

## Marhamchurch Parish Council

Tuesday 19<sup>th</sup> May 2015

A meeting of the Parish Council was held in the Methodist Room on the above date at 8.00pm.

**Councillors present:** Chairman Mr R Hockin, Messrs R Blewett, S Colwill, T Edwards, T Perry, M Grills, T O'Sullivan and Mrs F Hunt.

Also in attendance Mr J Petherick and for most of the meeting C Cllr N Chopak

Approximately 12 members of the public were present

**Apologies** Mrs I Waterhouse, Mr D Rouse, Cllr N Chopak.

### **Election of Chairman.**

15/97a Mr T O'Sullivan proposed Mr R Hockin, seconded by Mr M Grills there were no other proposals and Mr Hockin was elected with unanimous approval.

### **Chairman's Declaration.**

15/97b Mr R Hockin signed the Declaration of Office, witnessed and signed by the Clerk.

### **Election of Vice Chairman.**

15/98 Mr T Perry proposed Mr M Grills, seconded by Mr R Blewett there were no other proposals and Mr M Grills was elected with unanimous approval.

### **Declarations of Interest.**

15/99 There were no declarations of interest

### **Dispensations.**

15/100 No requests for dispensation were received.

### **Public Open Session**

15/101 Mrs V Landricombe asked about the new entrance at Pollards Hill near the A39 junction. The site is not in Marhamchurch parish and relates to an amendment to a previously approved application for a gallop – namely to allow more vehicles to enter the site (no more than 60 daily).

### **Minutes**

15/102 The minutes of the meeting of 21<sup>st</sup> April 2015 were unanimously approved and signed by the Chairman.

### **Matters Arising.**

15/103 **Para 15/82b River Strat at Hele.** Mr M Grills confirmed the work is in hand.

### **Councillors' preferences for identified Council business.**

15/104 The following were agreed:

Public Footpaths	I Waterhouse
Tree Warden	I Waterhouse
Public Conveniences	R Hockin
Parish Cemetery	R Blewett
Bude Canal	M Grills
Community Shop	all councillors
Playpark	F Hunt
Planning	all councillors
Finance	R Hockin
Bude Community Network	To be decided when each agenda is published.
Marhamchurch Primary School	F Hunt
Clerk's Contract/Review	T Edwards
BT Kiosk	S Colwill
Parish Council Website	T Perry

It was agreed to remove the following portfolios for the time being:

Public Transport, TRAC/Cyclewise, Bude Partnership, Poundstock Ward.

## Correspondence

15/105a The following was circulated on 09.05.15

1. **The Pensions Regulator.** The staging date for Marhamchurch Parish Council is 01.04.17 and information will be sent to the Clerk.
2. Clerks & Councils Direct.
3. NHS Peninsula News – Spring 2015.
4. Copy of page from Society of Local Council Clerks re the Transparency Code.
5. A guide to Community Network Panels.
6. **CC dates for Code of Conduct Training.** The only venues offered are Liskeard and Truro and the Clerk will request a session for the Bude area.
7. **Invitation to events re The Case for Cornwall.** Council Leader John Pollard will be in Falcon Hotel, Bude - Wednesday 3 June at 6.30pm
8. Local Associations Information Service Up2Date (150428).
9. Victim Care.
10. CC Communities and Devolution April Bulletin.
11. Vital Venues Newsletter – April '15.
12. CRCC Reaching Communities Buildings.
13. Cornwall Sports Bulletin April 2015.
14. Bude Community Network Panel Notes from 13.04.15.

15/105b Letter from Home Kernow advising about their role and asking for financial support. The Clerk will request a poster for the noticeboard and the letter will be placed on file for the November meeting.

## Planning

15/106a Decision Notices:

- i) PA15/03006 - Non material amendment to application no. PA11/10418 dated 12/12/11 to omit the splayed east elevation wall to form a regular floor area. Public Conveniences Marhamchurch. Dr Peter Hillenbrand. APPROVED

15/106b Applications:

- i) PA15/02982- Construction of a dwelling Village Farm Marhamchurch Mr S Rudman. The Planning officer has advised that the proposal incorporates demolition of part of the main Village Farm building and an access off Hobbacott Lane. Following a short discussion about whether a pre-application for the proposed changes to the east of the building included the demolition and provision of a new access it was agreed that the Clerk will write asking for clarification if planning permission is required to form an access and if so has permission been granted.

## Cllr N Chopak.

15/107 Cllr Chopak is following up previous highway issues with CC.

## Bullers Arms Car Park.

15/108 The Decision on the Appeal following the Informal Hearing remains pending.

## Good Energy Community Benefit re Creathorne Solar Farm.

15/109 At the end of April, Mr B Darnell has suggested that Good Energy believes that as there is to be a one-off payment, this can be dealt with using a letter sent from Good Energy to the parish, rather than both parties entering into a funding agreement. The Clerk had queried if Good Energy would cover the parish council's legal expenses and there has been no response to the Clerk, Cllr Chopak or Mr M Miller, Peter, Peter & Wright solicitor.

Mr P Hillenbrand confirmed that the solar panels have been fitted at Marhamchurch Primary School.

**Parish Council Website.**

15/110 Following a discussion, it was agreed that it is probably best if after the website is formulated, that a councillor or clerk is responsible for its administration. The Clerk had received costings from Mr A Curtis for various options in addition to the one from Mr A Morgan and Mr D Martin. Mr A Morgan is an employee of Bude Stratton Town Council and has compiled their website. The Clerk has had a discussion with Mr Morgan, who has made some good suggestions and confirmed that the software he uses, WordPress uses the same symbols as ‘Word’ and has a very good track record regarding security and upgrades. Mr Morgan advised that following the discussion he estimates the setting up costs to be £250 +VAT for up to 6 pages and will adjust to whatever the viewer is using –ie mobile tablet, desktop, laptop or TV. It will also enable others – ie the village organisations to add details but the administrator will have overall control. The price includes training and they do not charge for ongoing support via email or ‘phone. Once set up the website will belong entirely to the parish council. Mr R Hockin proposes going ahead with Mr Morgan with unanimous approval.

**Electronic Summons.**

15/111 Messrs Mr T O’Sullivan and M Grills agreed to receive agendas and minutes by email.

**Annual Insurance Premium Renewal.**

15/112 The 3 year long term agreement is active until 31.05.17. Property has been uplifted by the appropriate index linking percentages. All parish council property including the play equipment is covered for public liability. To add the new benches would not cost anything extra this year but the premium would increase next year by approx. £3. The premium this year is £546.97. Items covered for material risk are public toilets, (excess between £100 - £250). Bus shelter, 5 Millennium benches, 2 seats, 3 noticeboards, rubbish bins, grave markers, football goalposts, lawnmower, war memorial, IT equipment (all excess £100)

**Finance**

15/113a Payments totalling £244.15 as per schedule plus £2,270.17 (3 cheques: JAG Signs, Zurich Municiple and R Blewett) were unanimously approved.

15/113b Income.	Cremation Plot	D Willett Deceased	£40
	Cremation Plot reservation	S Willett	£40
	Memorial	D Willett	£30
	Memorial	P Williams	£80
	Burial Plot	J Faber Deceased	£140

15/113c Bank Bal as at 18.05.15		Int Acc £13,415.65	Current Acc £2,905.87
	Playpark	Int Acc £1,201.65	Current Acc £1,572.48

15/113d Receipts and Payments Balance Sheets for year ending 31.03.15 had been circulated showing a carry forward of £10,162.30 and £2,458.43 for the Playpark

15/113e Annual Audit – The Internal Auditor has undertaken her checks and signed and approved Section 4. Copies of Section 1, Section 2 of the Audit Return, the bank reconciliation, supporting notes, receipts & payments, income & expenditure and the variance details from section 1 had been circulated. All the relevant details were unanimously approved and signed by the Chair and Clerk.

**Public Conveniences**

15/114 Part of the disabled fitting behind the toilets have become rusted. The one in the Gents is in a far worse state and has fallen apart so the Chairman has removed the cushion and will tape over the metal fixing base. The Clerk will contact Mr T Cottle and Mr T Perry will speak to his stepson who is a plumber.

Mr Amos-Yeo was on holiday for 3 days in May and will be away again from 1<sup>st</sup> – 5<sup>th</sup> June inc.

### **Parish Matters**

- 15/115a Highways – Mr M Grills advised that there has been more fly-tipping on his land by the sewage works. The kerbstones on the corner of Hobbacott Lane are still loose.
- 15/115b Playpark – The ramp on the multiplay equipment has been repaired.
- 15/115c Community Shop – Messrs P Hillenbrand and W Walker had attended a Big Lottery meeting in Wadebridge where they were able to attend a surgery with representatives from the Big Lottery fund who are impressed with progress of the shop and were encouraging about getting a grant from the Big Lottery or another branch of the fund called Power for Change. The amended plans which will reduce the cost of the build have been approved by CC.
- 15/115d Footpaths – CC have advised that the payment (agreed in Feb) for 204/15 LMP reimbursement will be paid by BACS. There is no longer an administrator for the scheme.
- 15/115e War Memorial – Messrs Short have not been back yet to do the lettering.
- 15/115f Parish Cemetery – Mr Blewett has collected the new grave markers. Neither Messrs A W Bryant nor H Stacey have been in contact about the oversized cremation memorials. Mr R Blewett commented that there are some loose stones on the wall dividing the Churchyard from the Cemetery which is leaning badly and the councillors agreed to have a look. Mr R Blewett will arrange to empty the grass box in due course. Mr P Jones advised that a price for a general waste wheelie bin is £60 - £80 and it was agreed to approve the larger one.
- 15/115g Telephone Kiosk - BT signed their part of the contract on 14.05.15 and will make arrangements to remove the telephony and once this has been confirmed a completion notice will be emailed.

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

15/116 No urgent matters

### **Councillor Co-option for 1 Vacancy**

15/117 Two applicants: Mr D Rouse and Mr J Petherick. The Chairman read Mr Rouse's letter of application. The Chairman invited Commander J S Petherick RN (retired) to introduce himself and say why he would like to be a parish councillor and confirmed that a secret ballot would follow. Mr J Petherick received a majority vote; he was given an Induction Pack and forms for completion. .

### **Items for the next Agenda**

15/118 Transparency Code, Annual checks ie: Risk Assessment, Governance & Finance, Financial Regulations, Internal Audit and Councillors' Register of Interest. Stationery requirements, Parish Policies.