



Morwenstow Parish Council

Telephone: 01288 331065

Email: clerk@morwenstowparish.gov.uk

Website: www.morwenstowparish.gov.uk

Draft Minutes from the Monthly Parish Council Meeting held at 7:30pm on **Wednesday 21st January 2026** at the Community Centre.

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| 1. | Attended by; <i>Cllrs. J Hobbs (Chair), J Phipps, S Tilbey, N Steer, C Myers, R Savage, G Worden, B Savage, J Amos-Yeo, J Payne. County Councillor Faye Emery. Current Clerk J. Steer & Outgoing Clerk S. Rosser.</i> |
| 2. | Apologies for absence. <i>None</i> |
| 3. | Public Participation: <i>Two members of the public were in attendance to speak on the 'Proposed Community Shop' project. In accordance with Council's Code of Conduct & Standing Orders, one representative shared an explanation of the project aims & what has been achieved so far, requesting support from the Parish Council & funding to assist with costs of grant applications, feasibility studies, admin costs, accessing training, & joining fees for supporting organisations. The Chair thanked the members of the public, inviting them to remain in order to respond to any questions from the council during item 17 (below).</i> |
| 4. | Disclosures: <i>Cllrs Jonathan Hobbs & Cllr John Amos-Yeo declared an interest – both being distant relatives of the current owner of Furze Stores – the 'Shop' mentioned in item 3 above and item 17 below.</i> |
| 5. | Dispensations: <i>None.</i> |
| 6. | <i>The previously circulated minutes of the Monthly Parish Council meetings held on 15th October 2025 & 19th November 2025. Plus, the Planning Meeting held on 7th January 2026 were approved & signed by the Chair.</i> |
| 7. | Matters arising from the minutes and updates – for information only. a) <i>Footpaths – the closure of footpath 3 for Bridge replacement has, once again, been extended until 26th January 2027 – Cllr Emery agreed to follow-up.</i> b) <i>Printer quotes – Council unanimously agreed to the purchase of the more cost-effective printer. Clerk to order.</i> |
| 8. | To receive a report from our Cornwall Councillor Faye Emery. a) <i>Untaxed vehicles on Parking area opposite Woodford Chapel. The matter is complicated in that there is a current disagreement between highways & Cornwall Housing over who actually owns the land. Cllr Emery is currently waiting to hear if Highways & CH can reach agreement over ownership. One vehicle has since been removed. A second vehicle is no longer a concern for public safety. The Caravan currently remains. Cllr Emery to keep the Council updated.</i> b) <i>Parishioner complaint. Potholes on A39 to SHOP & a manhole cover. The manhole cover is the responsibility of BT & the Pot holes are due to be inspected this week.</i> c) <i>A new gully will be put in place near Pete's Plants in order to reduce incidents of regular flooding in that area.</i> d) <i>CAP - VAS (Vehicle Activated Speed signs- smiley faces) mobile traffic calmers. Council agreed to request 3 mobile signs</i> e) <i>Salt boxes, Cornwall Council will install filled boxes, but it will be the Parish Council's responsibility to keep them filled once installed. Request for three to be placed around the Parish.</i> f) <i>Consultation on 'Let's Talk Cornwall' is currently still open for comments</i> g) <i>Storm Goretta. Though the Parish had very few issues, the impact on West Cornwall has implications for all Cornwall. Cornwall Council are considering 'lessons learned' with particular emphasis on Vulnerable People & communications. Cllr Emery confirmed Morwenstow Parish 'Emergency Plan' is reviewed regularly and updated when appropriate.</i> |
| 9. | Parish Maintenance and Matters discussed: <ul style="list-style-type: none">• <i>Council agreed to replacement of Plastic bin in public toilets.</i>• <i>Public Toilets Sign on road from Woodford Side. Cllr Worden to liaise with R. Francis about the sign.</i>• <i>RoSPA or other suitable person/company are to be booked for a full inspection of Playpark equipment. Council agreed to use the same contractor from the previous inspection. Replacement of 'Tower' equipment added to February agenda with a view to grant applications & replacing the item in the new financial year'.</i> <ul style="list-style-type: none">a) <i>Parish maintenance & hedges; Community Garden. Currently 'tidy'. But overall feeling is that more could be done to improve the area. Item added to February agenda = Formation of a working group to develop a 'vision' for the garden. Cllrs advised to call over & develop ideas/suggestions for the area.</i>b) <i>To note completed tree log; <i>The Log was checked, signed and retained by the clerk.</i></i>c) <i>To note completed playpark log; <i>The Log was checked, signed and retained by the clerk.</i></i>d) <i>To note completed overall grounds log; <i>The Log was checked, signed and retained by the clerk.</i></i>e) <i>To note completed outdoor fitness equipment log; <i>The equipment has been inspected a log will be signed and retained by the clerk once received.</i></i>f) <i>Morwenstow Active Health website update. S. Rosser is working with Rob Wassell to ensure website in place, with recent work to improve the online booking system. 35 bookable sessions a week. 31 hrs of play If fully booked <u>could</u> make £350 per week with the aim being to cover running costs. The Council agreed to delegate any decision regarding approval of the</i> |

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| | <p>website to S. Rosser. The aim is to officially launch the complete website in Feb.</p> <p>g) LMP Enhanced funding application; Cllr Steer has spoke to P Jenkins, happy with what the Council are aiming to do & prepared to quote. Still waiting for response from relevant person. The Chair confirmed with Cllr Emery that LMP Enhanced funding is still in place. Cllr steer to chase up urgently as deadline approaches.</p> <p>The Chair thanked Cllr R. Savage for organising the Christmas tree</p> |
| 10. | <p>Further matters for discussion - NEW Policy, Guidelines and Policies Review</p> <p>1) Council agreed (en bloc) 4 digital basics required for the new AGAR are now in place. Proposed & seconded as follows.</p> <ul style="list-style-type: none"> a) .gov.uk emails (Full Council agreement) b) Website accessibility compliance WCAG 2.2 AA. (Agreed Cllr J. Phipps/Seconder Cllr. J. Payne) c) GDPR & DATA PRO (FOI) compliance. (Agreed Cllr C. Myers/Seconder Cllr N. Steer. d) IT policy – no longer optional! formal acceptance and agreement of the NEW policy. Chair pointed out the implication of posting on personal social media accounts (as mentioned in the IT policy). (Proposal to adopt Cllr. Phipps. Seconder. Cllr C. Myers). <p>2) Guidelines for the use of MPC Facebook page & Website. <i>To make clear what the Parish Council can & cannot post in order to remain true impartial representatives of the Parish</i></p> <p>3) Existing Policy Annual Reviews. <i>Updated, layout tidied, minute table added & logo attached. Health & Safety Policy / Data Pro Policy / Statement of Internal Control / Community Centre Wi-Fi. Cllrs agreed to new formats. Reviews passed.</i></p> <p>4) <i>New clerk requests a few minutes of Cllr's time prior to future meetings to determine existing strengths in preparation for the Annual Parish Council Meeting & allocation of roles/responsibilities for subcommittees. All councillors agreed Clerk to follow up with personal requests to Cllrs. All agreed to be invited to attend for a slightly earlier time prior to future meetings to complete a simple questionnaire, with option to meet at other time if more appropriate.</i></p> |
| 11. | <p>Discussion of replacement Insurance Quotes. <i>Current policy with Zurich runs until 31st May 2026 – too early for Zurich to requote as yet, but option to negotiate another five-year package. Clerk to meet with Chair to complete a 'Clear Councils' form (Town & Parish Councils insurance broker) to check for other quotes. Clerk will speak to calc for other recommendations</i></p> |
| 12. | <p>Appointment of Internal Auditor. <i>Mary Gosling at CALC suggested four; All have contacted & invited to submit a quote</i></p> |
| 13. | <p>CAP Road fund. <i>Covered in minute 8 (above)</i></p> |
| 14. | <p>Review of website. <i>Council in full agreement to approach Rob Wassell about the possibilities of moving the current PC Website & all information & quote accordingly.</i></p> |
| 15. | <p>E.V. Charging: Any Update? Cllr. Emery reassured MPC that they are still on the list</p> <p><u>General Training:</u> Opportunities within the training Bulletin – available to all Councillors. Online session on Planning updates running in Feb – all Cllrs have received an email with link to the session.</p> <p><u>Signposting</u> – Cllr Tilbey to follow up on potential training on Safeguarding for parents/carers.</p> |
| 17. | <p>Correspondence:</p> <ul style="list-style-type: none"> * Emails & copies of plans from Lainey Cole regarding internal upgrading of toilets & roof work necessary for the Community Centre - now been completed. * Cornwall Streetworks; information/updates posted on FB page * <u>Cornwall ALC & NALC</u> – various including bulletins, meeting dates & training updates. * Email from Sunflowers & Choughs requesting the PC to Fly the Ukrainian flag to commemorate 4th Anniversary of Russian Invasion of Ukraine. PC don't own a Ukrainian flag & with consideration to other Parishes & issues met when flying various flags, the council are only in a position where they can reiterate the council all hope for peace as soon as possible * AQUISS – numerous emails. Currently looking at the 22nd January for connection – clerk to attend. * Holsworthy Motor Club re, planned Classic Trial on 22nd February 2026. They will be driving through on motorcycles and some in cars. Council to await updates on what the route will take. * Letter from Parishioner concerning the proposed ideas for a potential community shop. <i>The chair read out the letter, along with the Email from the member of the public who attended this meeting to present an update on the 'Proposed Morwenstow Community Shop' project. (minute 3). Chair attended a meeting at the beginning of January. Cllrs attended the public meeting as interested parties. The council have listened to today's update from & are now aware of what is being asked of them. Cllrs agreed to add this item to the February agenda should request for relevant documents be submitted to the council BEFORE the next meeting. Clerk to write letter Parishioner requesting such items.</i> * Parishioner emails: requesting to post an item on MPC's Webpage. Attention drawn to The Guidelines explaining what MPC can & cannot do with regard to posting third-party items in order to remain neutral & impartial. * Email - Parishioners concern around the date of the school residential for older year groups which coincides with the Patronal Festival; thus several year groups would be unable to attend. Cllrs feel equally concerned. Clerk to write a Letter to head of school on behalf of MPC. * Email from Brian Redwood (Site in Wooley adjacent to the Village Green approved for four dwellings)- Consulting Council & requesting feedback at earliest convenience on proposed street name prior to registering details. Proposed Name is <u>Trekynsa Closs</u> (Cornish/Kernewek) – Council content with naming. * Pension regulator re-enrolment – completed/re-declared on 10th December 2025. * Devon & Cornwall Alerts – various inc. Our News: National Neighbourhood Alert Survey: Appeals. * Invoices: Aquiss, Parish Magazine Printing, S. Francis, CALC Training, Community Centre, CHADDS* Payments received; |

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| | <p>HMRC; National Trust; * Newsletters and updates from Information Commissioners Office; HMRC; Rural Service Network; South West Coast Path;</p> | | | | | | | | | | | | | | | | | | | | |
| 18. | <p>Finances:</p> <p>a) Statement of Accounts for November 2025 and December 2025 were placed on the screen for all to view. Cllr Tilbey and Cllr R Savage checked, signed and dated the Statement of accounts for November 2025 and December 2025. Cllr Myers & Cllr B Savage checked, signed and dated the Reserve Account bank statement & the Current Account statements for November and December 2025</p> <p>Statement of Accounts at 30th November 2025 for January 2026 meeting</p> <table> <tr> <td>Current A/C balance as at 1st November 2025 Brought Forward</td> <td>£11,782.81</td> </tr> <tr> <td>Plus Payments in</td> <td>£6597.09</td> </tr> <tr> <td>Less expenditure</td> <td>£7036.28</td> </tr> <tr> <td>Current account Balance as at 30th November 2025 as per bank Statement</td> <td>£11,343.62</td> </tr> </table> <table> <tr> <td>Current A/C balance as at 31st December for January 2026 meeting</td> <td>£11,343.62</td> </tr> <tr> <td>Plus Payments in</td> <td>£0.00</td> </tr> <tr> <td>Less expenditure</td> <td>£39.55</td> </tr> <tr> <td>Current account Balance as at 31st December 2025 as per bank Statement</td> <td>£11,304.07</td> </tr> </table> <table> <tr> <td>Business Reserve balance as at 31st December 2025</td> <td>15,373.34</td> </tr> <tr> <td>Total Funds held as at 31st December 2025</td> <td>£26,677.43</td> </tr> </table> <p>b) The chair checked & initialled the following invoices to be paid For November/December as Follows: Aquiss £35.00, Nat west £4.55, Parish magazine printing £46.19, ICO £47.00, Nat West £0.35, CHADDS (J&R) £19.36, Outgoing Clerk Wages, New Clerk Wages, Cornwall Council Training total £324.00, S. Francis £350.85, HMRC £55.54, Morwenstow Community Centre (Room Hire and Storage) £66.00.</p> <p>c) Grant payments were awarded as follows; Woodford Chapel £125, Morwenstow PCC £250, MCC £250, Shop Chapel £125, Holsworthy Rural Transport £300, Cornwall Air Ambulance £300.</p> <p>d) Invoice was received from Cllr R Savage for Xmas tree costs – to be added to next month's payments</p> <p>e) Banking update from S. Rosser. Some clarity with regard to the new system. The previously signed off minutes confirming Mrs Rosser is to be removed as signatory and New Clerk J. Steer is to be added, are to be sent with the mandate. As the account stands, the PC will now accrue charges totalling £20 per month for holding three accounts. Totalling £240 per year in addition to individual payments at a charge of 50p per payment – estimated to be around £35 per year. Advised to budget £300 per year for banking charges. Additionally, two people will be required to sign off payments. The new Mandate requires 2-3 weeks for updating, so it is anticipated that the New Clerk should have access by march. There will be four signatories on the mandate - Cllrs Hobbs, Phipps & Myers, plus the Clerk, but it is believed that all ten Cllr's can view accounts should they wish to do so, without any ability to access the accounts. Nat west will not consider the PC for 'Bankline for communities' as this is being phased out.</p> | Current A/C balance as at 1 st November 2025 Brought Forward | £11,782.81 | Plus Payments in | £6597.09 | Less expenditure | £7036.28 | Current account Balance as at 30 th November 2025 as per bank Statement | £11,343.62 | Current A/C balance as at 31 st December for January 2026 meeting | £11,343.62 | Plus Payments in | £0.00 | Less expenditure | £39.55 | Current account Balance as at 31 st December 2025 as per bank Statement | £11,304.07 | Business Reserve balance as at 31 st December 2025 | 15,373.34 | Total Funds held as at 31st December 2025 | £26,677.43 |
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| 19. | <p>No New Planning items were discussed:</p> <p>a) Greg Wordon – planning partnership update; New information will be ready by March; Looking for new sites; Comm infrastructure (CIL) – Cllr Worden has been invited to stand as member/representative for North Cornwall & will receive training funded by The Committee.</p> <p>b) Cllr Emery confirmed any Enforcement updates are still on stage 4</p> <p>For information only:</p> <ul style="list-style-type: none"> • Awaiting decision: PA25/03276 Proposed slurry lagoon (SIG) Cory Farm Morwenstow Bude Cornwall EX23 9ST – CC Cllr Emery stated the ongoing issues are regarding the number of trees which the applicants are required to plant. <p>MEETING CLOSED AT 8.48 P.M.</p> | | | | | | | | | | | | | | | | | | | | |
| 20. | Date of next monthly meeting – Wednesday 18th February 2026 ; unless a planning meeting is required before that. | | | | | | | | | | | | | | | | | | | | |

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."