

Marhamchurch Parish Council

Tuesday 22nd March 2016

A meeting of the Parish Council was held in the Methodist Sunday School on the above date at 7.30pm.

Councillors present: Chairman Mr R Hockin, Messrs M Grills, R Blewett, S Colwill, T Perry, J Petherick T Edwards and Mrs F Hunt. Mrs I Waterhouse arrived at 7.50pm

Also in attendance the Clerk, Mrs B Heathcote

Approximately 14 members of the public were present for part of the meeting

Apologies – Cllr N Chopak

Declarations of Interest

16.29 No Declarations of interest

Dispensations

16/30 No Dispensation requests received.

Public Open Session - To receive questions and answers from the public on an agenda item.

16/31 A member of the public enquired how much the parish council election is likely to cost. The Chairman advised that the estimate from CC is between £1,656.59 and £2,051.59. In order to reduce costs, CC has not arranged for a polling station in Widemouth Bay but has sent all electors in the Widemouth Bay area postal voting information.

Confirmation of the Minutes of the Meetings of the Parish Council held January 19th and March 1st 2016

16/32 Following approval of a typing and layout error, both sets of minutes were approved and signed by the Chairman.

Matters Arising.

16/33a **Paras 16/05c Annual Grants** –Marhamchurch Community Shop have had their AGM and will forward the accounts in due course.

16/33b **Para 16/09a Paperless Planning Clerks' Workshop.** The Clerk had attended a workshop in Launceston on 17th March. The topics listed in the workshop were covered but most of the laptops available for clerks to individually to have practical training were faulty so there was a lot of time wasted and much of the course was theory and not practical.

16/33c **Para 16/18c Kiosk** – The work to cut the trees is in hand.

16/33d **Para 16/19 Provision during Clerk's absence.** The Chairman thanked the councillors who assisted with minutes and checking emails during the Clerk's absence and the Clerk thanked all the councillors for their assistance and allowing her to have an extended period of leave.

Correspondence.

16/34 The following items were placed for circulation on 19th March 2016:

- a) Glasdon leaflet – bins and seats etc.
- b) Glasdon Gateway – signage
- c) Good Energy – Big Wind Farm supplementary Environment Information + CD
- d) Clerks & Councils Direct March Issue 104
- e) GViews Planter & Street furniture.
- f) Plantscape CD.
- g) Marhamchurch Christmas Tree C'tt letter of thanks for the grant.
- h) CC Communities & Devolution Bulletin 29.01.16.
- i) CC Communities & Devolution Bulletin 16.02.16.
- j) CC Communities & Devolution Bulletin 08.03.16.
- k) CC Communities & Devolution Bulletin 11.03.16.
- l) External Audit for smaller authorities' 2nd & 3rd communication (via CALC)
- m) Clerks & Councils Direct 2016 Yearbook.
- n) Cornwall AONB Project Development Officer Information.

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- o) CC Press release re Cornwall Leisure Services Tender
- p) Healthwatch February newsletter
- q) Cornwall AONB Annual Conference – 07.05.16 Bedruthan Steps.
- r) Vital Venues – Feb Newsletter.
- s) For Cornwall February newsletter.
- t) CCPFA Spring Newsletter.
- u) Clerks & Councils Direct special offer.

The following items were placed before the meeting:

- v) Police & Crime Commissioner Election for the Devon & Cornwall Police Area – notices for display that nominations are to be delivered by 07.04.16 and that if there is a contested election it will take place on 5th May 2016.
- w) Grant Thornton Annual External Audit Notice for completion and return by 03.06.16. The Clerk will arrange to meet with the Internal Auditor as soon as possible after 31st March 2016.
- x) External Audit for smaller authorities’ 2nd & 3rd communication (via CALC). The future of External Audit for Smaller Authorities, as notified at a previous meeting, is changing. It was reaffirmed that the parish council do not wish to opt-out and no action is required. The cost of the audit may be increased as the Community Benefit Grant has impacted on the fee charging band.
- y) Email from Lucy Wilson who is investigating the history of old paths to find suitable paths for use by horses, cyclists and carriage.

Parish Council Election 07.04.16

16/35 Following a petition by 10 people for a by-election, CC prepared the appropriate notices which were displayed. There have been 2 nominations – Mr T O’Sullivan and Mrs J Walters. Polling Day is 07.04.16.

Planning

16/36a Decision Notices/Updates:

- i) PA16/00249 New extension and rebuild of existing rear extension. Longdown Marine Drive Widemouth Bay. Ms J Aldridge. Approved.
- ii) PA15/10671 - Conversion of garage and first floor extension over. Chestnut Court Farm Holidays Marhamchurch. Mr K Trewin. Approved.
- iii) PA16/00002 & PA16/00003 - Listed Building Consent. Repair/refurbishment of existing domestic outbuilding to use as a garage, workshop and games room. Woodknowle Farm Sharlands Road. Mr & Mrs K L’Enfant. Withdrawn pending more bat surveys.
- iv) PA15/11883 Works to trees covered in a Conservation Area, namely - remove a limb from a conifer tree touching school roof. The Revel Field Pinch Hill Marhamchurch. Mr R Corney Decided not to make a TPO (TCA apps).
- v) PA16/00051 Works to a tree in a Conservation Area - removal of Fir tree. Goffies Park Marhamchurch. Mr R Waterhouse. Decided not to make a TPO (TCA apps).
- vi) PA16/00172/PREAPP Advice for building plot for one dwelling to be accessed from Helebridge Road. 24 St Marwenne Close Marhamchurch. Mr G & Y Perry. Closed - advice given/app submitted.
- vii) PA15/03716/PREAPP. Pre-application advice for proposed extension of holiday development and erection of eco cottage. Whalesborough Farm Marhamchurch. Mr J Proudfoot. Closed - advice given/app submitted.
- viii) PA15/09444 - Proposed Residential Development (Cross Subsidy Scheme) for 20 New Dwellings (10 affordable and 10 open market) associated landscaping, access road and services. Land South of Little Elm Hobbacott Lane Marhamchurch. Mr Justin Dodge, Westcountry Land. In February the planning officer advised that he had no reasons to refuse the proposal and was mindful to recommend approval without it going to a Planning Committee. Cllr N Chopak concurred that there were no grounds for calling it into committee. The Planning Officer requested that the parish council respond before the end of

February to the following 3 options: Option 1. To agree with his recommendation; Option 2 To agree to disagree with it; or Option 3 To maintain the request for the proposal to be considered by the planning committee. Following responses from the councillors – the vote was 4 for Option 1, 1 for Option 2 and 2 for Option 3. Mr R Blewett did not vote on account of his having an interest. The Chairman responded accordingly stating that this resolution was on the proviso that their raised concerns relating to draining and highways will be addressed, the Affordable Housing Team is happy with the final mix of houses and the concerns raised by Cllr N Chopak have been met.

16/36b Applications:

- i) PA16/01419 - Variation of condition 2 (plans condition) of PA15/08503 to revise the design of approved dwelling. Middle Longbeak Marine Drive Widemouth Bay. Mr Anders Baker. Following examination of the plans alongside the plans from the original application there was still concern that there was not sufficient information relating to materials and it was noted that the variations are quite substantial. It was resolved (with one objection) to support the proposal in principal but that there are concerns about the design and materials.

16/36c Deal with any Planning matters received by the date of the meeting.

- i) APP/00840/W/15/3014917 Good Energy Supplementary Evidence. Good Energy have changed the type of wind turbine – the overall height will be the same to tip height but the hub height will be shorter resulting in longer blades with larger sweep. It is considered that this will increase the movement impact of the turbines. Following the short discussion it was resolved that the Clerk will write to the Planning Inspectorate reaffirming their original objections and stating that they have further concerns about the change in wind turbines' specifications and the effect on the landscape and heritage in the area. They also query why such changes do not constitute a new application.

IT and other requirements for Paperless Planning starting 01.04.16

16/37 The Chairman and Clerk have been making enquires and following the long discussion about the various options it was resolved to purchase a laptop with Microsoft office, a projector and a screen. The Chairman has been offered a high quality 84" screen that can be permanently attached to the wall and rolled down when required. The person offering the screen requested a donation for his Charity. The screen retails in excess of £200 and it was unanimously resolved to offer £100 for the screen. The Clerk has received quotes from 2 local suppliers for a laptop and projector. A suggestion was made to compare prices with national suppliers. Mr T Edwards offered to assist the Clerk with the quotes and comparisons and it was resolved to go ahead with the best value equipment as paperless planning commences 01.04.16.

Neighbourhood Plans.

16/38 Mr J Petherick has been investigating the processes for a Neighbourhood Plan which is less social than the Parish Plan and more practical covering how and where development can be considered. Some councillors agreed that having a Neighbourhood Plan would be positive and be implemental in governing how the village/parish grows and is developed. Mr Petherick stressed that it is imperative to know if there is community support for a Neighbourhood Plan. It was agreed that Mr Petherick will prepare something for the parish newsletter and speak at the Annual Parish meeting.

Community Benefit Fund – Update re Village Hall, Playpark and Revel Field.

16/39 Funds of £9,100 have been transferred from the Monmouthshire Building Society.

- a) Village Hall – £2,100 requested. It was resolved to send a cheque for £2,100 to Marhamchurch Village Hall committee.
- b) Marhamchurch Playpark – £ 5,000 requested. A total quote for all the equipment has been circulated: Joey the Jeep, Double Swing frame including stainless steel swing chains and flat rubber seats, repairs to the toddler swings, repairs to the Twin Hanging Bars. When the items are broken

down each one is less than £3K. The most expensive is a special offer ex demonstration piece. Others are to fit existing and so it is hard to get like for like quotes. The parish council resolved (Mrs F Hunt abstained) to accept the quote from Outdoor Play People and for £5,000 to be transferred to the Playpark account.

- c) Revel Field – £8,100 requested. Project 1 a second quote for the wooden fence has been received. On condition that the proposed fence stretches the whole width, it was resolved to send a cheque for £2,100. Project 2 The Clerk read the letter from the Trustees and they are making further investigations. It was agreed to await more information.

Discuss On-line Petition Council the Right to Appeal Planning Decisions.

16/40 The details had been circulated. The Clerk was directed to sign the petition on behalf of the parish council.

Policies and Protocols – a) Equal Opportunities. b) Email and on-line publications.

16/41 Deferred

Parish Cemetery

- 16/42 a) Update re water provision. Pending
- b) Review fees – waiting for a few more pricing examples from more Burial Authorities.
- c) Update re access – the owner of the field has advised he has no objections to a 12’ gate being installed beside the grass cuttings/spoil box. The Clerk will write and make a formal request.

CORMAC Local Maintenance Partnership 2016.

16/43 It was resolved to ask Mr S Jose to continue to maintain the footpaths for 2016/17.

Defibrillator.

16/44 The equipment was installed at the end of January. The invoice for the first year’s annual maintenance and monitoring has been received. The payment will be paid from the Section 137 provision. Some training sessions have taken place. Mrs F Hunt agreed to write a note about the defibrillator for the parish newsletter. There was a suggestion that the Parish Council organise a plaque to be put in the kiosk acknowledging that that the equipment was funded by Stratton YFC but the Chairman advised that the YFC already have this in hand.

Weed Treatment

16/45 CORMAC have sent a quote for the work to treat the weeds on the pavement in the village. The Clerk will get a quote from Bude Stratton TC.

Finance

16/46 a) It was resolved to authorise payments totalling £2,713.36 as per schedule (minus the direct debit to SWW which is due in April). It was resolved to authorise additional payments of £9,354.28 (Marhamchurch Village Hall, Marhamchurch Playpark, Marhamchurch Revel Field T’ees, BT Line rental and R Blewett (Cemetery Grass cutting). Retrospective approval was given for £1,127.11 payment for the 4way rocker from Marhamchurch Playpark.

b) Income.	Interment late AA Jasper		£200.00
	Week St Mary re Admin /IT costs		£ 52.20
	Grant re Transparency Code (Website etc)		£907.00
c) Bank Balances.as at 22.03.16	TSB	Int Acc	£ 6,942.35
	TSB	Current Acc	£11,091.77
		Monmouthshire B/Soc	£20,900.00
	Playpark	TSB	Int Acc
		TSB	Current Acc
			£ 1,000.21
			£ 1,494.22.

- d) Employee Pension Scheme. –The Clerk has written confirming that she does not wish to be included in a parish council pension scheme. Regardless if no employees are currently included, the parish council must register and the situation reviewed.

Other Parish Matters

- 16/47a Highways – Mr M Grills mentioned that there is water coming through the tarmac in Hobbacott Lane but it was confirmed that SWW have already been to check and it is not a burst pipe. Mrs F Hunt advised that there is a rut in the grass outside Elm Cottage which has been caused by parked cars. The Clerk will ask CC to make an inspection.
- 16/47b Community Shop – Mr P Hillenbrand advised that the Grant Fund Sub-committee group have been receiving useful assistance from a group funded by the Big Lottery Scheme.
- 16/47c Public Toilets – Mr T Perry did not have a cowl the right size so the pipe is still exposed.
- 16/47d Playpark – The Clerk has made enquires with the insurers about public liability insurance and it has been agreed that the Playpark does not need to be a sub-committee of the Parish Council but can be classed as a working party provided certain criteria is met. The Clerk will prepare the protocol/policy to update the previous agreement made in 2009.

Queen’s 90th Birthday.

- 16/48 Following a short discussion it was agreed to defer to the next meeting pending getting more information about when and what is already planned in Marhamchurch and Bude.

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

- 16/49a It was agreed to hold the Annual Parish meeting on the same date at the Annual Parish Council meeting 17th May. Suggested speakers were Cllr N Chopak, Mr J Petherick (Neighbourhood Plan) and a representative from the Police.
- 16/49b The Clerk was directed to write to CC expressing concern about Titson Farmhouse and outbuildings which are being allowed to fall into ruins.

Items for next Agenda.

- 16/50 Deferred items, Playpark, Annual Audit, Annual Parish meeting

Date for next meeting

- 16/51 19th April 2016.