



Morwenstow Parish Council

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Draft Minutes of the Monthly Parish Council Meeting which took place at 7:30pm on Wednesday 19th November 2025 at the Community Centre.

1.	Attended by: Cllrs. J Hobbs (Chair). J Amos-Yeo. J Payne. N Steer. B Savage. C Myers. J Phipps. S Tilbey. R Savage. Cornwall Councillor Faye Emery. Clerk – J Steer.
2.	Apologies for absence: Cllr Worden
3.	Public Participation: <i>A representative of application PA/2508043 attended the meeting. In accordance with the Councils Code of Conduct and Standing Orders, an explanation of the basis of this application was given. Due to changes in planning policy the application requests a lifting of the current existing condition around occupancy.</i>
4.	Disclosures: <i>None.</i>
5.	Dispensations: <i>None.</i>
6.	The previously circulated minutes of the Monthly Parish Council meetings held on 15 th October 2025 are to be approved and signed by the Chair at the next meeting.
7.	Matters arising from the minutes and updates – for information. <ul style="list-style-type: none"><i>The Council were reminded that, as noted in the minutes of the meeting held on 15th October no changes could be made to the Transparency code with regard to Assertion 10. The Clerk attended a short briefing regarding Assertion 10, on 18th November, and is subsequently attending a more detailed information session in December. In the meantime, the Clerk is considering any other steps necessary to ensure compliance with the new Assertion 10 requirements around GDPR, particularly the necessity of an IT policy.</i>
8.	A report from our Cornwall Councillor Faye Emery. <ul style="list-style-type: none">A number of working groups are currently being set up by Cornwall Council in regard to CAP.There is a meeting to be held on 2nd December with a focus in young people and anti-social behaviour.Cllr Emery attended a meeting on 8th November regarding Cornwall Councils Budget for the upcoming financial year.Cllr Emery attended a meeting of the transport group on 10th November.There are a number of upcoming local planning sessions to discuss Cornwall Councils housing situation with a focus on current Planning Policy. Methodist Church in Bude. A brief discussion followed during which Cllr. Hobbs asked all present to consider including 'Safeguarding Training' for parents/Guardians around children and young peoples 'online safety'.
9.	Parish Maintenance and Matters for discussion: <ol style="list-style-type: none">Parish maintenance & hedges; At the request of a parishioner, <i>Cllr. Steer has inspected potential water run off at Davids Lane, identifying a particular drain as the main issue due to leaf and debris build up. Cllr Steer has offered to clear the grating on a regular basis. A blocked drain on the road from the A39 between Crimp and Sturston Cross to Morwenna Road, leading to flooding after rain, was reported to Cornwall highways. Highways have inspected the issue and agree that it requires attention. Cllr. Steer will be notified once the works have been undertaken.</i>To note completed tree log; The Tree Log was checked, signed and retained by the Clerk.To note completed playpark log; The Playpark Log was checked, signed and retained by the Clerk.To note completed overall grounds log; The overall grounds Log was checked, signed and retained by the Clerk.To note completed outdoor fitness equipment log; The outdoor fitness equipment Log was checked, signed and retained by the Clerk.Morwenstow Active Health standalone website update; The Council will be notified when the MUGA Website is running fully.Local Maintenance Partnership Enhanced funding application. There is no progress on this application to date.
10.	Safeguarding plans going forward following the recent training: <ol style="list-style-type: none">Safer recruitment; <i>As quotes for services are obtained in the New year, letters will be sent to potential and existing suppliers outlining the new processes regarding DBS checks and safeguarding training, explaining that the Parish Council will cover the costs. Anyone undertaking work on behalf of the Parish Council must attend the Safeguarding training and undergo DBS checks.</i>Cllr. Tilbey shared the following; <i>Relevant information regarding Safeguarding is accessible online for parents/guardians/carers, and could be signposted on the Hamlet's, on the Parish Council website and Facebook page. The Chair and Vice-Chair of the Safeguarding Scrutiny Committee are looking to see what public access material</i>

	<p><i>is available to share. Safeguarding can be covered as part of overall wellbeing approach whether during any publicly available sessions or from signposting via various Parish Council outlets. Cllr Tilbey looking at the Devon and Cornwall Crime Panel to see if anyone is available to come and speak on safeguarding issues. Any thoughts or matters for consideration regarding safeguarding can be directed to Cllr Tilbey. It is noted that County Cllr. Faye Emery is on the Scrutiny Committee.</i></p> <p>c) As an addendum, it was agreed that Safeguarding should include 'Vulnerable Adults'.</p>														
11.	New resident welcome pack. The completed Welcome Pack is now available on the Parish Councils website. The document has been added to the annual review of documents schedule.														
12.	The Parish Precept was set for the coming year - 2026/27. Councillors were shown this year's budget alongside discussion for next year forecast budget. Clerk advised that it was possible to raise the precept by 2% with no increase in cost for parishioners, but that this would only add £250 to the Parish Precept overall. It was resolved by all Cllrs to not raise the precept for the upcoming financial year. The precept remains at £25,000.00 for the upcoming financial year 2026/2027.														
13.	CAP Road fund. Cllr Emery will put forward the Councils request for repair or replacement of a number of road signs and repainting of white lines around the Parish. Clerk to compile a list with recommendations from the Cllrs. There was discussion around the potential for using flashing speed signals in some areas, with the possibility of a permanent installation in SHOP – Cllr. Emery to look into this with the potential to take this forward.														
14.	To review the Hamlets. A decision was made to continue with the current provider this time, but look at the potential to change to a cheaper provider in April.														
15.	To Formalise the clerks request to record meetings & the policy 'Recording of Meetings'. Following questions put to FOI trainers and NALC, and in recognition of Appendix 7 of The Openness of Local Government bodies Regulations 2014 - it is clear that "Policy is Key". With this in mind, a specific policy was presented to all Cllrs prior. The new policy was agreed and has now been added to the Parish Councils Website with an addition made to the existing Data Protection Policy, thereby signposting and referencing the new 'Recording of minutes' policy.														
16.	<p>Grant Applications from local groups were considered and awarded as follows;</p> <table> <tr> <td>a) Woodford Chapel Trust</td> <td>- £125</td> </tr> <tr> <td>b) Morwenstow Methodist Church</td> <td>- £125</td> </tr> <tr> <td>c) Morwenstow Community Centre for Senior Citizens Party</td> <td>- £250</td> </tr> <tr> <td>d) Morwenstow Parish Church Trust</td> <td>- £250</td> </tr> <tr> <td>e) Holsworthy Rural Transport</td> <td>- £300</td> </tr> <tr> <td>f) Cornwall Air Ambulance</td> <td>- £300</td> </tr> <tr> <td>Total</td> <td>- £1350</td> </tr> </table>	a) Woodford Chapel Trust	- £125	b) Morwenstow Methodist Church	- £125	c) Morwenstow Community Centre for Senior Citizens Party	- £250	d) Morwenstow Parish Church Trust	- £250	e) Holsworthy Rural Transport	- £300	f) Cornwall Air Ambulance	- £300	Total	- £1350
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17.	<p>a) E.V. Charging: Suitable Contractors are still being sought and the Parish Council will wait for an update in the New Year. This will remain on the agenda for the next meeting.</p>														
18.	<p>a) <u>General Training</u>: There are number of opportunities within the Training Bulletin – available to all Councillors – see <u>Calendar</u></p> <p>b) <u>Training report</u> – Clerk attended 'Clerks and Cllrs meeting' 13th November for an update on Cornwall Council's 2025/2026 Budget position and their plans for 2026/2027 budget – including basic information on Second Homes Council Tax Premium and Precept Setting. Request from Clerk for GDPR part three training on 5th December AND New Clerks Finance on 27th January 2026. Agreed by council.</p>														
19.	<p>Correspondence:</p> <p>* Cornwall Streetworks; CNL Newsletter; D&C Community Messaging; CALC AGM; NALC Bulletin; Bookteq Team; Cornwall Youth Elections; Planning; T&PC Newsletter; Notice of Cancellation re Strategic Planning Meeting; Ads Academy; Commercial Solar; NC CAP Meeting – Housing Summit; PRECEPT Documentation; Cornwall Together; Volunteer Cornwall Newsletter; Cornwall Planning – weekly list (None relevant); AQUISS; Rural Services newsletter.</p> <p>* <u>Cornwall ALC & NALC</u> – various including bulletins. Meeting dates & training updates.</p> <p>* AQUISS Current copper-based internet ending on 30th November, and is to be replaced by Fibre. A new router as recommended by the supplier has arrived. Install date has been confirmed Friday 12th December (a.m.) The supplier has agreed a price of £18 month for the first six months, followed by £36 per month after, and have given assurance that we will not lose service before the switchover.</p> <p>* Parishioner email & phone call: Rubbish and vehicle on axle stands - in Woodford Chapel parking area. Cllr. Emery to action Call from Parishioner asking who MPC representative is for MET – information was passed on to Parishioner.</p> <p>Parishioner enquiry/suggestion for MPC to purchase the local Shop. Suggestion was previously presented to Council in July 2025, Parishioner advised as per the council's 'Standing Orders', that clerk is unable to present to Council again until January 2026, but are welcome to make contact again in January.</p> <p>* Pension regulator re-enrolment – in process.</p> <p>* Devon & Cornwall Alerts – various inc. Our News: National Neighbourhood Alert Survey: Appeals re; burglaries: 'Scrutiny is Key'. Public Transport Safety; Retail Crime. A reminder for the cyber protect webinar on 26/11/2025 *</p> <p>* Invoices: Aquiss, Parish Magazine Printing, S. Francis, J. Steer (Router)</p> <p>*Payments received; Wayleave; HMRC (VAT refund);</p>														

	<p>* Newsletters and updates from Information Commissioners Office; HMRC; Rural Service Network; South West Coast Path; Volunteer Cornwall.</p>																										
20.	<p>Finances:</p> <p>a) <i>The accounting spreadsheet and bank statement had been distributed to all Cllr's prior to the meeting. All payments were agreed as per the schedule. Invoices were checked and signed by Cllr. Hobbs. Bank Statements and Spreadsheet were signed by Cllr Myers and Cllr Payne.</i></p> <p>Invoices paid as follows;</p> <p><i>Aquiss – broadband £35.00; Parish Magazine Printing (Hamlets) - £46.19; RAWSEO (Website development for MUGA) - £219.60; Cornwall Council DBS checks – Benjamin Savage, Shorne Tilbey, Jaik Payne, Richard Savage - £158.00; Cleaning of Duckpool Toilets £1534.00; J. Steer (Router) - £39.99.</i></p> <p>Statement of Accounts as at 31st October for November 2025 meeting</p> <table> <tbody> <tr> <td><i>Current Account Balance as at 30/09/2025 brought forward</i></td> <td>£ 9,851.05</td> </tr> <tr> <td><i>Plus, payment in: Grantscape & Morwenstow FC Rent</i></td> <td>£ 6,287.00</td> </tr> <tr> <td><i>Less payments debited up to 31/10/2025</i></td> <td>£ 4,349.29</td> </tr> <tr> <td><i>Current Account Balance as at 31/10/2025 as per bank statement</i></td> <td>£11,788.76</td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td><i>Current Account Balance as at 31/10/2025</i></td> <td>£11,788.76</td> </tr> <tr> <td><i>Less payments still to be debited</i></td> <td>£ 5.95</td> </tr> <tr> <td><i>Balance in Current Account will be</i></td> <td>£11,782.81</td> </tr> <tr> <td><i>Balance in Business Reserve Account as at 31/10/2025 as per bank statement</i></td> <td>£10,340.44</td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td>Total Funds</td> <td>£22,123.25</td> </tr> <tr> <td><i>Less earmarked funds</i></td> <td>£0.00</td> </tr> <tr> <td>Available funds</td> <td>£22,123.25</td> </tr> </tbody> </table> <p>b) It was resolved to add New Clerk - Jayne Steer as authorised signatory on the bank accounts & to remove Former Clerk - Sheridan Rosser.</p>	<i>Current Account Balance as at 30/09/2025 brought forward</i>	£ 9,851.05	<i>Plus, payment in: Grantscape & Morwenstow FC Rent</i>	£ 6,287.00	<i>Less payments debited up to 31/10/2025</i>	£ 4,349.29	<i>Current Account Balance as at 31/10/2025 as per bank statement</i>	£11,788.76	 		<i>Current Account Balance as at 31/10/2025</i>	£11,788.76	<i>Less payments still to be debited</i>	£ 5.95	<i>Balance in Current Account will be</i>	£11,782.81	<i>Balance in Business Reserve Account as at 31/10/2025 as per bank statement</i>	£10,340.44	 		Total Funds	£22,123.25	<i>Less earmarked funds</i>	£0.00	Available funds	£22,123.25
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21.	<p>Planning:</p> <p>Planning Partnership: No Update</p> <p><i>Applications received for consultation by members to agree a consultee response to be submitted to Cornwall Council:</i></p> <p>P1 - PA25/08043 Conversion of barn to dwelling together with the erection of small extension and demolition of existing adjacent agricultural buildings [card 0038 mor] with removal of condition 2 in respect of decision E1/2006/00178 dated 17/03/2006 and modification E1/2006/00829 dated 16/06/2006 Harolds Barn Woolley Bude Cornwall EX23 9PP</p> <p>The Council see no reason to object to application PA25/08043</p> <p>For information only:</p> <ul style="list-style-type: none"> • Awaiting decision: <p>PA25/03276 Proposed slurry lagoon (SIG) Cory Farm Morwenstow Bude Cornwall EX23 9ST</p>																										
22.	<p>Date of next monthly meeting – Wednesday 21st January 2026; unless a planning meeting is required before that.</p>																										

With there being no further business, the meeting was closed by the chair at 8:25