

Marhamchurch Parish Council
Tuesday 19th February 2019

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

Councillors Present:

19/30: Chair Cllr J Walter, Vice Chair Cllr T Perry, Cllr R Bray, Cllr S Butler, Cllr S Colwill, Cllr T Edwards, Cllr F Hunt, Cllr T O'Sullivan, Cllr I Waterhouse.

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

8 members of the public were present for some of the meeting.

Record and Approve Apologies.

19/31: There were no apologies.

Declarations.

19/32: Cllr Butler RFI No 16 (Parish Cemetery) – Reserved Plots.

Cllr Perry RFI No 16a (Parish Cemetery) – Cemetery Tender.

Cllr Colwill RFI No 10b (ii) (PA18/12083) - Planning Application.

Cllr Colwill RFI No 17 – Sheds North of Hobbacott Lane.

Cllr O'Sullivan RFI No 17 – Sheds North of Hobbacott Lane.

Cllr Walter RFI No 11 – Marhamchurch Village Shop Ltd.

Cllr Bray RFI No 9b(i) – QILA

Dispensations.

19/33

- a) It was resolved to approve Cllr Butlers request to use her dispensation. Proposed Cllr Hunt. Seconded Cllr Colwill. Unanimous.
- b) It was resolved to approve Cllr Perry's dispensation request. Proposed Cllr Colwill. Seconded Cllr Bray. Unanimous.
- c) It was resolved to approve Cllr Colwill's dispensation requests. Proposed Cllr Edwards. Seconded Cllr Butler. Unanimous.
- d) It was resolved to approve Cllr Walter's dispensation request. Proposed Cllr Colwill. Seconded Cllr Butler. Unanimous.

Public Open Session.

19/34

- i) Residents from Endsleigh Close wanted to know who the land belonged to which runs along side their house to Hilton Lane. Who maintains it? Cllr Chopak advised that it will be maintained by Cornwall Council and she will check with relevant Planning Officer.
- ii) An enquiry was made as to whether planning permission has been submitted by 'Stevens'. Cllr Chopak advised that a Pre-app was lodged 10 months ago, but that there is no current application.
- iii) Issue was raised regarding ongoing issues regarding to the new development on Hobbacott Lane. Residents at Endsleigh Close advised they have lodged a number of complaints to Cornwall Council,

Marhamchurch Parish Council, Scott Mann's office. A number of vehicles are being parked on the close which makes it very difficult to safely get out when driving. Damage to grass. Safety concerns as children walking to school now have to walk in the roads to pass the parked vehicles. Lorries are also using the close to turn.

Cllr Chopak updated that there is a Construction Maintenance Plan in place to encourage sensible parking, and that a Traffic Management Plan is also in place to reduce large vehicles using the roads during peak school hours (8:30 – 9:30 & 2:30 – 3:30). Cllr Chopak advised she will contact Highways re consistent problems regarding traffic and will request cones to be put in place to reduce number of vehicles parking around dangerous areas.

It was noted that Enforcement Officers from Cornwall Council are aware of these ongoing issues.

Confirm the Minutes of the previous Meeting.

19/35: It was resolved to approve the minutes of the meeting held on 15 Jan 2019. Proposed Cllr Waterhouse. Seconded Cllr O'Sullivan. Unanimous. The Chair Cllr Walter signed them as a correct record.

Matters Arising

19/36

- a) Para 18/218b Bullers Arms – Expiration of the listing as an Asset of Community Value. The application has been assessed and the Bullers Arms has NOT been re-listed as an Asset of Community Value. Cornwall Council emailed advising that the nomination does not demonstrate the necessary community use to warrant listing. The functions that are stated in the application are more of a commercial than a community nature. The evidence put forward is lacking and does not explain how the pub element furthers the social wellbeing of the area. If it is felt that the nomination has not been dealt with appropriately you can refer the matter to the Council's Complaints process.

Cllr Chopak advised that to reapply new evidence would be required. She encouraged Cllrs to liaise with Landlady of The Bullers.

ACTION: Cllrs to review previous application which was submitted in more depth and to review again at next meeting.

- b) Para 18/218a Path between Pinch Hill Estate & Old Canal Close – email received from resident stating the following: it looks like the tree situation has been sorted at last. The trees along the path that were under the power lines were due to be trimmed by Western Power, and I assume that the council asked them to do the ones that were an issue to myself & next door while they were at it. Thanks again for your help & attention in this matter.

Correspondence

19/37

List circulated to Cllrs for information only. No action required.

Councillor Vacancy.

19/38

Clerk has received no applications. Discussion was had regarding next steps. It was agreed to continue to advertise in Marhamchurch Notice Board and to advertise in school newsletter. Clerk to action. Proposed Cllr O'Sullivan. Seconded Cllr Perry. Unanimous.

Planning.

19/39

a) Decision Notices/Updates:

- (i) PA18/11403 - Installation of an agricultural anaerobic digestion facility and associated plant and equipment including underground pipework, digestate lagoon, site access road and landscaping with variation of conditions 2 (approved plans), 5 and 11 of application no. PA17/02339 dated 23/08/17 to update the plans recently altered under a Non-Material Amendment No. PA18/09289; to reflect the amendments to traffic movements in the Transport Statement and alter implementation of planting scheme to once development has commenced. East Helscott Marhamchurch Bude Cornwall EX23 ONE.

Cllr Bray left the room. Clerk read out comment from Poundstock Parish Council:

The original application identified traffic movement as being relatively low and consistent throughout the year but is now being significantly increased which a major concern, particularly during the summer season. This is not a non-material amendment but a significant amendment, far exceeding the grounds on which planning approval was originally granted and therefore unreasonable. It should be noted the proposed landscaping would have a significant impact but mainly on the Marhamchurch side.

Following a review of documents and discussion between Cllrs it was agreed that the significant increase in traffic flow is not considered to be a non-material amendment, but that a new application should be lodged. Clerk was directed to lodge a response stating the above. Proposed Cllr Colwill. Seconded Cllr Walter. Unanimous.

It was agreed to also discuss Agenda Item 9b(i) PA19/00550 while Cllr Bray was not in the meeting room.

PA19/00550 - Modification to the digestate lagoon approved by planning permission PA17/02339 - East Helscott Farm Marhamchurch Bude EX23 ONE.

Following a review of the application documents, concerns were raised regarding the increased size of the lagoon, along with increased traffic movement. Cllrs noted a limited amount of information provided on the application and would like to invite a representative from QILA to attend the next meeting. It was noted that the determination deadline is 19th March which is the date of next meeting. Clerk to contact Dean Mutton, Cornwall Council to request an extension. If this is granted, then Clerk to invite QILA representative to attend next meeting to discuss the changes in more detail. Proposed Cllr Colwill. Seconded Cllr Waterhouse. Unanimous. Cllr Bray returned to the meeting.

- (ii) PA18/08410 – Outline Planning with all matters reserved for the construction of an agricultural Tied Dwelling. Land south of Hobbacott Lane Marhamchurch. Mr Gardener. REFUSED.

- (iii) PA18/09808 – Erection of agricultural building for storage of fertilizer, hay and straw. Hobbacott Lane, Marhamchurch. Mr D Prouse. **Awaiting Decision. MPC lodged a response on 10/12/18**
- (iv) PA18/11076 – Proposed new dwelling – bungalow on land west of Pinch Hill. Marhamchurch Bude Cornwall EX23 0ER. Mr M Ford. **APPROVED.**
- (v) PA18/12083 - Construction of up to 5 new dwellings and associated works and landscaping. Land To The West Of Crest Haven Hobbacott Lane Marhamchurch. **APPROVED.**
- (vi) PA19/00095 – Proposed loft conversion - Sunbeams Marine Drive Widemouth Bay Bude EX23 0AW. **AWAITING DECISION.**

b) Planning Applications/Appeals:

- (i) PA19/00550 - Modification to the digestate lagoon approved by planning permission PA17/02339 - East Helscott Farm Marhamchurch Bude EX23 0NE.

Please refer to agenda item 9a (i) PA18/11403 where this item was discussed.

- (ii) PA19/00793 - Non Material Amendement (No 1) in relation to PA18/00550 (Proposed conversion of barn into dwelling) for the removal of 2 windows on the west elevation and a proposed velux window on the north elevation | Land North Of Beeston Farm Marhamchurch Bude Cornwall EX23 0ET.

Clerk updated that this was approved unconditionally on 15th Feb 2019.

- (iii) PA19/01078 - Reserved matters approval sought for access; appearance; landscaping; layout and scale following Outline application PA17/06786 for construction of agricultural workers dwelling | Land North Of Penleaze Hobbacott Lane Marhamchurch Bude Cornwall. **(Comes under Launcells Parish, was emailed to Clerk in error. Have advised CC Planning & Launcells PC)**

To receive oral or written reports and authorise any action.

19/40

- a) Chairman – No report but thanked Cllr Perry for acting as Chairman in Cllr Walter’s absence, and thanks to all Cllrs & Clerk for their hard work during her absence.
- b) Cornwall Councillor N Chopak.

Stratton M.I.U temporary closure – there was a meeting held on 14th Feb which was very well attended. It will remain closed over night until recruitment of staff is successful. A meeting is being held in Truro for variance of service – Cornwall Council have been asked to attend. Very conscious of timings with Easter and then summer season.

Cornwall Council have approved a 3.9% council tax rise, but this doesn’t include the approved council tax rise for Police. Further cuts are expected.

Bude Area Network Meeting with Lindon Hughes on 7th April in Parkhouse Centre. Encouraged all Cllrs to attend as this will be a thorough overview of crime issues faced in our area.

c) PCSO C Krolick – no report.

d) Neighbourhood Plan.

Clerk circulated an email received from Imogen Day, who is named officer for Neighbourhood Planning support. Opportunity to discuss Plan Progression at surgeries in Bodmin (18th March) & Liskeard (27th March) from 9am – 1pm. No one able to attend.

Cllr Colwill updated that a meeting was held on 22 January. Steering Group to invite parishioners to attend and become involved. Website and Noticeboard to advertise. Cllr Colwill to email Clerk more detailed information.

Agenda Item 20 Steering Group Terms of Reference was brought forward for discussion, Terms of Reference were accepted. Proposed Cllr Edwards. Seconded Cllr Colwill. Unanimous.

e) Playpark – Minutes were not received in time for circulation prior to meeting. Clerk to email post meeting.

f) The Clerk.

(i) GiffGaff monthly line rental is coming out of Clerks personal account as there was no direct debit option and MPC account doesn't have a card. This is set up as £5 pcm. Invoice for reimbursement provided monthly, along with payment statement from GiffGaff. Proposed Cllr Edwards. Seconded Cllr Butler. Unanimous.

(ii) Invoice received from Drew at Bude Computers – who was able to change name on email account from Bobbie to Elly Hawkins. £30 (inc VAT). Proposed Cllr Hunt. Seconded Cllr Waterhouse. Unanimous.

(iii) Laptop is slow. Cllr Edwards was happy to look at it. If nothing obvious it was agreed clerk could take to Bude Computers to see if they can assist. Proposed Cllr Perry. Seconded Cllr Colwill. Unanimous.

(iv) Clerk advised that current reimbursement for travel allowance is NALC guidelines of 52.2p per mile, as per policy. HMRC guidelines are 45p per mile. Clerk requested to reduce allowance to HMRC guidelines as it makes more streamline process for tax purposes. Proposed Cllr Hunt. Seconded Cllr Waterhouse. Unanimous. Clerk to amend policy for review at next meeting.

Marhamchurch Village Shop Ltd. (MVSL)

19/41

Letter was received at the meeting from Chair of MVSL. Clerk read out the letter, which provided an update on the shop build and queries regarding the grant. Question was raised re opening hours of the toilet as well as insurance query.

Clerk has drafted an agreement, and will circulate to Cllrs for their review. Clerk to contact Chair of MVSL to update.

Report on progress relating to using the land on Pinch Hill Estate for allotments.

19/42

Cllr Chopak updated that she had been advised that Cornwall Council lawyers would charge £96 per hour in this financial year, so may be subject to an increase from April. Estimated legal costs would be £800-£1000, dependent on complexity of transfer or any unexpected issues.

Working party to be set up to discuss this in more detail – Cllr Walter, Cllr Perry, Cllr Waterhouse & Cllr Butler. For further discussion.

Hobbacott Lane / Endsleigh Park ongoing issues.

19/43

MPC have received complaints from local resident regarding the continued use of their close for large lorries and other work vehicles to turn. Cornwall Council Enforcement Team are aware of this matter and have been out to discuss issues with the residents.

Clerk spoke with Adrian White regarding the matter. He updated that he has been meeting with residents and talking with contractors. He advised that work has now ceased on a Saturday. There is a Construction Management Plan which has stopped vehicles using the roads near the school between hours of 8-9am and 2:30 – 3:30pm.

Please see further notes ref 19/349(iii) Public Open Session where this issue was discussed.

WW1 Centenary.

19/44

Approve WW1 Centenary Bench siting arrangements.

The Bench has been ordered and delivered to Cllr Waterhouse. Invoice received after the agenda was circulated but payment is required within 30 days. Total invoice £1,019.40 inc delivery.

Proposed Cllr Butler. Seconded Cllr Hunt. Unanimous. Cllr Bray to liaise with Steering Committee re siting arrangements.

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

19/45

Siting of Commemoration Plaque and update from any enquiries.

Email received from Truro requesting further information following letter sent out by Clerk, intended location on The Bray and photograph of plaque to send through to Truro Diocese. Cllr O'Sullivan to email through details.

Marhamchurch Parish Cemetery.

19/46

- a) Maintenance Contractor tender closed 31/12/18. Cllr Perry's tender was approved at previous meeting. Discussion was had for Councillor Portfolio Holders for Cemetery.

Cllr Walter nominated Cllr Perry, who accepted. Cllr Walter nominated Cllr Bray, who accepted. Proposed Cllr Walter. Seconded Cllr Butler. Unanimous.

A brief update from Cllr Perry was given, stating maintenance has been attended and green bin emptied.

Sheds North of Hobbacott Lane.

19/47

Cllr O'Sullivan left the room. Cllr Colwill requested to use his dispensation to discuss matter. Reply from Cornwall Council was read out, advising that Article 4 Direction was not approved by Cornwall Council. Cllr Colwill offered to draft a reply to letter. Cllr Colwill left the room. It was agreed that Cllr Colwill to draft response to letter. Proposed Cllr Edwards. Seconded Cllr Waterhouse. Unanimous. Cllr Colwill and Cllr O'Sullivan returned to the meeting.

Bude Community Network Panel**19/48**

Extraordinary meeting was held on 14th February at Parkhouse Centre regarding overnight closure of Stratton MIU. Update from this meeting provided by Cllr Chopak in her report, see reference 19/40b.

Green Five**19/49**

No updates. It was agreed that this item can be removed from the agenda, as it will be included in Neighbourhood Plan updates.

Steering Group Terms of Reference (Cllr Edwards to update)**19/50**

Terms of Reference were accepted. Proposed Cllr Edwards. Seconded Cllr Colwill. Unanimous.

Local Maintenance Partnership with Cornwall Council**19/51**

Cornwall Council sent through paperwork asking if MPC would like to be part of this scheme again. Response is required by 25th February. Clerk to action.

It was agreed to continue to be involved with the scheme, and Clerk was directed to contact current contractor to confirm he is still happy to be involved. Proposed Cllr Colwill. Seconded Cllr Hunt. Unanimous.

Marhamchurch Food Fair (JW)**19/52**

Cllr Walter updated that Peter Green is happy to organise another Food Fair in Marhamchurch and it is planned for 6th May 2019.

Abusive, Vexatious & Persistent Complaints Policy**19/53**

This is a new policy which was drafted by retired clerk. Amendments have been made and circulated. Questions were raised regarding specific wording of some paragraphs. Clerk was directed to recirculate policy to all Cllrs for further review, and to be discussed at next meeting.

Quarterly Finance Report, Bank Reconciliation & Finance Check**19/54**

Cllr Edwards advised that all was in order following the finance check.

Annual Reviews**19/55**

- a) Risk Assessment – pending.

Parish Footpath and Cycleway Leaflet.

19/56

Further discussion to be had at next meeting, it was suggested that Cllr Chopak may have grant available for this.

Finance & Legislation.

19/57

- a) Update from Internal Auditor – Email received from Lucie Cullen to confirm she will be able to conduct the internal audit.
- b) Approve payments totalling £ **1411.96** plus consider payment of urgent accounts presented by the date of the meeting. Invoice from David Ogilvie Engineering for Commemorative Bench **£1019.40**.
- c) To note Income & Bank Balances as per the schedule.

Parish Matters - Agree action and authorise associated expenditure.

19/58

- a) Highway matters - including safety, potholes, streetlights.

Low flower bed pavement issue was raised outside the small gate entrance to Marhamchurch Primary School, outside Lucky View house. Clerk to action.

- b) Qila Community Benefit Grant - No current updates.

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

19/59

Discussion was had regarding next Annual Parish Council Meeting. Clerk to look into.

Citizen of the Year nominations – Cllr Hunt to put something in newsletter offering residents a chance to vote. Clerk to put something in Notice Board and Village Shop.

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

19/60

Next meeting 19th March 2019 – Zoe Bernard-John Community Link Officer (Bude Community Network Area) will be attending meeting to introduce herself and talk about new role.

Correspondence – circulated in 15 Jan – 11 Feb. Attached.

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.”