



Morwenstow Parish Council

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Draft Minutes of the Monthly Parish Council Meeting; held at 7:30pm on Wednesday 16th April 2025 at the Community Centre.

1.	Attended by: Cllrs. J Hobbs (Chair), J Phipps, K Boundy, N Steer, K Jones, G Worden, J Payne, R Savage, C Myers, six members of the public and the Clerk – S Rosser.
2.	Apologies for absence were received from: Cornwall Cllr. S. Tilbey.
3.	Public Participation: Two members of the public shared the floor in relation to planning application: PA25/01938. An outline of the proposal was given by the agent. The application is to improve the fall-back position exit strategy; should a sale be achieved, if the business became unviable for a new owner. A personal statement was given by one of the applicants. The first three years were very good, now it is a struggle with a lower volume of custom. No questions were asked further by the Council. The Chairman thanked the applicant/agent. The applicant then left the meeting. No other members of the public spoke at the meeting.
4.	Disclosures: P1: Cllrs. Savage & Payne left the room for the discussion. Cllr. Hobbs noted that he is a very distant relative, but took part in the discussion. P3: Cllr. Payne left the room for the discussion. P4: Cllrs. Jones & Payne left the room. Cllr. Phipps noted that she is a neighbour, but took part in the discussion. P5: Cllr. Payne left the room for the discussion.
5.	Dispensations: None were required.
6.	The previously circulated minutes of the Monthly Parish Council meeting held on 19 th March 2025 were approved and signed. <i>A minor amendment made to the draft: only Hobbs Choice bridge had debris removed by Cllrs. not Hackmarsh bridge.</i>
7.	Matters arising from the minutes and updates – for information. <i>The Hawker Country sign is on order – expected at end of April.</i>
8.	To receive a report from our Cornwall Councillor: Shorne Tilbey. C.Cllr. Tilbey was not in attendance.
9.	<p>Parish Maintenance and Matters for discussion:</p> <p>a) Parish maintenance & hedges;</p> <ol style="list-style-type: none">Overnight parking at the Playing Fields Car Park: <i>as per the March meeting – the Clerk wrote a letter and left it on the vehicle. The note went; but the vehicle remained. There is now a replacement vehicle. Notice to be put on the website/Hamlets/Facebook stating that overnight parking is not allowed. Shop Chapel offer parking at a very reasonable cost. A new sign is still being sourced.</i>Overnight parking at Crosstown Green: <i>a resident had brought the issue to the attention of the Council. Cllr. Savage is to reinstate the sign that was previously removed during works by British Telecom. It was reported that the Bush Inn landlord/lady are happy to educate people that overnight parking is not allowed. Clerk to respond to the resident to let them know this.</i>Closure extension to Footpath 1 – for info. <i>This has been ongoing for 10 years due to open coastal access.</i>Woolley Barrows To Hobbs Choice, Woolley, Bude - 2nd June 2025 to 6th June 2025 (24 hours) – <i>notice received since publication of the agenda.</i> <p><i>It was also noted that the Lands End trial is passing through the Parish - Friday 19th/Saturday 20th April.</i></p> <p>b) To note completed tree log; <i>checked & signed by the Clerk – including the previous month. Nothing to note.</i></p> <p>c) To note completed playpark log; & remedial work - checked & signed by the Clerk – remedial work to the roof to be carried out the following evening. Thanks go to those completing the work. Requests had been made to Cllr. Worden for the swings to be oiled and for coat hooks in the toilets. Cllr. Savage to oil the swings. Resolved to remove the tower and note this to RoSPA when they visit shortly. Visit details still awaited for accompaniment.</p> <p>d) To note completed overall grounds log; checked & signed by the Clerk – nothing to note. <i>Football Club have notified the Council of their Funday on Saturday 17th May. It has also been brought to our attention that visiting teams sometimes bring dogs with them to the playing fields. Cllr. Hobbs to speak to the MFC Chairman, asking for it to be made clear to visiting teams that dogs are not permitted on site. The field will be in use on Easter Sunday.</i></p> <p>e) To note completed outdoor fitness equipment log; checked, signed and retained by the Clerk.</p> <p>f) To confirm documentation as complete for the LMP/SWCP from the contractors. This will be completed before the end of the Council year.</p> <p>g) Confirmation from Kilhampton Parish Council awaited re Duckpool Toilets – response awaited. Currently building works in progress for roof repairs. <i>Understood to be open again although not complete. It was reported that the basins have now been removed. Cllr. Steer requested a copy of the legionella report from The National Trust – Clerk to action.</i></p> <p>h) New resident welcome pack. – this was shown on screen. <i>It was felt that this would be a good way to welcome new residents to the Parish and tell them what is available. A sub-committee to be formed to create this document after the May election.</i></p>

10.	<p>Health & Well Being Project Update:</p> <ul style="list-style-type: none"> • Attended CAP with presentation – We were asked to attend the recent Community Area Partnership meeting in Bude. A presentation of our works was given by way of a slide show to the group. A short talk was given of the development and the group thanked for their help with the funding. • Management Committee having inaugural meeting on Monday 28th April at 7pm. There are 11 members of the committee. <i>There will be a report on the meeting for the May meeting.</i> • Sport England offer letter – whilst the funding from Sport England wasn't entirely positive in the way that we would have liked, it wasn't completely negative either. We requested £10,918.00 and we have been offered £3,639.00. This would only be given if the Parish could raise another £3,639.00 by way of crowd funding with at least 25 different supporters. We would still have a gap of £3,640.00 because there are items that Sport England won't fund, such as picnic benches, the shed in full for storage or the spectator hardstanding. Sport England have said that they can extend the offer by one month so we don't need to accept or decline the offer until 27th May 2025. <i>The Clerk will request an extension of time.</i> • East Youlstone application – the Clerk and Denise May MBE have completed a funding application to EY Turbine fund. • Queries on evaluation form addressed – a volunteer agreement is required for Cornwall Council as part of the funding agreement. This will be on the agenda of the first meeting noted above. • Survey results & comments – the responses to the survey were fantastic. <i>The majority of respondents are really pleased with the vision and creation that has come forward. It is providing hours of free entertainment, as well as encouraging outdoor exercise & activity.</i> • Thank you from Pickleball Club "On behalf of Morwenstow Pickleball club a big thank you so much for providing lines so that we can play our sport outside. Kind regards, Mary." • Bins – the Clerk will be purchasing two bins from Bridgmans, these will be installed on site. Cllr. Hobbs is still chasing the contract for waste management with Cornwall Council. • Lines – unfortunately there are two lines missing from the basketball court. A date is awaited from QMS for this to be rectified. <i>Note since meeting: works to be completed on 30/04/2025.</i> • Fencing for MUGA has been completed voluntarily – thanks go to the three individuals who completed this again. Materials were supplied at a reduced cost again by Bridgmans, for which we are also grateful.
11.	<ul style="list-style-type: none"> • A request to extend the Community Centre Building from the Community Centre Committee was received by email in February. <i>Due to the 'pre-election period' this needs to be discussed with the new Council in May. We can now outline process going forward. A representative of the MCCC is to be asked to attend the next meeting. There will be costs etc – the MCCC need to bear those etc, this needs to be agreed first. There were two committee members present, the process can be highlighted to the Committee, if there is a meeting prior. Clerk to email the MCC Secretary to further things.</i> • E.V. Charging progression. <i>Funding that was available isn't any more. The Parish Council would like MCCC on board with this and could work in tandem with any building works that should take place. Further funding is expected to be available via Cornwall Council – further details awaited.</i> • Further details received on the Commemorative tree planting request at the Playing Fields were received between meetings. Four cherry trees could be planted inside of the play park. <i>The Council resolved to agree to this.</i>
12.	<p><u>VE Day Beacon details:</u></p> <ul style="list-style-type: none"> • Thursday 8th May at 9:30pm – Viewing from the Car Park at the Community Centre. <i>The event poster was shown on screen – to be advertised in the Hamlets/Facebook. It has been advertised on the website for some time now.</i>
13.	<p>Election details – Thursday 1st May 2025 – Polling Day.</p> <ul style="list-style-type: none"> • Statement of Persons nominated: Stratton, Kilkhampton & Bude Ward Member • Statement of Persons nominated: Morwenstow Parish Council. <i>One vacant seat for co-option.</i> <p><i>Co-option process will be: Advertise the seat for 4 weeks following the Annual meeting. (15th May – 12th June). Invite any prospective candidates to attend the June/July/Sept meetings. Co-option to take place at end of Sept meeting. First official meeting for new Cllr. would be the October meeting.</i></p>
14.	<p>Annual General Meeting of the Parish Council followed by the Monthly Meeting - Wednesday 14th May 2025 at 7:30pm. Annual Open Meeting - Wednesday 21st May 2025 at 7pm. Speakers from both GCHQ & Cybercrime Awareness Presentation.</p>
15.	<p>Policy review: Review of existing Standing orders. Consideration to adopt 'Standing Orders 2025 – Update for England'. <i>Resolved to adopt 'Standing Orders 2025 – Update for England' Proposed by Cllr. Payne and seconded by Cllr. Steer.</i></p>
16.	<p>Training available: Number of opportunities within the Training Bulletin – available to all Councillors – see Calendar.</p> <ul style="list-style-type: none"> - Code of Conduct dates available: Tuesday 20th May 10am - 12noon or Tuesday 3rd June 6:30pm – 8:30pm or Tuesday 24th June 6:30pm - 8:30pm – TRAINING DELIVERED ONLINE. <p><i>Cllrs. were asked to consider which date would suit them best to report back to the Clerk at the May meeting so that the training sessions can be booked accordingly.</i></p>

17.	<p>Correspondence:</p> <ul style="list-style-type: none"> * Cornwall Council: planning consultations; CAP meeting details Monday 31st March at Bude; Election details; Streetworks; H & WB training day at Redruth; Monumental Improvement Team; Precept remittance; various meeting notifications; taxi & private hire consultation. * Cornwall ALC – staff changes; training & NALC - various * VE80 events * Rowen Mackenzie – National Trust re Duckpool Toilets * H & WB Project various: Sport England – Movement Fund; Pickleball club thank you; Grantscape; CC CLUP Facilitators * RoSPA inspection arrangements for upcoming inspection * MCC Committee – tree planting request letter & adverts for website * BDO LLP – Council audits re internal audit and AGAR * Cornwall Councillor Tilbey - various * TEEC – New website features for consideration – free of charge * NatWest digital banking information for consideration at next meeting. * Invoices from: Aquiss/ Parish Magazine Printing/Michael Vanstone Plant Hire/ CALC/ Bridgmans/ Chadds * Parishioner emails: Tidnacott/Overnight parking at Crosstown/Planning enquiry * Atlantic Horizons re: planning submission * St.Marks re: wrap around childcare for children and stay and play session advertisement request – to be added to website * Newsletters and updates from Information Commissioners Office; HMRC; Rural Service Network; South West Coast Path; Volunteer Cornwall, Clean Cornwall, 																		
18.	<p>Finances:</p> <ul style="list-style-type: none"> • The accounting spreadsheet had been distributed to Councillors prior to the meeting. All payments were agreed as per the schedule. The invoices were checked and initialled by Cllr. Hobbs, the cheques were signed and initialled by Cllrs. Boundy & Phipps. Cllrs. Myers & Worden checked and signed the bank statements. <p><i>Invoices paid were as follows:</i></p> <p>March: Aquiss – Broadband: £32.00; Parish Magazine Printing – March Hamlets: £46.19; Cornwall ALC – Annual membership - £447.82; Mrs S. Joyner – Internal Audit; £100.00; D & I Bridgman & Son - Fencing materials for MUGA: £235.62; Chadds – toilet rolls: £16.74; Michael Vanstone Plant Hire - basketball socket installation and path: £4,608.00; Q.M.S - Line markings for MUGA: £1,800.00.</p> <table border="0" style="width: 100%;"> <tr> <td colspan="2">Bank reconciliation at 31st March 2025</td> </tr> <tr> <td>Balance as at 28/02/2025</td> <td style="text-align: right;">- £ 4,029.10</td> </tr> <tr> <td>Plus income: HMRC VAT & CLUP repayment</td> <td style="text-align: right;">- £ 18,975.59</td> </tr> <tr> <td>Less expenditure</td> <td style="text-align: right;">- £ 3,404.88</td> </tr> <tr> <td>Balance as at 31/03/2025</td> <td style="text-align: right;">- £ 19,599.81</td> </tr> <tr> <td>Bank statement as at 31/03/2025</td> <td style="text-align: right;">- £ 19,599.81</td> </tr> <tr> <td>Less outstanding payments</td> <td style="text-align: right;">- £ 699.76</td> </tr> <tr> <td>Business reserve balance as at 31/03/2024</td> <td style="text-align: right;">- £ 312.02</td> </tr> <tr> <td>Total funds held as at 31/03/2025</td> <td style="text-align: right;">- £ 19,212.07</td> </tr> </table> <ul style="list-style-type: none"> • Confirm end of financial year accounts. <i>The end of year figures were scrutinised. Despite the huge expenditure of the delivery of our new facilities – the Council is in good stead for the next financial year. While it had been requested that funds be transferred back to the savings account – this failed to happen before the end of the financial year. Digital banking going forward would improve issues such as this.</i> • Confirm CIL report and expenditure of funds. – <i>the report has been submitted to Cornwall Council and published on the website. All CIL monies held currently have now been spent on the Health & Wellbeing Project.</i> • The Internal Audit took place prior to the meeting. This was reviewed by the Council. A couple of suggestions had been made going forward. The Clerk will take this forward for the next financial year. • The AGAR statement was viewed on screen and read through; agreed by the Council, signed by the Clerk and Chairman. • The Accounting statements were viewed on screen, agreed and signed by the Clerk and Chairman. • To set the commencement date for the exercise of public rights. The Clerk has set the earliest possible dates. Notice to be published: 28th April 2025. Inspection period between 2nd June 2025 & 14th July 2025. • Completion of 'No conflict of interest' form for BDO LLP (external auditor). <i>No conflict identified. Form completed and signed by the Chair & Clerk.</i> • Digital Banking information requested and received for the next meeting to note; <i>resolved to look at this at the next meeting.</i> • Review of signatories for new Council term; <i>resolved to revisit this at the next meeting on formation of the new Council.</i> 	Bank reconciliation at 31 st March 2025		Balance as at 28/02/2025	- £ 4,029.10	Plus income: HMRC VAT & CLUP repayment	- £ 18,975.59	Less expenditure	- £ 3,404.88	Balance as at 31/03/2025	- £ 19,599.81	Bank statement as at 31/03/2025	- £ 19,599.81	Less outstanding payments	- £ 699.76	Business reserve balance as at 31/03/2024	- £ 312.02	Total funds held as at 31/03/2025	- £ 19,212.07
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19.	<p>H.R: As there were members of the public present – this item was moved to the end of the meeting and discussed confidentially. <i>{This is minuted fully and published as such for transparency.}</i></p> <ul style="list-style-type: none"> • Review of Clerk contract of employment as per the internal audit report. <i>The pay scale has been updated to reflect the decision of the Council to increase the Clerk salary by one point on the SCP scale. The Chairman and Clerk both signed the contract again.</i> • Pension scheme – <i>the Clerk does not wish to participate in the pension scheme that is offered by the Council.</i> 																		

	<ul style="list-style-type: none"> Notice of resignation effective of 31st October 2025. <p><i>It was resolved to advertise the position in June with a view to interview and appoint a new Clerk towards the end of July. New Clerk to start on 1st September with a two-month hand over period.</i></p>
20.	<p>Planning:</p> <p>Planning Partnership: Update from Cllr. Worden - details have been forwarded; however another delay is expected due to the elections. More details are hoped for the next meeting.</p> <p><i>Applications received for consultation by members to agree a consultee response to be submitted to Cornwall Council:</i></p> <p>P1 - PA25/01938 Proposed change of use from food store/cafe to dwelling house including the addition of 3 new window openings - Furze Stores Shop Morwenstow Bude Cornwall EX23 9SL MPC Comments: Morwenstow Parish Council sympathise with the situation that the owners find themselves in. However, this is not a material planning consideration for the council to discuss. <i>It is difficult to go against the sentiment of the Council from 2016, when we supported the creation of a shop for the Parish. We would hate to see the shop & cafe close; it would once again make the Parish reliant upon cars, which is at odds with sustainability.</i></p> <p>P2 - PA25/01950 Proposed conversion of building to dwelling. Killarney Springs Morwenstow Bude Cornwall EX23 9PX MPC Comments: Morwenstow Parish Council would like to support this application.</p> <p>P3 - PA25/02392 Application for Permission in Principle for proposed dwellings in existing garden plot (minimum 1, maximum 2) Hillcrest Woodville Road Woodford Bude Cornwall EX23 9JF MPC Comments: Morwenstow Parish Council would support 1 dwelling rather than the maximum of 2. The Council also would request that a bungalow dwelling would be more appropriate and better screened in the area. <i>The Council would like to seek clarification as to whether if granted; this will be classed as infill or rounding off, for future reference. Thank you.</i></p> <p>P4 - PA25/02246 Proposed new dwelling in lieu of Class Q barn Barn Brownspitt Gooseham Morwenstow Bude EX23 9PH MPC Comments: Morwenstow Parish Council would support this application if it were reduced to the original heights of the previously approved Q application (approx. 2' lower all round). <i>The Council would request that 70% of the original features of the host building be retained. Thank you.</i></p> <p>P5 - PA25/02412 Non material amendment in relation to Decision Notice PA21/06671 dated 26/05/22 - Revised foot print to allow the retention of the garage during the construction phases. Building moved forward to make the most of the plot 3 Jacques Cottages Shop Morwenstow Bude Cornwall EX23 9SH MPC Comments: Morwenstow Parish Council acknowledge the better use of the site but are concerned at the proximity of the highway on proposed plans. Further detailed guidance on non-material amendments would be welcomed for future reference; as it is felt that this application could be slightly more than that. Thank you.</p> <p>P6 - No further planning applications were discussed.</p> <p>Enforcement updates – <u>if available</u>. <i>The Clerk has received proof of planning being applied for by Atlantic Horizons at Eastcott Cross. This is awaited coming through the planning system as a valid application for consultation.</i></p> <p>For information only:</p> <ul style="list-style-type: none"> Awaiting decision: As above. Cornwall Council Decision Approved/Withdrawn/Refused: Approved <p>PA25/00943 Application for Permission in Principle for the construction of 5 dwellings Land North Of The Nook Morwenna Road Shop Morwenstow Cornwall – APPROVED.</p> <p>PA24/09640 Listed building consent for the installation of an external ASHP fan unit on a concrete plinth to the rear of the utility room and Carer's bedroom. Eastaway Manor Morwenstow Bude Cornwall EX23 9JQ – APPROVED.</p> <p>PA25/01703 Non-material amendment in relation to decision notice PA18/07700 dated 13/11/2018, namely 1) change to the roof design for Phase 2 of the proposed buildings pitched roof to provide a 'standard' flush eaves, external 'bullnose' gutter, relocated antennas, relocated rainwater pipe. 2) cladding infill to the roof interface between Phase 1 and Phase 2. APPROVED.</p> <ul style="list-style-type: none"> Pre-Application Advice in process: <p>PA25/00171/PREAPP Pre application advice for proposed conversion & extension of curtilage Grade II Listed barn. Barn West Of Marsland Manor Morwenstow Bude Cornwall EX23 9ST</p> <p>PA25/00213/PREAPP Pre application to gain advice, to see if a replacement dwelling would be supported by Cornwall Council as infill/replacement structure; Holloborough Farm Eastcott Bude Cornwall EX23 9PL – ADVICE GIVEN</p> <ul style="list-style-type: none"> Appeal in progress: <p>24/00205/REF The erection of an agricultural storage shed. Land At Shop Bude EX23 9SQ</p> <p>24/00267/REF Outline Application for one new dwelling, with all matters reserved except for access. Land Between Foxhaven and Meadow View Eastcott Bude Cornwall</p>
21.	<p>Date of next monthly meeting – Wednesday 14th May 2025 (one week earlier than usual); <i>unless a planning meeting is required before that.</i></p>

Councillor Boundy and Councillor Jones were both thanked for the time that they have served on Morwenstow Parish Council.

With there being no further business – the Chairman closed the meeting at: 2126.