

Marhamchurch Parish Council

Tuesday 20 February 2024

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

Councillors Present:

Chairman Cllr Perry, Vice-Chair Cllr Edwards, Cllr O'Sullivan, Cllr Proudfoot, Cllr Grigg.

Also in attendance: Clerk E Hawkins.

5 members of the public were present for the meeting.

Cllr Perry opened the meeting and welcomed everyone.

Record and Approve Apologies.

2.24/28

Cllr Waterhouse sent her apologies, as she is overseas. Cllr Kerr sent his apologies, visiting relatives. It was unanimously resolved to approve the apologies. Proposed Cllr O'Sullivan, Seconded Cllr Proudfoot.

Cllr Hunter joined the meeting.

Confirm Minutes from the January 2024 meeting and ratify all decisions taken therein.

2.24/29

It was resolved to approve the minutes and ratify all decisions made at the meeting held on Tuesday 16th January 2024. Proposed Cllr O'Sullivan. Seconded Cllr Edwards. 5 in favour. 1 abstained, due to not being present at the previous meeting. The Chair, Cllr Perry, signed them as a correct record.

Cllr Bray joined the meeting.

Declarations.

2.24/30

- (i) Cllr Perry declared longstanding interests in Agenda items. 9c: Playpark & 16: Cemetery.
- (ii) Cllr Perry declared an interest in Agenda item 11: LMP 24/25.
- (iii) Cllr Proudfoot declared an interest in Agenda item 8c(i) PA23/04788.
- (iv) No other declarations.

Dispensations.

2.24/31

- a) To note approved dispensations relevant to items on the agenda.
 - (i) Dispensations were noted for Cllr Perry re Agenda item 9c: Playpark & 16: Cemetery.
- b) Dispensation request to remain in the room but not participate in discussion from Cllr Proudfoot re Agenda item 8c(i) PA23/04788. Approved unanimously. Proposed Cllr Hunter. Seconded Cllr Edwards.

Matters Arising – for report only.

2.24/32

No updates.

Signed: _____ Chairman. 19/3/2024

Public Open Session. (3 min reminder per item per person)

2.24/33:

No comments.

Correspondence.

2.24/34

- (i) D-Day 80 - 6th June 2024 - Pin Badges now available from Empire Medals
- (ii) Town and Parish Council Newsletter: 12 January 2024
- (iii) Keeping Cornwall Updated – 12 Jan.
- (iv) Keeping Cornwall Updated – 19 Jan
- (v) Bude Canal & Harbour Society Newsletter
- (vi) Electric Vehicle Chargers in the Town/Parish
- (vii) Keeping Cornwall Updated – 26 Jan.
- (viii) Notification of Closure of Layby A39 Helebridge Road, Marhamchurch 18/2-24/2
- (ix) Invitation to promote your parish's activities and events on the Cornwall Link
- (x) Planning News for Local Councils and Agents - Winter 2024
- (xi) Local Council Planning Training: 28 February 2024 - Preparing for a new Local Plan for Cornwall
- (xii) Important Measles information from Cornwall Council Public Health.
- (xiii) Cornwall together: January 2024
- (xiv) Development of Cornwall's first comprehensive Gypsy, Roma & Traveller Strategy – Planning & Housing Cornwall Council
- (xv) Keeping Cornwall Updated
- (xvi) ACTION NOTES: North Cornwall CAP 11 December 2024
- (xvii) Code of Conduct Training CALC - Tuesday 27 February at 6.30pm - 8.30pm
- (xviii) Town and Parish Council Newsletter - 9 February 2024

Planning.

2.24/35

a) **Decision Notices/Updates:**

- (i) PA23/09541 | Submission of details to discharge condition 7 in relation to decision notice PA22/11432 dated 15/06/23 | Land To The East Of Marine Drive (also Known As Sandparks Campsite) Marine Drive Widemouth Bay Bude. DISCHARGED.
- (ii) PA23/03104 | Construction of two storey dwelling to include enclosed private amenity and parking. | Land South West Of The White House Hobbacott Lane Marhamchurch. Planning Committee Outcome.

Cllr O'Sullivan flagged concerns re Condition 5 – Stopping Up Order and suggested the Council could seek independent legal advice, Cllr O'Sullivan to draft a proposal and forward to Clerk. Clerk to make tentative enquiries.

b) **Planning Applications/Appeals:**

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

- (i) PA23/10224 | Application for a Lawful Development Certificate for an Existing use for dwelling with unrestricted occupancy (free from the encumbrance of the planning

Signed: _____Chairman. 19/3/2024

conditions attached to planning permission reference 91/2435). | Rattenbury Farm
Marhamchurch

It was noted that this was already approved, however limited information on planning portal brings certificate of lawfulness into question. Cllr O'Sullivan to draft an email / liaise with Clerk to submit to Cornwall Council Planning flagging concerns. Proposed Cllr O'Sullivan. Seconded Cllr Edwards. 6 in favour. 1 abstained.

(ii) PA24/00153 | Proposed redevelopment of land into 4 dwellings | Court Farm The Village
Marhamchurch

Concerns flagged around overdevelopment of site, therefore PC not happy to support application of 4 properties. Proposed Cllr Edwards. Seconded Cllr Perry. Unanimous.

With agreement of Council, (viii) PA24/00829 | Campsite facilities including ablution blocks and reception | Land East Of Marine Drive (Sandparks Campsite) Marine Drive Widemouth Bay was reviewed next. See below for resolution.

(iii) PA24/00579 | Application for a Lawful Development Certificate for existing use as a self-contained holiday let since 2015 | Waterstone Marhamchurch

MPC felt the applicant has not demonstrated what condition has been breached, therefore due to insufficient evidence, MPC oppose the application. Proposed Cllr O'Sullivan. Seconded Cllr Edwards. Unanimous.

With agreement of the Council, the below 3 applications (PA24/00580, PA24/00582 & PA24/00581) will be reviewed as one.

(iv) PA24/00580 | Application for a Lawful Development Certificate for an Existing use of Construction of a self-contained annexe in conjunction with Waterstone House | Annexe At Waterstone Marhamchurch

(v) PA24/00582 | Application for a Lawful Development Certificate for existing use as a self-contained holiday let | Waterstone Marhamchurch

(vi) PA24/00581 | Certificate of lawfulness for existing use as a single dwelling | Lofty Waterstone Marhamchurch.

On balance of probability, MPC felt insufficient evidence has been put forward to demonstrate 4 years of continuous use, therefore MPC do not support the application. Proposed Cllr Edwards. Seconded Cllr O'Sullivan. This was a unanimous decision.

(vii) PA24/00436 | Proposed 2 storey detached dwelling and new access | Land adj. to Fordonia, Hobbacott Lane, Marhamchurch.

MPC flagged concerns around visibility and flooding risk and therefore MPC not happy to support the application in its current submission. Proposed Cllr O'Sullivan. Seconded Cllr Perry. Unanimous.

(viii) PA24/00829 | Campsite facilities including ablution blocks and reception | Land East Of Marine Drive (Sandparks Campsite) Marine Drive Widemouth Bay.

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Subject to approval from South West Water, MPC has no objections to the application. Proposed Cllr Edwards. Seconded Cllr Grigg. Unanimous.

c) **5 Day Protocol for Local Councils:**

- (i) PA23/04788 | The change of use of land from agriculture to ground mounter gri-voltaic solar array with associated infrastructure and landscaping. Whalesborough Farm Marhamchurch.

Following a discussion, the Councillors agreed that on reflection, they no longer wanted to request that this matter be taken to committee. They wish to have it noted that the Council unanimously agreed to opt for Option 2. Agree to Disagree. Proposed Cllr Perry. Seconded Cllr O'Sullivan. 5 in favour. 1 abstained. 1 did not vote due to declaring an interest.

To receive oral or written reports and authorise any action

2.24/36

a) Chairman.

Pantomime was very successful, well done to all involved.

Football pitch recovering well, new goal nets needs to be purchased.

Clerk submitted Community Chest Grant application for the Planters.

Revel Shed concerns with safety, meeting with trustees to discuss.

Flags have been installed at Whalesborough, is planning permission required?

b) Cornwall Councillor.

Cllr Chopak sends her apologies as she is unwell.

c) Playpark.

Cllr Perry completed a Playpark inspection.

Clerk flagged concerns re exposed concrete between the two slides on the multiplay area. Cllr Perry & Cllr Grigg will investigate.

d) The Clerk.

- (i) Community Chest Grant request submitted for planters.
- (ii) Website update – could Cllr Bray, Cllr Hunter & Cllr Grigg provide a photo and short blurb for the website please.
- (iii) Mobile Phone – quotes circulated. Resolved to approve purchase of a mobile phone up to £229. Proposed Cllr Grigg. Seconded Cllr Edwards. Unanimous.
- (iv) Laptop fixed £30 charge. Flagged that the laptop is very old and unlikely to continue to be able to support the newest packages (ie Windows and Word/Excel). Towards the end of the year encouraged to start looking for replacement, circa £500 for one that will last, and need to factor in cost of Word package (£150)

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To discuss future strategy for dealing with planning applications given the new time constraints.

2.24/37

Update from CALC - There is no update at the moment, with the changes in planning law everything will be truncated into the shorter timetable but have been advised that there are no plans to change the 5 day protocol.

A query was raised as to whether planning applications with short response times (ie 2 weeks) may be able to be discussed via email and ratified at next meeting. Clerk to investigate.

LMP 24/25

2.24/38

Marhamchurch Parish Council have been offered the local path maintenance contract again for the year 2024/2025. It was agreed that we accept this and advertise for tenders on the website and Noticeboard.

Portfolio Holder Review

2.24/39

Cllr Bray put herself forward for Village Benches. Cllr O'Sullivan for Planning Enforcement. Clerk to update website.

D-Day 80th Anniversary Plans.

2.24/40

Cllr Hunter updated that she has thought about a tea in the Bray and has a few other ideas.

Cllr O'Sullivan suggested perhaps an early morning ceremony in the village at 6:30am when the landings commenced. Perhaps continue events throughout the day.

Defibrillator Phone Box.

2.24/41

Clerk has had no quotes back. To readvertise in Noticeboard and on website. Clerks asked Councillors for any contacts she could approach.

Hele Valley Trail.

2.24/42

(i) Update from meeting held 30 Jan 24.

Cllr Proudfoot gave an update following the meeting, and waiting for confirmation as to dates for next bidding window. Survey response has been high. Clerk apologised for not circulating surveys to Cllrs before they were published. Clerk to draft pledge forms specifically for residents of Marhamchurch Parish to demonstrate support for the project. Cllr Edwards offered to collate the data from surveys but flagged he may need to purchase Excel for this.

(ii) No other business.

Cemetery.

2.24/43

(i) Cremation Request

This request was circulated via email and needs to be retrospectively approved. All paperwork is in order. Cremation scheduled for 19 March 2024. Family and friends wished to book accommodation so requested

Signed: _____Chairman. 19/3/2024

a prompt response from PC. It was retrospectively proposed to approve the request. Proposed Cllr Hunter. Seconded Cllr Proudfoot. 6 in favour. 1 abstained.

(ii) Parishioner Request to purchase double burial plot

An application for a double depth burial plot was submitted by a parishioner. It was proposed to approve the request Proposed Cllr Proudfoot. Seconded Cllr Hunter. 6 in favour. 1 abstained.

(iii) Parishioner request to purchase burial plot

An application for a single depth burial plot was received from parishioners to purchase a plot for their daughter. Family live in Marhamchurch. Query re name request on headstone.
CALC feedback: *The cemetery regulations may also be able to cover what style of name goes on the headstone. An individual can go by any name they like but the council should ensure that there is a legitimate reason/justification for using a name other than her legal name with her maiden name noted as well.*

It was proposed to approve the request by Cllr Hunter. Seconded Cllr O’Sullivan. 6 in favour. 1 abstained. The Council were happy for maiden name to be used.

(iv) Amended Plot Reservation Form – draft.

Clerk circulated a draft form for Cllrs review and discussion. Additional section to be added to include Name of Applicant. Clerk to action and bring to next meeting.

It was also suggested that due to the sensitive nature of Cemetery matters, that perhaps the Clerk could enquire as to whether individual matters need to be brought to the Council every month, or whether the Clerk can authorise according to Policy and Procedure. Clerk to investigate and feedback at next meeting.

Alleged overnight parking in Viewing Point North.

2.24/44

Cllr O’Sullivan raised this again, as he has had contact from a resident who is frustrated by ongoing overnight camping. Clerk to follow up with Cllr Chopak.

Phone Box Update.

2.24/45

Additional item added in error. Discussed earlier in meeting.

Funding.

2.24/46

No updates.

Neighbourhood Plan

2.24/47

Cornwall Council have been in touch with Cllr Proudfoot advising that they wish to appoint an examiner. They suggested 3 names. John Slater, Liz Bell & Deborah McCann. Cllr Proudfoot proposed the Council appoint Deborah McCann. Seconded Cllr Edwards. Unanimous. Cllr Proudfoot to action.

Allotments.

2.24/48

Signed: _____Chairman. 19/3/2024

Cllr Perry advised he had been contacted by Cornwall Council Legal Team to arrange a site visit in March and to get an update about the encroachment issue. Clerk asked Cllr Perry to forward info.

Cllr requested that the following issues be considered, before any money is spent on the project.

- 1) get tenders for the work required to bring the area up to being useable
- 2) advertise that there may be '4 plots' available and ascertain interest from parishioners
- 3) the 'fee' that is proposed charging for annual usage

And

- 4) the issue of Insurance. Over Christmas/ New Year Cllr had a conversation with someone who used to have an allotment plot in Surrey and after a few years the local council decided that because they were unable to get proof that individual plot owners had the required insurance (as per your previous email our insurance will not cover the individual plots) they made the plot owners set up an 'allotment association' that had members and the association took out insurance covering all plot holders, with one policy being provided to the council annually to ensure the site was suitably insured. This may have to be the route going forward.

It was agreed to wait until boundary issues had been resolved before putting any time or resources into this.

Code of Conduct Online Training / CALC training.

2.24/49

New Cllrs are required to complete this training within 6 months of joining the Parish Council.

Clerk to recirculate link from Cornwall Council for the online training.

Existing Cllrs are also encouraged to keep their Code of Conduct Training up to date.

Cllr Bray expressed interest in attending CALC online workshop for £20+VAT –Cllrs were happy to support this request. Clerk to action.

Cllr Hunter confirmed she had watched the Cornwall Council online training.

Quarterly Budget Report Oct 2023 – Dec 2024.

2.24/50

Noted.

Quarterly Finance Check.

2.24/51

Completed.

Finance & Legislation.

2.24/52

- a) Approval of payments as per schedules and consider payment of urgent accounts presented by the date of the meeting. Proposed Cllr Hunter. Seconded Cllr Bray. Unanimous.
- b) To note Income & Bank Balances as per the schedule.
- c) To note Bank reconciliations.

Parish Matters.

2.24/53

Clerk updated contact from resident.

The road to Titson between the junction of Hobbacott Lane and Hilton Road has become a hazard to Pedestrians, Cyclists and Cars due the terrible state of the road surface, potholes and flooding.

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30mph sign on the left side of Hobbacott Lane entrance to the village has been missing for a very long time.(9 months or more I think) And the one on the other side has been damaged.
Crissney cross junction the giveaway lines are unreadable and now a tractor has damaged the place name signs at the crossroads.

Hedges in Hilton Road had not been cut back. Cllr Grigg said he would talk to landowner. Clerk to update resident.

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

2.24/54

None.

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

2.24/55

19 March 2024

Whalesborough Planning App

Meeting closed at: 9:45pm

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. 19/3/2024