



**Morwenstow Parish Council**

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Draft minutes of the Annual Parish Council Meeting held on **Wednesday 20<sup>th</sup> May 2026**.

1.	<b>Attended by;</b> Cllrs; B. Savage; J. Amos-Yeo; R. Savage; J, Phipps; G. Worden; C. Myers; N. Steer; S. Tilbey; J. Payne CHAIR – J. Hobbs. Locum Clerk; S. Rosser.
2.	<b>Apologies for absence</b> – None
3.	<b>Election of Officers and signing Acceptance of Office Forms:</b> <ul style="list-style-type: none"> <li>• Chair – Cllr; Jonathan Hobbs was unanimously re-elected as Chair for the upcoming year.</li> <li>• Vice – Cllr Julie Phipps was re-elected as Chair for the upcoming year.</li> </ul> Nominees for key roles were proposed, accepted and seconded. Acceptance of office forms were signed as appropriate.
4.	<b>Election of Council Representatives: To ELECT representatives to the following organisations:</b> <ol style="list-style-type: none"> <li>a) North Cornwall CAP Meeting representative for the forthcoming year, - Cllr Jonathan Hobbs Plus, substitute if named Cllr unable to attend;</li> <li>b) Cornwall Association of Local Councils (CALC) - Cllr Julie Phipps</li> <li>c) Morwenstow Educational Trust – Cllr Richard Savage</li> <li>d) East Langford Solar Farm – Cllr Julie Phipps</li> </ol>
5.	<b>Election of Officers: The following members were elected to the list of roles;</b> <ol style="list-style-type: none"> <li>a) Tree Warden - Cllr. Jonathan Hobbs</li> <li>b) Public Right of Ways Co-ordinator – Cllr Nigel Steer &amp; Cllr Jaik Payne</li> <li>c) Playpark Equipment Supervisor - Cllr Richard Savage</li> <li>d) Playpark /Overall Grounds Supervisor - Cllr, Jaik Payne</li> <li>e) Outdoor Fitness Equipment Supervisor – Cllr Jaik Payne</li> <li>f) Transport Officer - Cllr Greg Worden</li> <li>g) Hamlets Editor – Cllr Julie Phipps</li> <li>h) Flag Master – Cllr John Amos-Yeo</li> <li>i) Police Liaison Officer – Cllr Christine Myers &amp; Shorne Tilbey</li> <li>j) Building Regulation/Planning Advisor – Cllr Shorne Tilbey &amp; Cllr Ben Savage</li> <li>k) Facilities (toilets) Warden – Cllr Greg Worden</li> </ol>

The meeting closed at 7.40 pm, and was immediately followed by the Monthly meeting, as follows.

Draft Minutes for the monthly meeting held on **Wednesday 20<sup>th</sup> May 2026** in the committee room of Morwenstow Community Centre, SHOP.

1.	<b>Attended by;</b> Cllrs; B. Savage; J. Amos-Yeo; R. Savage; J, Phipps; G. Worden; C. Myers; N. Steer; S. Tilbey; J. Payne CHAIR – J. Hobbs. Locum Clerk; S. Rosser.
2.	<b>Apologies for absence</b> - None
3.	<b>Public Participation:</b> No member of the Public attended
4.	<b>Disclosures:</b> None
5.	<b>Dispensations:</b> None
6.	Previously circulated minutes of the Parish Council were approved by the council and signed by the Chair as a true and accurate reflection of the meeting held on <b>Wednesday 15<sup>th</sup> April 2026</b> .
7.	<b>Cornwall Councillor Report:</b> <ul style="list-style-type: none"> <li>• Cllr Emery has spoken to parties concerned regarding the speed concerns at Cleave Crescent – GCHQ staff have been spoken to about reducing their speed. The current signs placed by residents are not ideal. A potential step would be further road markings (Highways). GCHQ suggested installing a fence, but do not want to contribute to the initial costs or ongoing maintenance; a fence may also cause issues for tractors, although residents are also concerned about tractor speeds. Cllr Emery to continue to pursue.</li> <li>• EV Charging update. An Email has been forwarded to MPC This states that initial Site surveys are due to start in</li> </ul>

	<p>the next couple of months. Otherwise, we still wait to hear anything definite. Cllr Emery to continue to pursue.</p> <ul style="list-style-type: none"> <li>• Bude Bus Engagement Day 9<sup>th</sup> June (Go Cornwall) – Cllr FE feels the main concern for residents is the public transport connections. Cllr Steer suggested that the Hartland bus could turn off, service Morwenstow before returning to the main road &amp; going through Kilkhampton, rather than run a separate service.</li> <li>• Next CAP meeting (&amp; AGM) to be held on 8<sup>th</sup> June (Camelford and Online). Main topic is Emergency Planning</li> <li>• Full Council Meeting held yesterday (19<sup>th</sup> May 2020) Mental Health and Wellbeing in schools = managed by MaTS links into community not working well. Advisory group being formed to monitor. Next meeting with N. Chopak. Budehaven do not want to become a MAT. Cllr Hobbs asked to be informed on progress with schools.</li> <li>• BTSC annual council meeting, Beaver Project. There are potential sites identified in Morwenstow</li> <li>• Planning consultation expected in summer</li> <li>• Bude has another new beat officer. Carl (surname to follow).</li> </ul>
8.	<p><b>Matters arising from the previous meetings minutes and any updates.</b></p> <ol style="list-style-type: none"> <li>a) <u>Cornwall Broadband</u> Installation of equipment took place on 24/4/2026. There have been some issues with the speed promised. We will be on 20mbs instead of the promised 40mbs, this has the benefit of reducing the monthly bill. Wi-Fi Credentials have been forwarded to clerk. Clerk to cancel Aquiss &amp; discuss potential password change</li> <li>b) <u>Insurance</u> New Policy is set up with Ecclesiastical, with a 3-year policy commencing on 30<sup>th</sup> May 2026. Zurich have been informed and their cover ends on 31<sup>st</sup> May 2026.</li> <li>c) <u>Rospa</u> Expected This month.</li> <li>d) <u>Tree Surgeon</u> Still Awaiting Update from Contracted Group</li> <li>e) <u>GLYSOPHATE/Weeding programme</u> The Council received letter from Cornwall Council explaining the situation as it currently stands.</li> </ol>
9.	<p><b>Parish Maintenance and Matters for discussion/information:</b></p> <p><b>NOTIFICATION OF TEMPORARY CAMPSITE</b> at Rectory Farm, Crosstown, EX23 9SR has been received from Francesca Savage (Plan for a campsite to be opened between 04/07/26 and 01/09/26 under the 60-day rule (for no more than 42 consecutive days). Toilet facilities are to be managed by Andy Loos. The waste is collected by Biffa.</p> <p><b>a) Parish maintenance &amp; hedges;</b></p> <ul style="list-style-type: none"> <li>• Telephone call from a member of the public regarding a blocked drain at the Community Centre Toilets. Dealt with by R. Francis</li> <li>• PSJ to be asked to inspect Drain/Manhole covers for the public toilets - in need of repair. Clerk to Action.</li> <li>• The footpath sign pointing from Woodville Rd to FP 527/10/4 has rusted away at the base and collapsed. Cllr Steer has reported to appropriate department – no budget for repair at present.</li> <li>• Another untaxed / no MOT vehicle is parked in Woodford Chapel Parking Area. Cornwall Cllr Emery is to report the silver BMW in Woodford, reported to be driven dangerously through the village.</li> <li>• Roadside Relics – parked in layby down from Crimp. Potentially no planning to operate a business and van used for advertising is not taxed or tested.</li> <li>• Roy has agreed to the extra clean. The cost of the extra will continue to be split between Morwenstow and Kilkhampton.</li> </ul> <p><b>b) MUGA Update:</b> Update the <i>Welcome Pack</i> to make a direct link to the MUGA website. Various informal groups are forming and continuing well. Football Club to be informed that the facilities are available for their use.</p> <p><b>c) Completed tree log;</b> Checked &amp; signed by Locum Clerk.</p> <p><b>d) Completed Playpark Log;</b> Checked &amp; signed by Locum Clerk.</p> <p><b>e) Completed overall grounds log;</b> Checked &amp; signed by Locum Clerk.</p> <p><b>f) Completed outdoor fitness equipment log;</b> Checked &amp; signed by Locum Clerk.</p> <p><b>g) Local Maintenance Partnership Enhanced funding application for 2026/2027 round;</b> The invitation to apply arrived on 5<sup>th</sup> May. Cllr Steer &amp; Clerk have completed necessary forms and application for £4013.74 was submitted on 11th May.</p>
10.	<p><b>PROPOSED Morwenstow Community Shop – ANY ‘official’ UPDATE.</b> The Council still have no official update from the Proposed Community Shop group. There was a public meeting held on Saturday 2<sup>nd</sup> May 2026 &amp; a website has been set up. Cllr Emery confirms no other funding avenues are currently available.</p>
11	<p><b>Policy Review;</b></p> <ol style="list-style-type: none"> <li>a) <u>Environmental Policy</u> – Updated / accepted</li> <li>b) <u>Welcome Pack</u> – Updated/accepted as required (Clerk to update with MUGA website as above &amp; recycling link).</li> </ol>
12	<p><b>General Training:</b> No training has been taken up this month.</p> <p><b>Safeguarding training for contractors/tenders;</b> This is now a part of all tender appointments from November this</p>

	year.																								
13	<p><b>Correspondence:</b> *Cornwall Streetworks, * HMRC, *Cronor events, *HMRC*, Cornwall Planning, *ICO, *Cornwall Council re SWCP &amp; LMP Purchase Order, *PHS, *Devon &amp; Cornwall Alerts, *Cornwall ALC &amp; NALC – various bulletins. *procure England, *Football Club re fun day, *BDO LLP, *MVF (Bridgeman’s Statement of a/c, *Notification of Precept, *Confirmation of application received from Lottery, *Cornwall Council re BIFFA, * Newsletters &amp; updates from ICO; HMRC; Rural Service Network; *Neighbourhood planning newsletter, *National Allotment Survey, *National Trust, *PASS procurement, *DBS update on migration of DBS application system, *Agenda for east sub planning committee, *Cornwall Council Notice of intention to commence local plan, *Katrin Marshall (request for wifi password). *Neighbourhood Priorities email – MPC opted out of undertaking their own NP plan due to the costs this would incur and there is no guarantee of much progress being made. More cost effective to remain within Cornwall Council overall Plan.</p> <p>*Invoices/notifications of charges received from: Nat west; Shop Chapel; Aquiss; Parish Magazine Printing; Cornwall Council (re Biffa); Clear Councils on behalf of Ecclesiastical (New insurance); LJC Bookkeeping (internal Auditor) CHADDS (J&amp;R).</p>																								
14	<p><b>Finances:</b></p> <p>The Internal Audit took place on the 14<sup>th</sup> April 2026. The outcome was positive, with no recommendations except to say that in accordance with the Parish Councils income, there is <u>no requirement</u> to post a list of payments over £100 for future financial years. (Clerk has checked and current best practice recommends posting all payments over £500)</p> <p>Auditor gave a verbal recommendation to look at ‘Unity bank’ who have a standard fee (not based on the number of transactions made) of £7 per month to cover all charges. Unity bank pays a higher rate of interest on savings/reserves..</p> <p>a) <b>Council viewed &amp; agreed the bank reconciliation for April 2026.</b> Checked &amp; signed by Cllr Worden &amp; Cllr J. Amos-Yeo</p> <p>b) <b>Bank statements.</b> Checked and signed by Cllr Worden &amp; Cllr J. Amos-Yeo</p> <p>c) <b>Invoices &amp; payments received for May 2026 .</b> Checked and signed by Cllr J. Hobbs</p> <p>d) <b>Bank Reconciliation at 31<sup>st</sup> March 2026</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-left: 20px;">Current Account Balance as at 31/03/2026 brought forward</td> <td style="text-align: right;">£ 378.61</td> </tr> <tr> <td style="padding-left: 20px;">Plus payment in:</td> <td style="text-align: right; color: green;">£12,985.13</td> </tr> <tr> <td style="padding-left: 20px;">Less payments debited up to 30/04/2026</td> <td style="text-align: right; color: red;">£ 1,435.60</td> </tr> <tr> <td style="padding-left: 20px;"><b>Current Account Balance as at 30/04/2026 as per bank statement</b></td> <td style="text-align: right;"><b>£11,928.14</b></td> </tr> <tr> <td colspan="2"> </td> </tr> <tr> <td style="padding-left: 20px;"><b>Current Account Balance as at 30/04/2026</b></td> <td style="text-align: right;"><b>£11,928.14</b></td> </tr> <tr> <td style="padding-left: 20px;">Less outstanding payments still to be debited</td> <td style="text-align: right; color: red;">£ 0.00</td> </tr> <tr> <td style="padding-left: 20px;">Balance in Current Account will be</td> <td style="text-align: right;">£11,928.14</td> </tr> <tr> <td style="padding-left: 20px;">Balance in Business Reserve Account as at 31/03/2026 as per bank statement</td> <td style="text-align: right;"><b>£14,408.19</b></td> </tr> <tr> <td style="padding-left: 40px;">Total Funds</td> <td style="text-align: right;"><b>£26,336.33</b></td> </tr> <tr> <td style="padding-left: 40px;">Less earmarked funds</td> <td style="text-align: right;">£ 0.00</td> </tr> <tr> <td style="padding-left: 40px;">Available funds</td> <td style="text-align: right; color: green;"><b>£26,336.33</b></td> </tr> </table> <p>e) The date was set for the Annoucement of the Notice for the exercise of Public Rights <b>NOTICE TO BE PUBLISHED on 21/05/2026 by Clerk/RFO. <u>Inspection period Commences Wednesday 3<sup>rd</sup> June &amp; Ends Tuesday 14<sup>th</sup> July 2026</u></b></p> <p>f) <b>AGAR</b> - The Internal Auditor AGAR report and accompanying written report were checked and accepted.</p> <p>g) <b>AGAR</b> - Annual Governance Statement, was shown on screen, read through and each box ticked and form signed as appropriate.</p> <p>h) <b>AGAR</b> – Accounting Statement form was shown on screen, read through and each box ticked and form signed as appropriate.</p>	Current Account Balance as at 31/03/2026 brought forward	£ 378.61	Plus payment in:	£12,985.13	Less payments debited up to 30/04/2026	£ 1,435.60	<b>Current Account Balance as at 30/04/2026 as per bank statement</b>	<b>£11,928.14</b>			<b>Current Account Balance as at 30/04/2026</b>	<b>£11,928.14</b>	Less outstanding payments still to be debited	£ 0.00	Balance in Current Account will be	£11,928.14	Balance in Business Reserve Account as at 31/03/2026 as per bank statement	<b>£14,408.19</b>	Total Funds	<b>£26,336.33</b>	Less earmarked funds	£ 0.00	Available funds	<b>£26,336.33</b>
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15	<p><b>OPEN Parish MEETING 27<sup>th</sup> May –</b></p> <ul style="list-style-type: none"> <li>• FOOD – all councillors will bring along refreshments.</li> <li>• Wailim Wong (Citizen’s advice) was invited as 3<sup>rd</sup> speaker. Unable to attend so has sent a copy of the yearly report.</li> <li>• Two Guest speakers have confirmed &amp; 11 / 12 local groups/representatives, plus Chairs Annual Report (4 apologies so far, but 3 / 4 of those have sent a report to be read out at the meeting).</li> </ul>																								

16	<p><b>Planning:</b>  <b>Planning Partnership:</b> No updates available.</p> <p><b>P – There were no planning applications received from Cornwall Council prior to the meeting.</b></p> <p><b>Cornwall Council \decision Approved/Withdrawn/Refused;</b>  <b>PA26/01855</b> construction of a two-storey extension to replace an existing one-storey extension on the Eastern elevation of the house, construction of a pitched roof dormer installation of solar panels to the roof. <b>3 Morwenna Road - Approved</b></p> <p><b>PA26/01912</b> Proposed sand school <b>Nor park Woolley Morwenstow Bude Cornwall EX23 9PP - Awaiting decision</b></p> <p><b>PA25/03568 Appeal (Reference 6003781) Decision – Appeal is allowed and Permission in Principle is granted</b> for residential development comprising of a minimum of one and a maximum of three dwellings at Land North of Stone Park, Woodville Road, Woodford, EX23 9JA</p>
17	<p>Date of next monthly meeting – <b>Wednesday 17th June 2026 – At Morwenstow Community Centre; unless a planning meeting is required before that.</b></p>

**MEETING CLOSED AT 08:42pm.**

PUBLIC BODIES (ADMISSION TO MEETINGS) Act 1960 During the meeting it may arise that publicity would be prejudicial to the public interest by reason of the confidential or special nature of the business to be transacted and the press and public will be instructed to withdraw. When this arises, the Chair will recommend to consider passing the following resolution; “to resolve that in view of the confidential or special nature of the business to be discussed, the public are excluded and instructed to withdraw.”