Total funds held as at 30/05/2025</i>	<i>- £ 22,444.84</i>
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17.	<p>HR: Advertisement of Clerk/RFO role.</p> <p>The cost of advertising in the local paper will be £199 + VAT. This will cover a multitude of areas both online and in print. Advertising also to take place on the Parish Council website, Hamlets and Facebook page. The role will also be advertised by CALC. The hours were increased from 9.5 hours to 11 hours per week. Salary SCP 14 – 18 depending on experience starting at SCP14. Deadline for applications will be Friday 25<sup>th</sup> July. Interviews to be held on Wednesday 6<sup>th</sup> August. Start date 1<sup>st</sup> November, this could be sooner for training and a handover period.</p>																		
18.	<p>Planning: <b>Planning Partnership:</b> No new information is available at present.</p> <p><i>Applications received for consultation by members to agree a consultee response to be submitted to Cornwall Council:</i></p> <p><b>P1 – <a href="#">PA25/03568</a></b>   Permission in principle for between one and three new dwellings (minimum 1 maximum 3)   Land North Of Stone Park Woodville Road Woodford Bude Cornwall EX23 9JA  <b>MPC Comments:</b> Morwenstow Parish Council are content with this application; but would appreciate guidance for future applications if it is available please.</p> <p><b>P2 – <a href="#">PA25/03167</a></b>   Listed Building Consent for:- Alterations to existing first floor window, upgrading of doors to the head of the stairs, installation of mains fire detection systems with wireless detectors, upgrading of first floors to help prevent smoke ingress and improve fire integrity. Installation of external fire escape   Hawkers Cottages Coombe Valley Bude Cornwall EX23 9JN  <b>MPC Comments:</b> Morwenstow Parish Council have no objections to this application.</p> <p><b>P3 – <a href="#">PA25/03276</a></b>   Proposed slurry lagoon (SIG)   Cory Farm Morwenstow Bude Cornwall EX23 9ST  <b>MPC Comments:</b> Morwenstow Parish Council have no objections to the application; providing it is built to the specification of the standards set out, by the appropriate governing body. Thank you.  No further applications were discussed.</p> <p><b>Enforcement updates – none available.</b></p> <p>For information only:</p> <ul style="list-style-type: none"> <li><b>Awaiting decision:</b>  <a href="#">PA25/02559</a>   Installation of ground mounted solar PV array.   Bush Inn Crosstown Morwenstow Bude Cornwall EX23 9SR  <a href="#">PA25/02753</a>   Proposed change of use to campsite and glamping with associated works   Land West Of Eastcott Cross Farm House Gooseham Bude Cornwall EX23 9PN</li> <li><b>Cornwall Council Decision Approved/Withdrawn/Refused:</b>  24/00267/REF   Outline Application for one new dwelling, with all matters reserved except for access.   Land Between Foxhaven</li> </ul>																		

	<p>and Meadow View Eastcott Bude Cornwall – <b>APPEAL DISMISSED.</b></p> <p><a href="#">PA25/02246</a>   Proposed new dwelling in lieu of Class Q barn   Barn Brownspitt Gooseham Morwenstow Bude EX23 9PH - <b>APPROVED</b></p> <p><a href="#">PA25/01950</a>   Proposed conversion of building to dwelling. Killarney Springs Morwenstow Bude Cornwall EX23 9PX – <b>APPROVED WITH CONDITIONS</b></p> <p><a href="#">PA25/03137</a>   Change of use from holiday let to unfettered residential dwelling   Tricks Cottage Morwenstow Bude Cornwall EX23 9PP – <b>APPROVED WITH ONE CONDITION.</b></p> <p>. <b>Pre-Application Advice in process:</b></p> <ul style="list-style-type: none"> <li>• <b><u>Appeal in progress:</u></b></li> </ul> <p>24/00205/REF   The erection of an agricultural storage shed.   Land At Shop Bude EX23 9SQ</p>
19.	Date of next monthly meeting – <b>Wednesday 16<sup>th</sup> July 2025</b> ; <i>unless a planning meeting is required before that.</i>

With there being no further business – the Chairman thanked everyone present, then closed the meeting at 2042 hours.