

Marhamchurch Parish Council

Tuesday 21 January 2020

A meeting of the Parish Council was held in the Methodist Sunday School on the above date at 7:30pm.

Councillors Present:

20/01: Chair Cllr J Walter, Vice Chair Cllr T Perry, Cllr F Hunt, Cllr T O'Sullivan, Cllr R Bray, Cllr S Butler, Cllr T Edwards, Cllr I Waterhouse.

Also in attendance: Cornwall County Cllr N Chopak & Clerk Mrs E Hawkins.

3 members of the public were present for the meeting.

Record and Approve Apologies.

20/02: Cllr L Kerr sent his apologies due to a bereavement. Cllr Crum sent his apologies as he was invited to attend the Royal British Legion AGM. It was resolved to approve the apologies. Proposed Cllr Edwards. Seconded Cllr Butler. Unanimous.

Declarations.

20/03: None received.

Dispensations.

20/04: None received.

Public Open Session.

20/05:

Joy Haliwell from Stratton Beavers came to the meeting to show Cllrs a dog waste bag holder that had been developed by the Beavers. It is hoped that these will be introduced around the Village to see if the dog fouling left behind is improved. The holder will be attached to sites near dog waste bins, so dog walkers have easy access to more bags should they be required. Bags will be restocked by Haliwell family. Cllr Chopak to confirm whether permission to install these is required. Cllr Walter expressed thanks to Joy for attending the meeting and informing Cllrs of the initiative. Clerk took details from Joy to liaise further.

Query was raised regarding the amount of mud on the road Pinch Hill / Pollards Hill. Cllr Chopak to feedback.

Confirm the Minutes of the previous Meeting.

20/06: It was resolved to approve the minutes and ratify all decisions made at the meeting held on 15 October 2019. Proposed Cllr Bray. Seconded Cllr Butler. 7 voted in favour. 1 abstained. The Chair, Cllr Walter signed them as a correct record.

It was resolved to approve the minutes and ratify all decisions made at the meeting held on 19th November 2019. Proposed Cllr Hunt. Seconded Cllr Perry. 7 voted in favour. 1 abstained. The Chair, Cllr Walter signed them as a correct record.

It was not resolved to approve the minutes of the Extraordinary Meeting on 18th December 2019 as a debate regarding wording arose. Following a lengthy discussion, a resolution was made to defer approval, and the

Clerk was directed to make contact with CALC to seek clarification on process. Proposed Cllr Edwards. Seconded Cllr Walter. 5 voted in favour. 1 against. 1 abstained.

Cllr Butler excused herself from the meeting as she was not feeling well.

Matters Arising

20/07: Feedback following survey request at Rodd's Bridge - there has been some confusion as to whether the possible collapse of the banks is on the canal or the river, recent information implies it is on the river and possibly beyond the parish boundary, hopefully an update from the waterways agency will be forthcoming. Cllr Chopak updated that Countryside Access Footpaths are behind schedule but they will monitor this. Cllr Chopak to send through email update to Clerk.

Clerk updated that she had lodged a repair request to Cornwall Council re the faded speed sign at bottom of Pinch Hill. Cornwall Council report reference: W2036320. Clerk had received reply to say that it is not considered an immediate safety hazard. It has been placed on a list for review at a later date subject to available funding.

Re Breach of planning conditions at Courtlands (PA14/11524). Clerk updated that she had contacted enforcement who had replied advising that an online enforcement complaint form must be submitted. Clerk was directed to submit the form. Proposed Cllr Edwards. Seconded Cllr O'Sullivan. Unanimous. Clerk to action. Cllr O'Sullivan offered to be a contact person should Cornwall Council Officers wish to discuss further.

Correspondence

20/08

List circulated to Cllrs for information only – no action required.

Planning.

20/09

a) Decision Notices/Updates:

- (i) **PA19/09619** | Replacement dwelling. | East Titson Tackbear Road Titson Bude - withdrawn.
- (ii) **PA19/07244** | Conservatory single storey fully glazed 3m x 3m lean to, wooden frame matching existing timber windows. Ceiling to floor glazing on a concrete base. | Gwyn Hendra Village Farm Marhamchurch Bude – approved.
- (iii) **PA19/08622** | Outline with some matters (appearance, landscaping, layout and scale) reserved for the erection of up to three dwellings and formation of vehicular and pedestrian access to serve the development | Land East Of Park Farm Hobbacott Lane Marhamchurch Bude. – withdrawn.
- (iv) **PA19/08974** | Proposed conversion of barn to form dwelling | Land East of Langford Barton, Marhamchurch – approved.

b) Planning Applications/Appeals:

- (i) **PA19/10066** | Proposed construction of dwelling to replace proposed dwelling permitted under Class Q (application PA18/07904) | Langford Orchard Marhamchurch Bude.

Cllr Walter advised that she had received an email over the Christmas break (while Clerk was on leave) from Planning Officer re organising a site meeting, as per Councils request. Cllr Walter attended site meeting with Cllr Perry and Cllr Bray along with applicant and neighbours. Apologies were extended to those who didn't have the opportunity to attend due to the very late confirmation of the site meeting. Further to the site meeting, Cllrs are awaiting updates and potentially amended plans. Clerk was directed to contact Planning Officer to find out more information.

- (ii) **PA20/00038** | Proposed ground and first floor extensions | Bay View Inn Marine Drive Widemouth Bay Bude EX23 0AW.

Following a review of the documents it was unanimously agreed that Marhamchurch Parish Council had no objections to the proposed application. Proposed Cllr Perry, Seconded Cllr Bray. Unanimous.

- (iii) **PA19/03879** | Appeal against Cornwall Council refusal decision for agricultural tied dwelling. Land South of Penleaze.

It was agreed that no further comments were required. Proposed Cllr Walter. Seconded Cllr Bray. Unanimous.

Awaiting Decisions: No update required.

19/00239/REF | PA19/05045 Proposed new dwelling with detached garage | Land North Of Westlands Helebridge Road Marhamchurch Bude EX23 0HZ.

PA19/09412 | Proposal Erection of 20 dwellings (including 30% affordable housing), public open space, access and associated works | Land at Hilton Road, Marhamchurch.

PA19/04184 Additional 24 Holiday Dwellings and Extension to Swimming Pool Building to Provide Woodchip Biomass Boiler Room with variation to conditions 2 of application no. PA17/02783 dated 09/09/18.

To receive oral or written reports and authorise any action.

20/10

- a) Chairman.

Cllr Walter attended the Community Network Panel Meeting in Kilkhampton, which was focused around the overnight closure of the Minor Injuries Unit in Stratton. Apparently due to poor understanding /communication regarding MIU at Stratton the decision was made to relocate Stratton's overnight Drs to Treliske/St Austell to alleviate a critical shortage of staff in West Cornwall over the New Year period. It is hoped that the MIU overnight opening will be reinstated by March 2020. Next meeting of CNP will be in Morwenstow on 4th Feb – with a Health and Wellbeing Update.

- b) Cornwall Councillor N Chopak.

Cllr Chopak confirmed that next CNP Meeting will take place on 4th Feb 2020 but this will be a workshop not a meeting. Scott Mann will be involved. There is concern that Stratton MIU Overnight service could be closed again should surrounding hospitals go into alert again and need assistance. Ongoing review.

The waste contract has been awarded to BIFFA. Everything will be fortnightly, including food waste and wheelie bins will be introduced to all houses. This will be phased in over a period of time. Cornwall Council will be withdrawing big recycling points – as they are usually full of commercial waste, the cost of which shouldn't be carried by Cornwall Council.

Dogs on Beaches consultation received a large number of responses from Cornwall residents. There are only 45 beaches which have been affected by implemented changes. From May to Sept 10am-6pm there are to be no dogs on the affected beaches. More information can be found online.

Highways Scheme – Widemouth Bay parking issues are still ongoing. The temporary speed visors which will be moved around the network area are now in operation and will be in location for 4-6 weeks in order to collect data.

Hobbacott Lane signage – 2 pedestrian signs should be installed in the next few weeks.

Question was raised around holiday lets and waste charges. Cllr Chopak advised that BIFFA are checking all houses over a number of months and those houses which are holiday lets and not yet paying a fee, will be given an opportunity to declare this.

c) Playpark

Cllr Hunt advised that there is a new member of the PlayPark Committee – Steven Paice. Clerk to liaise with Fran re paperwork, and additional members who expressed an interest.

d) The Clerk.

Clerk reminded Cllrs that 1st AGM of CALC Thursday 30th Jan @7:30pm. The Council Chamber, New County Hall Truro.

Email received re Wonderful Villages Competition which has a prize of £1000 towards local village. Clerk passed information on to Peter and Mary who were at the meeting.

Clerk updated that she had given feedback to Community Link Officer re the NHS 12 point action plan.

Cornwall Council Budget Consultation.

20/11

Cornwall Council are currently consulting on their draft budget and spending priorities for 20/21. The consultation will run until 29th January and will inform their final budget which Cornwall Council will consider in Feb 2020. This consultation was circulated via email to all the Cllrs for their review. It was agreed that due to the time constraints and the detailed response required, that it would be best if all Cllrs could reply to this individually before the 29th January deadline. Clerk to recirculate the link for Cllrs ease.

Allotments

20/12

1. CC require confirmation re whether the allotment transfer should be freehold or leasehold. It was proposed that MPC would request a freehold transfer. Proposed Cllr Perry. Seconded Cllr Edwards.

Unanimous. Clerk to advise.

2. Are there any other assets that the parish would be interested in taking over at the same time as the allotment site?
Cllr Perry will have a look at the Cornwall Council mapping online and feedback.
3. With the allotment transfer it would be useful to have a map of the precise plot area that the parish would like transferred (for instance, would the parish also want to take on access land to this, if that is an option). Also, it may be that the parish wants access over adjoining ground, but don't necessarily want to have transfer of this – if so, clarification on these area(s) would also be useful.

A query was made regarding the land/path at the bottom of Helebridge Road which leads nowhere. Clerk to investigate.

Neighbourhood Development Plan.

20/13

Cllr Walter updated that the questionnaires are ready to go to print. 10 questions on each questionnaire to be circulated with the newsletter. Positive feedback from Imogen at the Cornwall Council surgery session. It was agreed to put the newsletter to print. Proposed Cllr Waterhouse. Seconded Cllr Hunt. Unanimous. Cllr Walter to action.

Parish Footpath & Cycle Way Leaflet / Walking Map Working Party.

20/14

Deferred to next meeting.

Community Emergency Plan.

20/15

Of the 400 feedback forms which went out, 40 returns were received. There were many lovely offers of support from residents. Folder is currently kept at Cllr Walters house; however, discussion was had around where would be the best location. The Bray was suggested as an alternative option, as it is accessible to all. For further discussion.

Quarterly Finance Check Feedback.

20/16

Finance portfolio holder conducted the finance check and completed with no queries or concerns.

Precept Submission.

20/17

Final draft version was circulated for Cllrs review. The draft figures showed that the precept is to remain the same as the 19/20 figure of £18,745. This will ensure MPC remain in a secure financial position for the next financial year. It was proposed to accept the precept £18,745, and to include £1000 for election costs in the spreadsheet circulated to Cllrs. Proposed: Cllr Walter. Seconded Cllr Bray. Unanimous. Clerk to complete and submit relevant paperwork to Cornwall Council.

Annual Grants rereview.

20/18

Clerk updated that following November's meeting, whilst reviewing the previous years funding allocation, it was noted that as part of the grant allocation listed on last years Precept of £600, was the cost of defibrillator maintenance (£400 was earmarked towards this last year). In addition to this, the cost of the

Poppy Wreath (£17) needed to be deducted from the S137 grant figure (£600). Furthermore, discussion needs to be had around increasing the donation amount to ABCT, which will also need to come out of the S137 grant. It was deemed necessary to revisit this again to reallocate funds, and decide if any figure needs to be allocated for Defib maintenance (currently £750 unused funds).

Clerk updated that following this, she had looked into who maintains the Defib in Marhamchurch Village. Confirmation was received that the monitoring contract with AED Locator had expired, and to renew this contract will cost £398. The Defib is still being monitored remotely, and has appropriate charge should it be required. Clerk was advised that it may be a good time to switch to Duchy Defibrillators, who provide a better service and are a local company. They can change the cabinet for £125 and the annual fee is £160 plus VAT. Annual fee will then be halved to £192 per year.

Cllrs agreed that it was necessary to review the allocations of funds again.

Section 137(4)(a) of the Local Government Act 1972 states funds should only be granted for any purpose which, in the Council's opinion, is in the interests of, or will directly benefit the area or its inhabitants. It was previously agreed to allocate the funds as follows:

It was resolved to allocate the funds accordingly:

S137 £600 budget:

1. Marhamchurch Christmas Tree Committee	£100
2. Marhamchurch Village Hall	£200
3. Marhamchurch PreSchool	£100
4. Cornwall Air Ambulance	£125
5. Purchase of Wreath	£17
6. ABCT Donation	£58
7. Defibrillator Maintenance	£0 (to access unused reserved funds)
TOTAL:	£600

LGA S164

1. Marhamchurch Playpark	£200
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Proposed Cllr Hunt. Seconded Cllr Edwards. Unanimous. Clerk to action.

Airfields of Britain Conservation Trust (ABCT) – Airfield in Marhamchurch Parish.

20/19

To discuss increase in donation following event. Already discussed under previous agenda item (No. 17). Total figure to donate to ABCT is £94.51.

Cemetery

20/20

- (i) Retrospective review re Taylor parishioner fee.

Clerk requested that a retrospective review for Taylor parishioner request be resolved. It was originally done via email due to time constraints, and Clerk received emails from 7 Cllrs in support of parishioner fees. It was proposed to approve the parishioner fee request for the late Mr Taylor. Proposed Cllr Perry. Seconded Cllr Bray. Unanimous.

(ii) Memorial Bench Installation Request

Clerk checked with retired Clerk re this request, as Clerk could not find any formal policy or guidelines. Retired Clerk confirmed that there had been one request for this in the past and that if someone has a bench installed, they may be responsible for installation & maintenance - ie any ongoing costs should not be borne by MPC.

It was proposed to approve the request for a memorial bench to be installed in memory of Ray Hockin. Proposed Cllr Hunt. Seconded Cllr Perry. Unanimous.

A site meeting to be held to discuss appropriate location. Cllr Perry and Cllr Waterhouse to liaise.

(iv) Cremation Plots

Cllr Perry advised that he would like to install another row for cremation plots. To be discussed at site meeting.

Defibrillator

20/21

Following previous discussions regarding this (ref 20/18) it was agreed that Clerk should begin transfer request process to transfer to Duchy Defibrillator. Proposed Cllr Hunt. Seconded Cllr Walter. Unanimous.

Community Chest Grant

20/22

Clerk listed this as unsure if there are any plans to request this before the end of the financial year.

Each Cornwall Councillor has a small grant allocation to assist projects run by voluntary and community groups in the Cornwall Council area they represent. The grants can be used for a wide range of groups and activities including helping vulnerable children or adults, helping young people, providing facilities for older people, supporting community facilities, local environment projects and helping projects to tackle community safety issues. Full Guidelines for the Scheme are available in the Community Grant Guidance Notes.

Groups and organisations can apply for these small grants, which range between a minimum of £100 and a maximum of £1,000. More details are available from the Localism team. Please see individual community network pages for details. **Deadline for Applications is 14 Feb 2020.**

Discussions were had around potentially requesting a wooden round table to sit out the front of the Village Shop. Clerk to liaise with Cllr Chopak.

Community Infrastructure Levy.

20/23

First payment received of £3,120. We have 5 years to spend this. Clerk wanted this to be on Cllrs minds and to think of ways it can be used within Marhamchurch Parish.

6. What can the Neighbourhood Portion be spent on?

6.1. CIL Regulation 59C sets out that a local council must use CIL receipts passed to it to 'support the development of the local council's area, or any part of that area, by funding:

a) the provision, improvement, replacement, operation or maintenance of infrastructure: or

b) anything else that is concerned with addressing the demands that development places on an area.

6.2. The Town or Parish Council can pass back CIL to the Charging Authority to support the delivery of infrastructure projects and/or maintenance of infrastructure that the local council does not have jurisdiction or responsibility for, e.g., extensions to schools. Local councils may also wish to pool their CIL receipts with other neighbouring local councils to deliver some infrastructure that will be mutually beneficial. and need to demonstrate that the funds have been spent on.

For further discussion.

Finance & Legislation.

20/24

- a) It was resolved to approve payments totalling £918.08, as per the schedule, plus consider payment of urgent accounts presented by the date of the meeting. Proposed Cllr O’Sullivan. Seconded Cllr Hunt. Unanimous.
- b) To note income and bank balances as per the schedule.
- c) To note Bank Reconciliations – circulated and noted by Cllrs.

Parish Matters - Agree action and authorise associated expenditure.

20/25

- a) Highway matters – potholes on Hobbacott Lane & near Trelay Farm. Clerk to lodge.

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

20/26

Clerk updated that she had received a call from The Bazeley Partnership – Architect re PA18/12083 planning application. They would like to attend next meeting to present updated application to Cllrs. Cllrs were happy with this and Clerk to liaise with relevant people.

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

20/27

18 February 2020.

Annual Reviews – Standing Orders.

Climate Emergency Action Group

Bullers Arms – Community Right to Bid.

Correspondence – circulated via email.

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.”