



Morwenstow Parish Council

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Draft minutes of the Monthly Parish Council Meeting that took place at 7:30pm on Wednesday 15th October 2025 at the Community Centre.

1.	Attended by: <i>Cllrs. J Hobbs (Chair). S Tilbey. G Worden. N Steer. J Amos-Yeo. R Savage. B Savage. J Payne. Cornwall Councillor Faye Emery. Incoming Clerk J Steer & the Clerk - S Rosser</i>
2.	Apologies for absence: <i>Cllrs. Myers & Phipps.</i>
3.	Public Participation: <i>Two representatives of application PA25/02753 attended the meeting. In accordance with Councils Code of Conduct and Standing orders, one representative shared an explanation of the process of the application to this point. This application has now been withdrawn so no further comments could be made. The Chairman thanked the members of the public for attending and reiterated that the Parish Council always wish to support local business. The Council look forward to further engagement with the applicant, once they are in the position of re-submission of their application.</i>
4.	Disclosures: <i>None</i>
5.	Dispensations: <i>None</i>
6.	The previously circulated minutes of the Monthly Parish Council meetings held on 17 th September 2025 were approved & signed by the Chair.
7.	Matters arising from the minutes and updates – for information <u>only</u> . - Existing website: <i>The contract will remain with TEEC for this year. There is scope to move at a later date to the provider of the new MUGA booking website.</i> - Bound copies of the updated emergency plan have placed in the Committee Room at the Community Centre and the PC office within the Community Centre.
8.	To receive a report from our Cornwall Councillor: Faye Emery. - Work on the junction of East Road (B3254) & Kilkhampton Road (A39) has been completed & traffic lights removed. - A reminder that areas of the A39 in Kilkhampton will be closed overnight beginning on 20th October for up to 10 days for resurfacing. - The Transport Working Group (through CAP) are to look at Community Transport Models in other areas. - Concerns have been raised by Connect Launceston & Connect Bude with regard to the reduced frequency of the No.6 Bus service. - Holsworthy Community Rural Transport are interested in applying for a grant from the Parish Council & have enquired about the application process. - A reminder was given that the Community Chest funding ‘pot’ is available and open; however, has been significantly reduced from £1400 to £700. - Bude Age Concern are currently struggling to engage Volunteer drivers, but acknowledge their biggest demand comes from places around the Devon Border – particularly Morwenstow.
9.	Parish Maintenance and Matters for discussion: a) Parish maintenance & hedges; Ash trees with dieback on Chapel Levels - A notice will be placed in Hamlets regarding ash dieback & landowners’ responsibilities. Recognition of work taking place on David’s Lane. b) Tree log; the log was checked, signed and retained by Clerk. c) Playpark log; the log was checked, signed and retained by Clerk. As yet, no response from Kilkhampton regarding their funding routes. d) Overall grounds log; the log was checked, signed and retained by Clerk. e) Outdoor fitness equipment log: the ‘Stopper’ has been repaired. the log was checked, signed and retained by Clerk. f) Housing opportunity; the Chairman followed this up; progression is not possible at this time. g) Morwenstow Active Health & standalone website; a new bank account has been opened. The first booking has been secured. Grant monies will be repaid by the end of this month (October 2025). h) Local Maintenance Partnership Enhanced funding application. Cllr Steer to follow up & report back at next meeting.

10.	Safeguarding plans going forward following the recent training: - Safer Recruitment: <i>Letters are to go out to current suppliers outlining the new process, with a reminder that the PC will cover the costs of DBS checks. Going forward this will be the standard requirement for all future suppliers/tenders.</i> - Cllr. Tilbey to follow up at the next meeting regarding the potential to offer an information session or signposting to parents at regular events.
11.	New resident welcome pack: A draft copy had been sent to Councillors. One section had been received that day. The Clerk intends to finish any edits before 31st October. It will be available online from that date.
12.	Review of policies: Grants Policy Basic documentation is now required for grant applications. MPC need to see applicants Constitution, plus evidence of a bank account in the organisations name. Financial details can be redacted. Pre-app Protocol MPC will continue with the CALC policy - No amendments proposed. Safeguarding Policy All emails should now be .gov.uk. All to be informed of new Clerks, name & telephone numbers. Transparency Code – no changes can be made - New clerk to consider this in connection with & against Assertion 10 being brought in for the 2025/26 AGAR. The new clerk to attend a briefing in November. All updates to be made with new versions uploaded to the website.
13.	- Community Centre Building extension request: <i>The lease was obtained as minuted in previous meeting. Both parties considered the contents of the leases. The extension request would require slight changes in order to fulfil stipulated requirements. The extension plans are on hold. Instead, the MCC Committee intend to look at how the centres funds might be used in updating areas of the existing building– particularly the toilet area. There has been no formal request for this idea - as yet.</i> - E.V. Charging: C. Cllr Emery stated there will be funding next year for the basic chargers via the CC – this is central government funding. The Parish Council are on the list & will wait to be contacted.
14.	<u>General Training</u>: Number of opportunities within the Training Bulletin – available to all Councillors – see Calendar. <u>Training reports</u>: None. <u>DBS Checks</u>: All completed <u>Code of Conduct training</u>: Clerk to book Cllr. Tilbey on to the 17th November course.
15.	Correspondence: Cornwall Council: affordable housing; Planning officers; positive planning; Cllr Faye Emery; T & PC newsletter; credit control; DBS service; east area subcommittee & strategic planning; CAP; positive planning; street trading policy; Let's talk taxi's survey, Street works – closure <u>intention</u>: James Cross to N.E. of Crosstown 11th November 9:30am -3:30pm & Road From Morwenna Road To Woodville Road, Shop, Morwenstow – 5th November 9:30am – 3:30pm. Morwenna Road, Shop, Morwenstow, 17th November 2025 to 18th November 2025 (19:00 to 06:00 hours) * Cornwall ALC & NALC – various including bulletins & autumn training update, AGM invite 11th Nov at St. Erme, invite to join executive board, smaller councils meeting . * Grantscape – claim submission for repayment of MUGA equipment. * Parishioner email & phone call: planning query – separate sites. * Pension regulator re-enrolment * Website: Bude SEO/TEEC/West Creative * Devon & Cornwall Alerts – various inc. scam detection tool & cyber protect webinar on 26/11/2025 * Invoices: Aquiss, Chadds, Parish Magazine Printing, S. Francis, Cornwall Council elections recharge & DBS check, Newsletters and updates from Information Commissioners Office; HMRC; Rural Service Network; South West Coast Path; Volunteer Cornwall. C&OIS NHS Summer 2025. * Request to record meetings – the incoming Clerk has made a request to record meetings to aid the compilation of the minutes. Recordings would be destroyed upon signing of the minutes at the following meeting. The Council resolved to add this to the November agenda for formalisation with the need for a policy to control this.
16.	Finances: The accounting spreadsheets had been distributed prior to the meeting. All payments were agreed as per the schedule. The invoices were checked and initialled by Cllr. Hobbs. The payments are being made online by bacs now. Both the current and incoming Clerks will do this together on Monday 20th October 2025. Cllrs. N Steer & G Worden checked and signed the bank statements and statement of accounts. Invoices paid as follows. Aquiss- Broadband £35.00; Nat West Bank charges £5.95; Parish Magazine Printing (Hamlets) £46.19; Mrs S Francis Public toilets maintenance + expenses £366.29; J & R Food Service (Chadds) £76.04; Toilet rolls - public and Duckpool toilets Cornwall Council Election recharges £322.48; DBS Checks - Gregory Worden & Jayne Steer £79.00; PSJ Garden Services, footpath trimming & SWCP trimming £3085.90; CALC – training £144.00.

Statement of Accounts as at 30th September for October 2025 meeting	
Current Account Balance as at 30/08/2025 brought forward	£ 3,394.82
Plus payment in: Precept	£ 12,500.00
Less payments debited up to 30/09/2025	£ 6,043.77
Current Account Balance as at 30/09/2025 as per bank statement	£ 9,851.05
Current Account Balance as at 30/09/2025	£ 9,851.05
Less cheques issued still to be debited	£ 194.39
Balance in Current Account will be	£ 9,656.66
Balance in Business Reserve Account as at 30/09/2025 as per bank statement	£ 10,340.44
Total Funds	£ 19,997.10
Less earmarked funds	£ 0.00
Available funds held at 30/09/2025	£ 19,997.10
b) The budget was checked ahead of precept setting in November. All in order. <i>Cllrs. were asked to think about the needs of the local community and expectations.</i> c) Banking update: <i>There is still no news from NatWest. For the time being (November until the changes are made) the outgoing Clerk will be required to help facilitate the bank payments. This is due to the requirement of the bank to have signed minutes to make changes to the mandate. The signed minutes to show this will not be available until after the January meeting. Hopefully by that point – bankline will be set up.</i>	
17.	Planning: Planning Partnership: <i>Cllr. Worden has been invited to attend and meet with Planning Partnership.</i> <i>Applications received for consultation by members to agree a consultee response to be submitted to Cornwall Council:</i> P1 - No planning applications were received for consideration. Enforcement updates – C.Cllr. Emery has followed up on a case at Chapel levels; it is being actively monitored, but is still at Stage 4 in the process. For information only: Awaiting decision: PA25/03276 Proposed slurry lagoon (SIG) Cory Farm Morwenstow Bude Cornwall EX23 9ST Cornwall Council Decision Approved/Withdrawn/Refused: PA25/06504 Outline planning application with all matters reserved for 1 dwelling (self and custom build) Land and Building adj To Longwood Barn Gooseham Bude Cornwall EX23 9PH - APPROVED WITH CONDITIONS PA25/05767 Single storey extension to rear 2 South View Woodford Bude Cornwall EX23 9JD -APPROVED WITH CONDITIONS PA25/04978 Replacement Rag Slate Roof – Long Barn Stanbury Manor Woodford Bude – APPROVED WITH CONDITIONS PA25/02753 Retrospective change of use to campsite and glamping with associated work - Land West of Eastcott Cross Farm House Gooseham Bude Cornwall EX23 9PN - WITHDRAWN Pre-application advice given: PA25/00693/PREAPP Pre-application advice for the Proposed Conversion of 'The Linhay' to a dwelling. Proposed Conversion of 'The Milking Parlour' to a dwelling. Proposed Conversion of 'The Stable' into an extension ancillary to the dwelling. Proposed Conversion of 'The Piggery' into an extension ancillary to the dwelling. Proposed Repairs and Alterations to the Grade II Manor.
18.	Date of next monthly meeting – Wednesday 19th November 2025 ; <i>unless a planning meeting is required before that.</i>

With there being no further business – the meeting was closed by the Chairman at 8:29pm.