

Maker with Rame Parish Council



Chairman: Cllr John Weale
Vice Chairman: Cllr Jon Kidd
Clerk/ RFO: Carolyn Y. May

DRAFT
Minutes of the Annual Parish Council meeting held at 7pm on 26th
JUNE 2023
at
Maker with Rame Community Hall

Present: Cllrs. Weale (Chairman), Kidd (Vice Chairman), Lingard, Murray, Hurlbatt, Bebe and Browning, Cllr. Kate Ewert (Cornwall Council)

Apologies: None

Also Present: Carolyn May (Clerk) and three members of the public

Declarations of Interest: Cllr Hurlbatt declared a personal interest in the Kingsand Institute.
Cllr. Lingard declared a personal interest in PA23/02520
Cllr. Kidd declared a personal interest in PA23/00325

AGENDA

37.23 Chairmans Report

The Chairman opened the meeting, and thanked those present for attending. Cllr Weale emphasised that there was a great deal going on at present with the Parish Council, and the priority was to push the decisions made, forward.

Cllr Weale raised the issue of Moorings in the Bay, that are currently managed by the Gig Club. It is possible that responsibility for these may be transferred to the Parish Council.

38.23 Public Open Forum

A Member of the public raised the issue of the poor condition of the public lavatories building at Cremyll. Whilst it was understood that the building was the responsibility of Mt. Edgecumbe Estates, the gentleman asked if the Parish Council could correspond with that organisation in respect of the matter.

It was **agreed** that the Parish Council would raise the matter with Mt Edgecumbe Estates.

The condition of the handrailing in Green Park was raised. The item is no longer useable. It was agreed that the parishioner who raised the matter should forward a photograph to the Parish Clerk and arrangements would be made to report the matter to Cornwall Council.

39.23 Approval of Draft Minutes for 22nd May 2023

It was **proposed** by Cllr Browning, seconded by Cllr. Lingard and **RESOLVED** that the Draft Minutes for Parish Council Meeting, held on the 22nd of May 2023, would be accepted as being an accurate reflection of the meeting. Unanimous. **Carried.**

40.23 Correspondence

The following items of correspondence were presented to the meeting:

Cllr C. Donnithorne - A38 Trerulefoot to Carkeel Safety Package – this scheme is not being pursued.

Mrs W. Ferguson – No Mow May – this situation has now been resolved.

Mrs S. Tonge – Recurring Garratt Street Sewerage problem . Cllr. Kidd has spoken with the parishioner. He advised that South West Water had attended at the location and noted that the sewers had collapsed. There will be a need for SWW to undertake emergency repairs at the site. This will result in an emergency, unscheduled closure of Garratt Street.

Catherine Thompson – Grant Funding availability for tackling deprivation and supporting local communities.

EDF – Maintenance Matter – A substantial invoice had been received by the Clerk. Enquiries revealed that the sum requested related to maintenance for street lighting. The Clerk asked for a copy of the schedule and the remedial work carried out. A subsequent email from EDF stated that the sum was for future maintenance. The Clerk has now requested sight of the last inspection report, as there are two lights which have not been repaired . The Clerk suggested that the PC does not pay the invoice until she has been furnished with the information requested. This was **agreed.**

Mr Mark Andrews – on-site meeting request (reference PA23/00325)

Cornwall Council Development – Installation of windows at the General Store. – Heritage windows had been installed, in contravention of the Neighbourhood Development Plan. Cornwall Council has now sanctioned the installation on the grounds that the rest of the buildings in Cawsand Square have UPVC window frames. This claim, by the Enforcement Officer, is disputed by the Parish Council. It was felt that this decision had raised the profile of the inconsistencies in relation to decision making within Cornwall Council, and its application of the conditions set out in the NDP.

Cornwall Council Planning Enforcement (investigation at the former Little Monkey's Nursery, Hat Lane) - The Enforcement Officer confirmed that the queries raised by the Parish Council had been investigated. Attendance at the site confirmed that no work had been undertaken, and therefore no planning breach had occurred. The matter has now been closed.

Cllr. Lingard advised the meeting that there were, in fact, two sites at the location (the former Little Monkeys Nursery, and a house). Cllr Lingard felt that the Enforcement Officer had attended at the wrong building, and that the house was the subject of the Parish Council's query. It was **agreed** that the Clerk would revert to the Enforcement Officer and determine if the correct building had been investigated.

Black Prince Committee – card, thanking the Parish Council for the contribution towards the Event Insurance costs.

Public Spaces Protection Order (PSPO) Renewal - Cllr. Weale stated that this document must be the subject of a discussion with the community. The document should be placed on the Parish Council website.

It was **agreed** that the Parish Council would discuss the matter of the PSPO at the Ordinary Parish Council Meeting in July 2023.

Cllr Bebe advised the meeting that there was currently a survey relating to this matter on the Parish Council Facebook page, and that several people had already responded to the same. The document currently under consideration can be linked to the survey. Therefore, the Parish Council will have engaged with the public prior to the July meeting, and the views expressed can be taken into consideration when responding to the letter.

Overgrown Verges within the Parish – the Clerk reported that a complaint had been received from a Parishioner in relation to the overgrown verges which are obstructing pathways. The problem had been reported to Cornwall Council. Unfortunately, no work had been undertaken to address the problem.

The Clerk had advised the Parishioner to report the matter again, to Cornwall Council and to Cllr, Ewert. The Clerk had also undertaken to raise the matter at the extant meeting and speak with Cllr Ewert.

Cllr. Ewert Discussions – the Chairman had engaged in correspondence with Cllr. Ewert, in respect of:

- the Inconsistency of planning decisions by Cornwall Council.
- the lack of response on the matter of sea defences.
- the decision change, in respect of Sandways Planning Application, in the face of no further evidence being provided to support the same.

Cllr. Ewert has recommended that the Chairman should raise these matters with the CEO of Cornwall Council, Kate Kennally.

Sea Defences – the Chairman advised the meeting that he had written to both Cormac and Cornwall Council Highways, two months previously, in relation to the condition of the sea defences, requesting that engineers attend to inspect the same.

The hole in the wall at the Devonport, the defences around the Kingsand Institute and the steps down to the slipway are areas of particular concern.

The Chairman had emailed the Cornwall Council contact for this matter, on the morning of the meeting and a response has now been received. The following information was provided:

- The hole in the sea wall outside the Devonport is scheduled for repair – no time frame yet.
- The erosion around the base of the Institute has not been inspected. However, Engineers are of the opinion that Cornwall Council is only responsible for the area up to the wave return. Photographs are to be sent to CC.
- It has been acknowledged that the steps down to the slipway are in a bad state, and an Engineer is to be sent to assess the same.

Land at the end of Earls Drive – a Parishioner has raised the matter of the triangle situated at the end of Earls Drive. This area has been roped off and well maintained. The Parishioner had made enquiries at the Land Registry, ascertaining that the land is not privately owned. It is registered as public land and therefore should not be roped off.

Members believed, as the matter had been raised by a Parishioner, an obligation had been placed upon the Parish Council to investigate the matter.

It was **agreed** that the (two) owners of the shared driveway would be approached, by Cllr. Weale, to discuss the matter.

41.23 Finance and Economy

41.23(a) - Schedule of Payments and Financial Management Report

41.23(b) - Additional Payments - The Clerk advised the meeting that three additional invoices had been received since the date of publication of the agenda. These included:

- JCF £1,500 – lavatory repairs
- Foy-Air £197.72 – lavatory supplies
- Cllr. Hurlbatt £49.12 – Expenditure for Open Day

Having considered the schedule of payments provided, it was **proposed** by Cllr. Kidd **seconded** by Cllr. Weale and **RESOLVED** that the Schedule of Payments and Management Report would be approved. Unanimous. **Carried**.

41.23(c) - Institute Insurance Contribution (Budgeted Cost) – The Clerk advised the meeting that an application had been received from the Kingsand Institute Committee, requesting the agreed contribution towards the annual insurance premium for the facility.

It was highlighted by the Clerk that this was a contribution for which the Parish Council had budgeted.

It was **proposed** by Cllr. Kidd **seconded** by Cllr. Weale and **RESOLVED** that the agreed contribution would be paid to the Kingsand Institute Committee. Unanimous. **Carried**.

41.23(d) Dog Signs – Cllr Weale reported that the dog signs for Cawsand Beach are now ready. The cost is £220.

It was **proposed** by Cllr. Weale **seconded** by Cllr. Kidd and **RESOLVED** that the Parish Council would procure a new dog sign for Cawsand Beach. Unanimous. **Carried**.

42.23 County Councillor - Cllr. Ewert apologised for being late, this was due to her attendance at a meeting. The Councillor addressed the following matters:

- **Dark Skies Project** – this is no longer an optional project. It has been decided by Cornwall Council that streetlights will be switched off, between the hours of midnight and 0500 hrs, across the County. The switch off will commence in late Autumn/ early Winter. MwR Parish Council now had to decide if it wishes to be an ‘early adopter’ of the switch off.

It was felt that this scheme has been ‘too rushed’ and that there had been no consultation on the matter, by Cornwall Council. Cllr Ewert suggested that the Parish Council should correspond with Cornwall Council CEO, to express their concerns about the decision. Cllr. Weale asked if such an action would make any difference Cllr Ewert responded by suggesting that should enough Parish Councils raise their concerns, then it was possible that this would have an impact. The decision to implement this course of action had less to do with environmental concerns than with fiscal matters.

Members had previously expressed concern in relation to switching off streetlights, particularly in respect of the late-night working hours in the hospitality industry in the area, and the lack of footpaths in some locations.

Cllr Weale advised the Members that there was a need to adopt a proper approach to this matter and that the information should be made available to the community via social media. The matter will then have to be discussed at the July Parish Council meeting. It was **agreed** that this would be a priority.

It was **agreed** that Cllr. Weale would raise this matter with the CEO of Cornwall Council, by email. In particular, he wished to enquire if there was any way of delaying the implementation of this project. Cllr Ewert stated that ‘Safer Cornwall’ has huge concerns over this proposal.

Cllr Weale advised the meeting that there were two matters which the Parish Council would have to address:

- If this is to be imposed, is it better/safer to be an early adopter of the scheme, during the longer lighter days, thus enabling parishioners to get used to the system?
- What does this mean for the Parish Council, which had earmarked £12,000 for the conversion of streetlights to LED? If lights are to be switched off for five hours per night, do we save ourselves the cost of the conversion?

Cllr Kidd was of the view that becoming an early adopted did, in fact, make the Parish Council complicit in the scheme and that the PC should oppose the scheme until such times as the community has had an opportunity to consider/ discuss the same.

Cllr Bebe advised the meeting that there was a need for a formal statement on this matter from Cornwall Council, and it would be necessary to provide some direction relating to the submission of responses – directly to Cornwall Council, or to the Parish Council?

It was noted that, to date, Cornwall Council has not disseminated any information to the public, in respect of their intention. Only Parish Councils have been advised of the decision. Cllr. Ewert is to take the views/ concerns of the PC back to Cornwall Council.

Community Area Partnership – The inaugural meeting of the new Community Area Partnership (29 parishes) was held recently. MWR was not represented at this. Cllr Ewert stressed the need for the PC to provide a representative.

No Mow May – areas are now being cut. However, due to the need to prioritise some areas on the grounds of safety, not all areas will be tended immediately. Cllr Murray raised the issue of the road from Kingfishers Pre School to the Farm, highlighting the danger to traffic attempting to exit the road by the farm. The height of the grass (although already cut) on the verges is obstructing motorists' view.

Cllr Kidd raised the Pampas Grass at the entrance to Cawsand Car Park, which CC inspected and deemed 'safe'. That view is not shared by a great number of people. It has been reported to Cornwall Council.

Sandways Campsite Planning Application – Cllr Ewert is intent on taking this matter to the full Cornwall Council Planning Committee, for determination. It is the Cllrs. Intention to support the application of the group.

Highway EOIs – These projects are currently in the design phase. Once the plans are ready, they will be put out for consultation.

Tregantle Parking – Cllr. Kidd raised this matter. He asked what was happening in respect of those who park on the verges at the site, adding that some of the signage was missing.

Cllr Ewert advised that once the Traffic Regulation is sealed, the signs will be erected, and the order will be enforceable in early course.

43.23 Planning Applications

Having declared an interest in PA23/02520, Cllr Lingard left the meeting at 19:48 hrs.

PA23/02520 – Sandway Beach, Earls Drive, Kingsand

Proposal: Change of use of the land to a private campsite for twenty tents, for a period between 1st April and 30th September each year, and the installation of emergency steps.

It was noted that the Planning Officer managing this matter had forwarded an email to the Parish Clerk, highlighting his view that the application should be **approved**. The following day, a further email was received by the Parish Clerk from Ms. Pritchard, Head of Planning, advising the Clerk that the original notice had contained an error, and that the Planning Officer was, in fact, recommending that the application be **refused**. Members were advised that no further evidence had been provided by the Planning Department, which would justify the change of decision. It was merely stated that the Officer had erroneously approved the application.

Cllr. Weale reminded the meeting that the Sandway Beach Planning Application had been brought before the PC in May 2023. Following meticulous consideration of the facts presented, the Members had unanimously voted to support the application. The views of

the body, and its decision to support the application, were forwarded to Cornwall Council.

The recent email (recommending refusal of the application) received by the Clerk had provided the Parish Council with an option to review its decision and elect to agree with Cornwall Council that the application should be refused. Alternatively, the Parish Council could elect to uphold the original decision to support the application.

Members discussed the matter and were of the firm opinion that the PC should maintain its original view – to support the application.

Cllr. Bebe asked if it would be appropriate to ask the planners ‘under what circumstances would Cornwall Council agree to the application?’ Cllr. Weale explained that the main thrust of the CC argument was personal safety.

At that juncture, a representative of the applicant was invited to address the Members. This person stated that the Environment Agency (EA) had become involved in the matter approximately five years ago - predicating their intervention on the issue of ‘climate change’. The main argument of the EA was ‘risk to life’.

As a result of the perceived risk, the camping association has, annually, sought to mitigate the risk alluded to be the EA. As a result of the way in which risk has been addressed by the group, the EA report for the current year was the most positive report that the group had received. Within the report ‘risk to life’ was not mentioned, nor was the previous requirement for the site to be raised. In addition, the previously articulated demand for an access to be provided in case of flooding was also omitted. Considering these changes, the association fails to understand the reasons for refusal of the application.

Cllr. Weale suggested that Members should read the latest EA report, which is currently on the Planning Portal. There is also an independent Flood Risk report, compiled by EAD Solutions, this report considers an area listed as ‘Zone 3’ flooding risk and has downgraded it to a ‘Zone 1’ flooding risk.

It was **agreed** that the Parish Council would maintain its original stance on this application, and that Cornwall Council Planning Department should be advised accordingly. The Parish Council requests that the application is brought before the full Planning Committee for determination.

It was **agreed** that Cllr. Weale would raise the conduct of this matter with the CEO of Cornwall Council. In particular, it is to be ascertained precisely what had changed, in order to justify the change of decision.

19:59 hrs – Cllr Lingard returned to the meeting.

Having declared an interest in PA23/00325, Cllr Kidd left the meeting at 19:50 hrs.

PA23/00325 - Tynewydd New Road Cawsand Torpoint Cornwall PL10 1PA

A request had been made by Mr Mark Andrews, acting on behalf of the applicants, to attend a site meeting on 11th July, at 09:30 hrs. It was **agreed** the Cllr. Murray would attend.

20:00 hrs – Cllr Kidd returned to the meeting.

PA23/04218 – Maker Barracks

Proposal: Listed Building Consent to replace man-made slate roof with natural slate roof; repairs and replacement of rainwater goods; reinstating and repairing of ground level and below ground level drainage.

Having considered the application, it was **agreed** that the Parish Council does not object to this application.

PA23/04113 – Rock Cottage, Kingsway, Kingsand, PL10 1NG

Proposal: External insulation to the existing building. Single Storey extension. Minor demolition to enable.

Application withdrawn.

44.23 Planning Decisions – Noted

45.23 Potential Acquisition of Community Assets

Cllr Kidd raised the possibility of the PC obtaining Community assets from Cornwall Council. He added that there had been a recent transfer of the CC car park at St Ives, to the PC. Cllr Kidd asked if the PC could possibly acquire control of the Cawsand Car Park.

Cllr. Ewert stated that it was not likely that CC would transfer the Cawsand car Park to the PC, as this was one of the most profitable car park locations for CC. CC will only consider transferring assets that are loss making. The St Ives transfer was predicated on an historic agreement.

46.23 No Mow May

Cllr Kidd advised the Meeting that No Mow May precedes the current Parish Council, with previous administrations having engaged in the practice. However, the PC had agreed to apply the policy to the new grass cutting contract, and in accordance with our request, the grass cutting contractor did adhere to the clause.

In 2022, the PC had the grass cut twice in April, once at the beginning of the month and again at the end of the month. This ensured that the grass did not become too unmanageable during May. However, this was not undertaken in 2023 – which was probably the oversight.

Some districts, such as Plymouth, apply a 60/40 split with some areas being cut during May, whilst others are not. It may be worth excluding our play area from the policy.

Members discussed the matter further, articulating concerns relating to safety and access during the No Mow May period.

It was **proposed** by Cllr. Lingard **seconded** by Cllr. Kidd and **RESOLVED** that the Parish Council would exclude the play park from the No Mow May Policy, and that the grass cutting contract would be amended to reflect that decision. Unanimous. **Carried**.

Cllr Kidd raised a supplementary matter in respect of the Grass Cutting Contractor.

It had been brought to the attention of a Councillor that the Grass Cutting Contractor had advised members of the public that the PC had reduced the number of cuts that he was permitted to do in the area – from two per month to one per month.

That information is incorrect. The PC put out a tender, which specified cutting sites once per month. If the contractor feels that areas need to be cut more than the tender specifies, then it is incumbent upon him to talk directly with the PC, rather than spread rumours around the community that the number of cuts had been reduced. This is the first time that the grass cutting contract has been awarded by this council – and we are all learning.

It was **agreed** that the Clerk should correspond with the grass cutting contractor, requesting that, should he feel that areas require more than one cut, to keep them tidy, he should raise these matters with the Clerk.

47.23 Communications Strategy

Cllr Bebe addressed the meeting in respect of the matter of community engagement.

A survey in respect of preferred communication methods, was on Facebook, and through paper document. About fifty people responded to the survey, the majority of the respondents were aged between 35 and 65 years of age.

The survey indicated that the majority of those who responded used Facebook to obtain information, but also valued the local noticeboards, and word of mouth. The PC website was not mentioned.

Favoured means of information dissemination for PC matters were identified as:

- An email newsletter that can be signed up to.
- Facebook
- Better publicised meetings
- Notification of key decisions
- Polls on Community issues
- Community Events

It was pointed out that the Meeting Agendas are published both on noticeboards and on the PC website. Further to this, the publication of agendas/ minutes is carried out in accordance with the terms and conditions of the law and regulations which govern all Parish Councils. These provisions cannot be amended.

In the short-term, Cllr Bebe would like to:

- Make messaging clearer.
- Agenda Headlines to be published on Facebook.
- Key decisions published the day after the meeting.

The long-term aims:

- Survey/ Polls for public opinion.
- In-person meetings on subjects that people care about.
- Email newsletter.
- New website.

Cllr Weale stated that there were some things that the PC would have to move forward on. He summarised these as follows:

- **Formal Minutes** are a legal requirement. However, this does not prevent the publication of an 'Executive Summary', Which can be published quickly.
- **Website**- medium term project.
- **Notice Boards** – these are never going to be able to openly display individual pages of the Minutes/ Agendas. However, the Executive Summary could be places on these. Possibly a 'Q code' could be added to provide a direct link to the full minutes.
- **Email Newsletter** - GDPR restrictions would have to be researched and, if the PC was to provide this, it would have to be undertaken in a structured way.
- **Sharing Documents** – links on Executive Summary, to the documents.
- **Highlighting the Good News**
- **Creation of a Communications Strategy**, which captures all the matters raised. This is to be presented at the September 2023/ October 2023 meeting.

Members discussed the proposed Executive Summary, which would be published within 24 hrs of the meeting and would highlight the top five matters discussed. It was **agreed** that the summary would be forwarded to all Members for consideration – prior to dissemination to the public.

The Clerk raised the following matters, which she considered to be a source of concern.

- The legality of some of the actions being proposed/ undertaken.
- The failure to involve the Clerk prior to disseminating letters/ information.
- Responsibility for the work to be undertaken / time.
- Creation of a PC website should be undertaken by someone who knows what the functions of a PC are.

It was **agreed** that:

- The Strategy to be drafted by Clerk/ Cllr Bebe.
- Website – this will be researched by the Clerk.
- Work to be undertaken by Cllr Bebe.

Cllr. Lingard highlighted the point – if the PC is to start providing newsletters/ executive summaries etc, then there must be an understanding that this will have to be continued. These are not a short-term proposals. Cllr Lingard added that there was a need to take care with an Executive Summary, as the final Minutes of a meeting may not be published

until they have been approved by the full PC, at the next meeting. Amendments may have to be made, thus rendering the summary inaccurate. The term Executive Summary seems like a formal document.

Cllr Lingard added that the PC does have a write up Courier and that could be expanded upon. That commentary could then be placed on Facebook.

It was **agreed** that the summary will be titled a 'Quick Readout'. The five topics will be decided at the end of each meeting. This must be a long-term action and the Courier will be used to provide more information.

Cllr Weale suggested that the E-newsletter would have to be researched, because of GDPR.

48.23 Jubilee Window

Cllr Kidd reported that the Jubilee Window, to commemorate the reign of Queen Elizabeth II, will be installed in the lobby of the Community Hall on July 14th. There are to be events with Furlanesend School, at the Hall, on the 20th of July. Lady Megan Edgecumbe is to be invited to attend.

Cllr Kidd stated that he would like to work with the CH, to promote the event. It is intended to have a tea of some sort, providing ice cream for the children.

49.23 Kingfisher Pre-School

Cllr Weale reported that he and Cllr Hurlbatt had met with the representative of Kingfisher Pre-School. The PC has agreed to provide support to the Pre-school in the sum of £2,000. However, the PC will not meet staffing costs.

The Pre-school has requested a ton of play sand. We also spoke with the PC Lavatory Cleaner in relation to providing cleaning services to the Pre-school. Unfortunately, he was unable to assist on this matter.

We have asked the Pre-school to provide us with an annual shopping list for stationery items required. The Clerk will undertake these actions.

50.23 Community Hall

Cllr. Kidd reported that a meeting had been held this evening with the Community Hall Committee. The purpose of the meeting was to determine the relationship between the parties. It was a difficult meeting because neither party had a clear understanding of the duties and responsibilities placed on each, under the terms of the Deed of Transfer.

It has been requested that the information provided to the CH Committee is shared with the Clerk, who will consider the same, prior to the PC seeking independent legal advice on the matter. Currently, the CH sits as an asset of the Parish Council's register, yet there is a management committee which operates the same. There are many grey areas in the Deed and the PC requires clarity and the formalisation of the relationship between the parties.

Members of the CH Committee articulated the belief that the PC intended to take over the facility and run the same, removing the CH Committee. That is a false belief. The PC

is merely attempting to ascertain the nature of the relationship between the two bodies, so that there can be mutual support for each other. If one party does not do its job, then the whole community suffers. The PC wishes to ensure that the building is protected and has no desire to influence how the facility is run.

51.33 Project Updates

Lavatories – Cllr. Kidd reported that Cawsand Ladies Lavatories are still to be decorated before the summer.

Cllr Lingard stated that these facilities require more than just decoration, the general standard of the sanitaryware, and the cubicles, being poor. Cllr. Kidd responded by stating that there were new hand driers in the facility, and it had been completely rewired. Cllr Kidd agreed that the facility is 'shabby'.

It was **proposed** by Cllr Weale, **seconded** by Cllr Hurlbatt and **RESOLVED** that the PC should annually commit a sum of money, commensurate to that expended on the latest lavatory refurbishment, to ensure a yearly programme of maintenance to the lavatories. This expenditure will have to be integrated into the annual PC Budget. Unanimous. **Carried.**

It was **agreed** that the Clerk would cost the project and arrange for this budget head to be added to the next budget draft.

Cllr Kidd reported that the Cawsand Lavatories had been vandalised during the previous weekend.

Environment, Recycling – Cllr Weale reported that he had been discussing matters with Sarah Wolfendon.

In particular, the matters currently being addressed are, community transport and the Repair Shop. A meeting had been arranged for 30th June and Cllr Weale will report to the PC following the same.

Cllr Weale has enquired of Napier Parking about EV charging points. Cllr Weale was advised that there was no intention of installing the same in the area.

Orchard Management – no report has been received, the Clerk is to contact Linda Dunstone, particularly in relation to the proposed TPO.

Play Area – Cllr Hurlbatt reported that the major focus has been on safety of the play equipment. There is equipment at the site that is not safe for the children to use. Therefore, notices have been placed on the item (roundabout).

The last play area inspection referred to the rocks within the play area. It has been suggested that these represent a danger to the users of the play area and should be removed. Cllr Murray suggested that the community should be asked if they wished for the rocks to be removed. Cllr Hurlbatt suggested that a 'working group', which included members of the community, should be established, to work with the PC in respect of the play area.

It was **agreed** that Cllr. Hurlbatt should speak with local people and the Kingfisher Pre School to form a group.

Cllr Browning reported that he had received a quotation from Harlequin Play Equipment, for remedial work to the existing play equipment. The latest Inspection report highlighted some low and moderate risk defects – which require addressing at the earliest convenience. There had been difficulties in obtaining quotations for the work. The quotation received from Harlequin is £7,373.01 plus VAT with a requirement to provide a 50% payment on account. It will take the company 4-6 weeks to obtain the parts for the equipment, and repairs could be effected in August/ September – possibly earlier. Cllr Lingard queried the need for further quotations for the work, in light of the sum involved. It was **agreed** the Harlequin is a specialist supplier, which is able to source and use original equipment parts, and that the need to attempt to find other providers was not deemed appropriate on this occasion.

Cllr Hurlbatt emphasised the need for the remedial work to be undertaken, to ensure that we are compliant with our insurer's requirements. The work does not constitute a refurbishment of all the equipment.

The plans for the play area are still to be determined but remedial repairs are required, if only to buy the PC time to decide how it will proceed with the development of the area.

It was **proposed** by Cllr Browning, **seconded** by Cllr Murray, and **RESOLVED** that Harlequin Play Equipment would be appointed to undertake the remedial work at the play area. Unanimous. **Carried**.

PPMLC – Cllr. Weale reported that there had been a meeting but that he had been unable to attend the same. He had, however, forwarded several questions to the group, asking about the intent for local engagement for the National Maritime Park and how the yachting anchorages sit with the Maritime Park. No answers have been received but the questions were properly recorded. Cllr. Weale will attend the next PPMLC meeting to have the discussion with the body.

Cllr Weale also suggested that, if a suitable date in September can be arranged, the PC should arrange a Community Event in the Institute. It was suggested that The King's Harbour master and Liz Coles (seabed protection) should be invited to discuss moorings, the questions raised by Cllr. Weale, and the signage promised by Liz Coles.

A further matter to be considered is the future management of the moorings at Cawsand.

Defibrillators – Cllr Murray reported that he had investigated the possibility of installing more defibrillators in the parish. Whilst residents had indicated a desire for these machines, the problem faced is that of appropriate sites and connection to power. Two potential sites are Minadhu and Maker Church.

52.23 Topics for 'Quick Readout'

- PSPO
- Sandway Beach Planning Application
- Dark Skies
- Coombe Park Play Area - Remedial Work

- Vandalism
- Public Lavatories
- Sea Wall

53.23 At 21:25 hrs It was **proposed** by Cllr Weale, seconded by Cllr. Kidd and RESOLVED that the Parish Council would enter into Confidential Discussions. Unanimous. **Carried.**

In accordance with the provisions set out in the Public Bodies (Admission to Meetings) Act 1960, Section 1(6), the Press and public were asked to vacate the meeting venue.

Members discussed the events which had necessitated the need for confidential discussions.

It was **agreed** that a suitable policy, based on the Information Commissioner's Advice Document, should be drafted for future reference.

54.23 At 21:35 hrs the Parish Council exited Confidential Discussions. The meeting closed at 21:36 hrs.

Next Meeting: 24th July 2023 at Maker with Rame Community Hall, commencing at 7 pm.

ACTION LIST		
Action	Lead	Status
Draft Communications Strategy to be written	Cllr Bebe/ Clerk	On-going
Parish specifics of PSPO document to be place on PC website/ FB/ Quick Readout Document	Cllr Bebe	July 2023 Meeting Agenda
Dark Skies Information to be place on PC website/ FB/ Quick Readout Document	Cllr Bebe	July 2023 Meeting Agenda
Support discussion with Kingfisher Play Group.	Clerk/Hurlbatt	On-going
Review of Parish Defibrillator requirements	Murray	On-going
Parish Flood Emergency Plan to be written with EA	Weale/Kidd	Ongoing
Support to Maker Church to be determined	Clerk	On-going
Rame Finger Post to be erected	Clerk	On-going
Order Cawsand Dog Sign	Weale/Kidd	June 23
Sea defences - repairs	Weale/Clerk	Ongoing
Coombe Play Park Rejuvenation: 1. Grass cutting 2. Tree trimming 3. Working Group Establishment 4. Remedial works – to be arranged	Hurlbatt/Browning	Ongoing- Report September 2023 meeting
Inclusion of Permaculture link to MwR Website	Clerk/Bebe	On-going
Sustainability and progression of Green Guide: 1. Engagement with Millbrook PC: a. Repair Shop b. Shared Transport opportunities 2. Solar Panels in Conservation area 3. Consultation ref surface runoff 4. Liaison with Mt E ref green recycling	Weale/Bebe/Clerk Weale/Murray Weale/Murray	Ongoing
Highways EOI engagement	Weale/Clerk	Ongoing
Marine Park consultation: 1. PPMLC Representation (for pollution, RYA engagement, potential future ferry services, buoys etc)	Weale/Kidd	Ongoing
Development of Community information Boards	Bebe/Murray	Ongoing
CH Jubilee Window unveiling	Kidd	11 th July 23
Arrange September Community Event	Weale/Bebe/Clerk	September 23
Communication with CEO of CC	Weale	June23
Communication with Enforcement Officer re Little Monkeys	Clerk	June 23
Land at Earls Drive – speak with residents	Weale	June 23
New Dog Sign	Weale/ Kidd	June 23
No Mow May – alteration to Grass Cutting Contract	Clerk	July 23 Mtg

Liaise with Kingfisher Pre-School	Hurlbatt/ Clerk	July 23
Lavatory Refurbishment Budget Costs	Clerk	July 23

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