

Marhamchurch Parish Council

Tuesday 21st January 2025

The meeting of Marhamchurch Parish Council was held on the above date at 7:30pm, in Marhamchurch Sunday School Rooms.

Councillors Present:

Vice-Chair Cllr Edwards, Cllr Biddick-Bray, Cllr Grigg, Cllr Hunter, Cllr O'Sullivan, Cllr Waterhouse.

Also in attendance: County Councillor Nicky Chopak & Clerk E Hawkins.

2 members of the public were present for the meeting.

In the absence of the Chairman, Vice Chair Cllr Edwards chaired the meeting.

Cllr Edwards opened the meeting and welcomed everyone. He reminded all Cllrs of the Rule of Debates at Meetings, as stated in Standing Orders, with particular reference to:

1.o. Unless permitted by the chairman of the meeting, a councillor may speak once in the debate on a motion except: i. to speak on an amendment moved by another councillor; ii. to move or speak on another amendment if the motion has been amended since he last spoke; iii. to make a point of order; iv. to give a personal explanation; or v. to exercise a right of reply.

1.t. Excluding motions moved under standing order 1(r), the contributions or speeches by a councillor shall relate only to the motion under discussion and shall not exceed (3) minutes without the consent of the chairman of the meeting.

Record and Approve Apologies.

25/01

Cllr Proudfoot sent her apologies, family commitments. Cllr Perry sent his apologies due to sickness. It was resolved to approve the apologies. Proposed Cllr Hunter. Seconded Cllr Biddick-Bray. Unanimous.

Confirm Minutes from the December 2025 meeting and ratify all decisions taken therein.

25/02

Cllr O'Sullivan suggested an amendment to wording Ref: 24/318 Annual Clerk Review, to change 'staffing committee' to 'Clerk Support Portfolio Holders'. This was amended. It was resolved to approve the minutes and ratify all decisions made at the meeting held on Tuesday 17th December 2024. Proposed Cllr O'Sullivan. Seconded Cllr Waterhouse. 5 in favour. 1 abstained due to not being at the meeting. Vice Chairman signed them as a correct record.

Declarations.

25/03

- (i) Cllr Grigg declared an interest in Agenda item 9c: Playpark.
- (ii) No other declarations.

Signed: _____ Chairman. 18/2/2025

Dispensations.

25/04

- a) To note approved dispensations relevant to items on the agenda:
 - (i) None.
- b) To review new dispensations requests.
 - (i) No new dispensation requests.

Matters Arising – for report only.

25/05

None.

Public Open Session.

(To receive statements, questions, and answers from the public on an agenda item)

25/06

No comments.

Correspondence.

25/07

Circulated via email.

- (i) Local Council online briefing: Planning Reform, revised NPPF and the Call for Sites - Weds 29 January 2025, 4.00-5.15 pm – Clerk asked if anyone able to attend, as she is not able to. Cllr O’Sullivan said he would try.

Planning.

25/08

a) **Decision Notices/Updates:**

- (i) None.

b) **Planning Applications/Appeals:**

Any late planning applications received will be discussed but not decided under this section.

- (i) PA25/08765 | Listed Building Consent for the restoration and extension of existing curtilage listed building to form agricultural storage and workshop facility | Woodknowle Farm Sharlands Road Marhamchurch Bude.

Following a review and discussion, Cllr Biddick-Bray proposed No objection to the application. Seconded by Cllr Waterhouse. All voted in favour.

- (ii) PA25/00005 | Rear extension and internal alterations | 23 Pinch Hill Marhamchurch Bude.

Following a review and discussion, Cllr Biddick-Bray proposed No objection to the application. Seconded by Cllr Hunter. All voted in favour.

Signed: _____Chairman. 18/2/2025

- (iii) PA25/00158 | Retrospective application for the provision and widening of the existing access including the laying of hardstanding to provide a temporary access for construction purposes associated with the development of Whalesborough Farm | Land South Of Longdown Marine Drive Widemouth Bay Bude

Following a review and discussion, the Parish Council unanimously agreed to pass No Comment on this retrospective application. Proposed Cllr O’Sullivan. Seconded Cllr Hunter.

**To receive oral or written reports and authorise any action
25/09**

a) Chairman.

Chairman sent an email through to Clerk, which was read out:

Sorry I cannot be there tonight but I am still feeling pretty unwell so please accept my apologies.

Just a few things I was going to mention... Firstly the footpath signs have all been delivered so will be put in place as soon as I can.

I sent pictures of the trees in the churchyard to Nicky so will wait to hear from her regarding trimming the lower branches.

George and I looked at the fence in the playpark and found that the posts weren't broken off at all but loose in the ground and we did think that some extra support would be a good idea. In other words, we didn't think that it would all need replacing.

Some of the lower branches in the playpark also need cutting off too. We are going to do a bit of trimming on the old railway line at some point as I have had a few people mention that recently too.

We should send a card to Mary Jones. – Clerk to action.

b) Cornwall Councillor.

- Cllr Chopak advised she had been at Council meeting in Truro all day. Discussion around whether Cornwall should join at combined authority with Devon. The vote was in favour of remaining Cornish and not joining a combined authority.
- Discussions also around changing the legislation to permit online voting. This was temporarily permitted during Covid but legislation now stipulates that online voting is not permitted. Legislation to remain as it is.
- Housing issues – Cornwall Housing put a stop on repairs over Christmas which has had a big impact on tenants. If anyone is struggling with repairs / maintenance please let Cllr Chopak know, so she can follow up.
- A39 overnight closure: A39 Between Treskinnick Cross And Wainhouse Corner, Poundstock, Bude, Timing: 3rd March 2025 to 22nd March 2025 (19:00 to 06:00 hours)
- Recent protests at County Hall re SEND budget being cut, and outreach services having to close due to lack of funding. £5.2 million deficit in the budget.

c) Playpark.

(i) Update from Police

Clerk has circulated correspondence from Police re fire at Playpark which gave updates about progress of investigation.

Contact has also been received from a parent of a child responsible for the incident. She has advised that they wish to make a £100 donation towards the replacement of the bench, and asked how her son can make an apology. Clerk, in consultation with Chair and Vice Chair, invited the parent and son to attend the Parish

Signed: _____Chairman. 18/2/2025

Council meeting, to read out an apology.

Clerk advised that she had received response from parent stating that she wished her child to apologise on a 1-1 basis. She acknowledged the seriousness of the matter, but also flagged that he is still a child and she didn't want him to apologise publicly as it would be terrifying for him and may risk derailing all the progress he has made so far. She advised he will apologise in person but she is not happy for him to speak publicly.

The Councillors suggested replying to parent, stating that they would very much appreciate it if they could come to the next meeting to read out the apology. Clerk to action.

An email also received from a concerned resident of Marhamchurch re the damage to the Playpark requesting action. The resident felt it would be good to request the child/ren along with parents/carers involved with the damage to Playpark also apologise to the School, as it is the children who have been most impacted and disadvantaged by this incident. This was noted by the Council but no actions agreed, as it was felt that we should wait to hear back from parent re planned apology first.

- (ii) To discuss 'working party' on all Playpark matters.

To re-establish a working party – Clerk will liaise with parents who use the playpark.

- (iii) Purchase of replacement bench.

£600 offered from Community Chest Grant from Cllr Chopak. Deferred until discussions held around repairs and Hele Valley Trail.

- (iv) Quotes to repair back damaged fence.

****Cllr Grigg left the room****

Quotes received from MJ Grigg Fencing & Bude Property Maintenance and circulated ahead of meeting.

MJ Grigg Fencing provided 2 quotes:

Option 1: To replace the whole back fence, to remove exposed concrete and replace slide and to re-mulch whole area. £6900.00 (inc VAT)

Option 2: To replace part of back fence, to remove exposed concrete and replace slide and to re-mulch whole area. £4020.00 (inc VAT)

Bude Landscaping quote:

Option 1: To replace part of back fence, to remove exposed concrete and replace slide. £2405.00.

Clerk advised she had contact Kilkhampton Fencing before and after Christmas but no quote forthcoming.

It was resolved to go with quote from Bude Landscaping £2405.00 and to use Playpark funds and any outstanding amount to be used from reserves.

- (v) Repairs of the Playpark

Signed: _____Chairman. 18/2/2025

Playpark is looking very tired and unloved. Still burnt out remains of old bench sitting there. Wood chipping desperately need replacing. Hopefully setting up a working party will keep on top of maintenance.

d) The Clerk.

- Letter received from TSB advising that Bude branch will be closing in May 2025. Nothing will change.
- Busy working on HVT attending meetings and preparing submission to Heritage Lottery Fund. Thanks to Cllr O'Sullivan for his help on HVT matters.
- Grateful thanks received from The Bray Committee and Marhamchurch Pre-School for the recent grants.
- Staffing Committee – Terms of Reference – Clerk advised she had made contact with CALC and has circulated the feedback to Cllrs. Terms of Reference need to be drawn up.

Hele Valley Trail.

25/10

Cllr O'Sullivan requested to have it noted that no acknowledgement made from Chairman or County Cllr regarding the successful application to The Community Ownership Fund and subsequent offer in principle from them. Cllr O'Sullivan expressed thanks to the Clerk for all the work done behind the scenes to get the application in by the deadline back in April and Cllr O'Sullivan expressed his thanks to all the people who have volunteered their time to help clear the pathways at The Hele Valley Trail, this really strengthened the application.

(i) To formally accept and sign (retrospectively) the Community Ownership Fund grant offer.

Cllr O'Sullivan highlighted that by accepting this COF grant offer, that Cllrs are confirming they feel everything has been done in an open, honest & transparent matter. Cllr O'Sullivan proposed that the PC accepts the offer. Seconded Cllr Hunter. Cllr O'Sullivan request a recorded vote. Cllr Edwards, Cllr Biddick-Bray, Cllr Grigg, Cllr Hunter, Cllr O'Sullivan, Cllr Waterhouse all voted in favour.

(ii) To formally adopt the COF Code of Conduct.

It was proposed by Cllr O'Sullivan to formally adopt COF The Code of Conduct. Seconded by Cllr Waterhouse. All voted in favour.

(iii) To formally adopt Anti-fraud Policy.

It was proposed by Cllr O'Sullivan to formally adopt COF Anti-fraud Policy. Seconded by Cllr Hunter. All voted in favour.

(iv) Agree 3 local Solicitors to approach for quotes to provide legal assistance.

It was agreed to contact Peter, Peter & Wright, Bude. Parnells, Launceston & Coodes, Holsworthy. Proposed Cllr O'Sullivan. Seconded Cllr Biddick-Bray. Unanimous. Cllr Biddick-Bray & Cllr Hunter to provide contact details to clerk.

(v) Approve brief to circulate to Solicitors.

Signed: _____Chairman. 18/2/2025

Brief was circulated to Cllrs ahead of the meeting. It was unanimously agreed to approve the brief to circulate to Solicitors. Proposed Cllr O'Sullivan. Seconded Cllr Biddick-Bray.

- (vi) To consider possible funding options for the possible purchase of the HVT, including (but not limited to) Heritage Lottery Fund, Crowdfunding, use of Parish funds, PWLB loan, other grants, fund-raising events.

Cllr O'Sullivan expressed concern regarding competing for funding from The Heritage Lottery Fund, alongside The Bray Committee, but it was hoped that now the PC need to secure a smaller figure of £38,000 in match funding it may not impact The Bray Committee plans.

Cornwall Community Foundation were approached by Clerk but advised that funding was not able to be provided to Parish Councils. Cllr Proudfoot also made contact with them, and was advised that if a 'partnership' was established, that there may be fund available. Any 'partnership' formed at this stage, could affect the Community Ownership Fund, as the offer in principle was provided to the Parish Council only. It was not felt that this option was worth pursuing at this time, due to the funds being nominal.

Clerk advised she had made contact with The Blanchminster Trust – pending feedback.

Clerk advised she had also made contact with Wind Turbine Community Fund in Devon, which provided a positive response to a small donation, dependent on funds being secured.

Cllr Chopak wished to have it noted that, while Cllr O'Sullivan implied that she was not supportive or involved in the project, that she did in fact attend the initial meeting last year, wrote a letter of support for the Community Ownership Fund and has actually been working hard behind the scenes to try and secure the £38,000. She has not announced it on social media, nor here because of its confidential nature and she did not appreciate being accused of not supporting the PC in this project.

Cllr. O'Sullivan clarified that he was referring to the fact it was clear from previous minutes that neither the Chair nor Cllr. Chopak had at any stage acknowledged the work put in by him as Lead Councillor for the HVT project over several months. Cllr Edwards moved the meeting along.

Cllr O'Sullivan updated that it is likely the PC will be liable for Stamp Duty of circa. £1300 and that legal fees have been vastly underestimated. Additional costs to be included in expected revenue costs in the Heritage Lottery Fund application.

Support available from Cornwall Council with crowdfunding set up.

There was a discussion regarding Public Works Loan Board Loan – Cllr O'Sullivan updated that by his calculations to have a 30-year loan to borrow £38,000 would mean approx.£7 per year increase in precept for residents of Marhamchurch. Agreement in principle to formally apply to PWLB to borrow £38,000. Proposed Cllr O'Sullivan. Seconded Cllr Waterhouse. Unanimous. Clerk to make contact with CALC to begin process.

Community Infrastructure Levy was discussed. The Parish Council have £2768.02 remaining funds. Proposal to put CIL money towards Hele Valley Trail was made by Cllr Edwards. Seconded Cllr O'Sullivan. All were in favour.

Signed: _____Chairman. 18/2/2025

A query was made re ongoing maintenance costs of HVT – there is a Parish Contingency Fund budget of £1500 for next financial year. This can be used for maintenance. If there are any surplus funds resulting from fundraising, this can also be used for any ongoing maintenance costs.

- (vii) To approve the Heritage Lottery Fund grant application.

This is still a work in progress – deferred.

- (viii) To consider establishing a Parish Council Friends of the Hele Valley Trail group.

It was hoped that members of the public and Cllrs could develop a group to support the HVT project. It is hoped that this would be all inclusive and members of public from Marhamchurch and surrounding areas could join. Terms of Reference would need to be set up. Cllrs to send ideas to Clerk on how this would look and to review at the next meeting. It was agreed in principle to set up this group. Proposed Cllr O’Sullivan. Seconded Cllr Hunter. Unanimous.

Land on Pinch Hill estate (Allotments)

25/11

- (i) Update from Cornwall Legal Team

Cornwall Council Legal Team have proposed that the boundary will be 1 metre from the end of the garage Marked A to B on the plan and as marked out on the ground shown in the pictures.

As the Parish Council are intending to create a new entrance to the site, we have also proposed that the hatched blue area will also be transferred to the XX to formalise the current encroachment and to correlate with what is currently on the ground.

Really positive steps in place. It was suggested that a working group needs to be established to move this project forward. Clerk to add as an agenda item for next meeting.

Public Toilets at Marhamchurch Village Shop.

25/12

- (i) To discuss opening hours.

Cllr Waterhouse updated that she had been informed of some excessive mess / smoking in the public toilets which has resulted in the Committee choosing to ensure the toilets are closed outside of the shop opening hours. This sparked a debate between Cllrs as to who is entitled to make this decision.

A proposal was made to only open the toilet when the shop is open, to review the Contract Agreement between Marhamchurch Parish Council and Marhamchurch Village Shop Ltd and monitor over the next few months. Proposed Cllr Edwards. Seconded Cllr Biddick-Bray. 5 in favour. Cllr O’Sullivan voted against and wished to have a recorded vote.

Neighbourhood Plan.

25/13

Clerk was asked to contact Neighbourhood Planning Team to find out if Marhamchurch NP allows for sufficient housing within its policies, being mindful of the new National Policy Framework. Will the development boundary need to be revised? Waiting for feedback.

Cllr Chopak updated that there is likelihood that Marhamchurch will need to review, and should have confirmation within next few weeks.

Signed: _____Chairman. 18/2/2025

Community Chest Grant.

25/14

Cllr Chopak has offered £600 towards replacement bench. £100 donation due from young person responsible for starting fire. It was agreed to take £300 from Playpark acct and up to £200 from reserves to cover the cost. Proposed Cllr Edwards. Seconded Cllr Biddick-Bray. All voted in favour. Clerk to action once fund received from Community Chest grant and donation received from offender.

Community Infrastructure Levy (CIL) expenditure.

25/15

Already discussed and proposal made to allocate remaining funds (£2768.02) to HVT project.

VE80.

25/16

To discuss plans and approve any associated costs.

Cllr Hunter updated that events will be similar to previous commemorations. Hope to organise a street party too. Proposal made to purchase flag of up to £20. Proposed Cllr Hunter. Seconded Cllr Biddick-Bray. Unanimous. Cllr Hunter to send link through to Clerk to order.

Quarterly Financial Check.

25/17

Documents from 1 Oct 24 – 31 Dec 24 are ready for checking but Clerk did not manage to get to Cllr Edwards ahead of the meeting.

Quarterly Budget Report 1 Oct 24 – 31 Dec 24.

25/18

Circulated to Cllrs for their information.

Finance & Legislation.

25/19

- a) Approval of payments as per schedule (£2173.29) and consider payment of urgent accounts presented by the date of the meeting. Proposed Cllr Hunter. Seconded Cllr O'Sullivan. Unanimous.
- b) To note Income & Bank Balances as per the schedule. Noted.
- c) To note Bank reconciliations. Noted.

Parish Matters – Agree action and authorise associated expenditure.

25/20

None.

Urgent Matters raised with the Chairman since the Agenda was published.

25/21

Confidential matter to added to agenda for next meeting request by Cllr O'Sullivan.

Date of next meeting and note items from Councillors for the Agenda.

25/22

Tues 18th Feb Meeting closed at: 9.20pm

PUBLIC BODIES (ADMISSION TO MEETINGS) Act 1960 S1(2) & S1(6)

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."

Signed: _____ Chairman. 18/2/2025