

# Marhamchurch Parish Council

Tuesday 19 October 2021

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

## **Councillors Present:**

**21/233:** Chair Cllr J Walter, Vice Chair Cllr T Perry, Cllr R Bray, Cllr S Butler, Cllr L Kerr, Cllr S Proudfoot, Cllr I Waterhouse.

**Also in attendance:** Clerk Elly Hawkins.

3 members of the public were present for the meeting.

*Cllr Walter opened the meeting and welcomed everyone. Due to increased confirmed cases in the village, requested that everyone adhered to social distancing guidelines and keep masks on for the duration of the meeting. In addition to keep the meeting as short as possible, only urgent matters will be discussed tonight, other matters will be deferred to next meeting.*

## **Record and Approve Apologies.**

**21/234:** Cllr T Edwards sent his apologies due to having to isolate. Cllr Chopak sent her apologies due to personal matter. It was resolved to approve the apologies. Proposed Cllr Butler. Seconded Cllr Bray. Unanimous.

## **Declarations.**

**21/235:**

- (i) Cllr Perry & Cllr Butler declared the longstanding interest in Agenda item 13: Cemetery.
- (ii) Cllr Perry declared interest in Agenda item 10c: Playpark.
- (iii) Cllr Bray declared interest in Agenda item 9b (iii): Planning Application.

## **Dispensations.**

**21/236:**

- a) To note approved dispensations relevant to items on the agenda.
  - (i) Dispensation was noted for Cllr Perry re Agenda Item 10c: Playpark.
  - (ii) Dispensations were noted for Cllr Perry & Cllr Butler re Agenda item 13: Cemetery.
- b) New Dispensation Request: None received.

## **Bude Area Community Network Panel Representative Presentation. (15mins)**

**21/237**

This matter was deferred, to expedite the meeting due to concerns about Covid cases in the village.

## **Public Open Session.**

**21/238:**

No comments.

## **Confirm the Minutes of the previous Meeting.**

**21/239:** It was resolved to approve the minutes and ratify all decisions made at the meeting held on Tuesday 14 September 2021. Proposed Cllr Kerr. Seconded Cllr Butler. 6 in favour. 1 abstained. The Chair, Cllr Walter signed them as a correct record.

Signed: \_\_\_\_\_Chairman. 7/12/2021

## Matters Arising

### 21/240:

- (i) Feedback re Cornwall Council request from Cllr Barry Jordan. Clerk advised she had attended a smaller councils meeting where some concerns were flagged re the approach. Some Clerks have advised Cllrs not to respond as thought that there was a better way to manage the request, ie a professional, unbiased survey with more succinct questions. Clerk was advised that there is no deadline to the request, and should Cllrs want to reply at any time with their thoughts, they are welcome to do so.
- (ii) Defibrillator for Titson Area. Clerk advised she had not received any further information via email as discussed at last meeting. Cllr Waterhouse advised that the lady had been unwell, but now home and she will make contact with her.
- (iii) Bude Area Community Network Panel Meeting 6/10/21 7-9pm. Cllr Perry was not able to attend.
- (iv) No other matters.

## Correspondence:

**21/241** – all correspondence circulated via email.

- (i) Let's Talk Homes – feedback
- (ii) ActivePlus: Healthworks for Cornwall
- (iii) Cross Border Health Meeting rescheduled to 2/11@ 10:30-12:30
- (iv) Bude Community Network Highways Schemes Update – Sept 21
- (v) Policy & Intelligence Newsletter Cornwall Council.

## Planning.

### 21/242

#### a) Decision Notices/Updates:

- (i) PA21/06863 | Single storey sun room at rear of bungalow (former car port) | Longdown Marine Drive Widemouth Bay Bude. APPROVED.

#### b) Planning Applications/Appeals:

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

- (i) PA21/08355 | Erection of extension, together with associated works. | Meadow Bank Pinch Hill Marhamchurch.

It was noted that there was 1 objection listed on the planning portal.

Cllrs raised concerns regarding the height of the proposal and that the private family space would be overlooked. Concerns were also raised regarding the proximity of the extension to the border of the property, and whether the proposal was in keeping with the rest of the bungalow. Clerk was directed to make above comments on the planning portal. Proposed Cllr Butler. Seconded Cllr Waterhouse. 6 in favour. 1 abstained.

- (ii) PA21/08778 | Retrospective permission for Change of Use from Social Care Home to Single Domestic Dwelling House | Helebridge House Road From Hele Road To Barn Orchard Marhamchurch.

MPC unanimously agreed there were no objections to the proposal. Proposed Cllr Perry. Seconded Cllr Butler. Unanimous.

Signed: \_\_\_\_\_ Chairman. 7/12/2021

**\*\*7:45pm Cllr Bray left the meeting\*\***

- (iii) PA21/08513 | Two-storey rear extension to dwelling. | East Helscott Farm House East Helscott Marhamchurch.

MPC unanimously agreed there were no objections to the proposal. Proposed Cllr Perry. Seconded Cllr Proudfoot. Unanimous.

**\*\*7:50pm Cllr Bray returned to the meeting\*\***

- (iv) PA21/09640 | Non-material amendment (NMA1) for variation to bat mitigation proposals in light of further information to PA21/03596 dated 12/08/2021 | Land East Of Langford Barton Road From Sharlands Road To Waxhill Marhamchurch.

This matter was circulated to Marhamchurch PC with a 14 day response time, due to time constraints on this application, MPC agreed to make no comment. It was resolved to ratify this decision. Proposed Cllr Perry. Seconded Cllr Kerr. 6 in favour. 1 abstained.

**To receive oral or written reports and authorise any action.**

**21/243**

- a) Chairman.

Cllr Walter updated that the Women's Institute are planning a celebration to mark their 75<sup>th</sup> Anniversary by planting a tree in the Village, in front of Rose Cottage. This is scheduled for 20<sup>th</sup> November @ 2:30pm with afternoon tea in The Bray afterwards, the parish council are invited to attend.

Cllr Walter was unable to attend the Bude to Holsworthy Cycleway meeting due to illness.

- b) Cornwall Councillor N Chopak.

None.

- c) Playpark

Thank you to Francis, Laura and Rob Bray for the support they have given relating to maintenance issues at the Playpark.

Cllr Bray offered to get some quotes for the repair / replacement of the fence at the Playpark.

- d) The Clerk.

- Recruitment Update: Taking up a lot of time, but to date 19 expressions of interest have been received. 2 complete applications received. Closing date 29<sup>th</sup> October. The staffing committee conducted interviews last time, but Cllr Walter is not able to sit on the panel this time due to a conflict of interest. Clerk offered to sit in, CALC have advised that it is acceptable. Cllrs were happy with this. Proposed Cllr Butler. Seconded Cllr Proudfoot. Unanimous.
- Maternity leave update: Cllr Kerr agreed to look through paperwork with Clerk.
- Annual Leave from 25th October for half term.

**Notice of Election for 2 vacancies on Council.**

**21/244**

Signed: \_\_\_\_\_Chairman. 7/12/2021

Cllr Walter advised that after last meeting, she received official notice of resignation from Cllr Crum and Cllr Hunt. A huge thanks for both for all they have done during their time on the Parish Council, and a special big thank you to Cllr Hunt, who has been on the Council for many years, and the Playpark Committee for over 20 years. Her wealth of knowledge, commitment and dedication will be greatly missed.

As Cornwall Council received more than 10 written requests, both vacancies have to be filled by election and not co-option. The deadline for submission of nominations is 20<sup>th</sup> October at Parkhouse Centre, Bude or 22<sup>nd</sup> October in Truro. The papers have to be delivered by hand. If the PC receive only 2 nominations, then the vacancies will be filled by an uncontested poll, if there are 3 or more nominations then the vacancies will be filled by election. If only 1 person makes a nomination, then the PC will have to repeat this process until the 2<sup>nd</sup> vacancy is filled by election, as per the request made by 10 or more parishioners.

Clerk updated that for an uncontested election the PC will be charge approximately £300. For a contested election, this figure will be around £3000.

### **Meeting with Oliver Jones, Highways Update.**

#### **21/245**

Cllr Perry, Cllr Butler and Clerk met with Oliver Jones at the Hobbacott Lane junction to discuss the concerns raised, as a result of vehicles being parked right on the junction. This makes it very difficult for people to safely pull out of the junction. Concerns were also raised that cars parking on the pavement reduce safety access for pedestrians using the pathways.

Oliver Jones confirmed that double yellow lines on the corners of the junction would be feasible, however not until after the April budget. He will forward relevant documents nearer the time.

Oliver Jones expressed his surprise that the lines at Thorne Cross had not yet been repainted, and was hoping to follow that up. He also thought the 30 mph signs at the bottom of Pinch Hill should be replaced, as they are so faded. An email regarding speed monitoring along Pinch Hill will be forwarded to Clerk soon for circulation.

### **Cemetery**

#### **21/246**

##### **(i) Request for memorial headstone – SALT.**

To supply and fix a black granite desk tablet memorial, all polished finish including a central flower vase. *"Hilda Salt 1924 – 2020 Forever in Our Hearts."*

It was resolved to retrospectively approve the request. Proposed Cllr Proudfoot. Seconded Cllr Waterhouse. 5 in favour. 2 abstained.

##### **(ii) Request for memorial headstone – HARTLEY.**

To supply and fix a black granite desk tablet memorial, all polished finish including a central flower vase. *"Peter Hartley 'Pete' 1943 – 2019. Your memory we will always treasure. In our hearts you will stay forever."*

It was resolved to retrospectively approve the request. Proposed Cllr Waterhouse. Seconded Cllr Proudfoot. 6 in favour. 2 abstained.

### **Cornwall Council Code of Conduct Training.**

#### **21/247**

To note who has completed the training online.

Cllr Proudfoot confirmed she had completed the online training.

Signed: \_\_\_\_\_ Chairman. 7/12/2021

**Neighbourhood Plan.**

**21/248**

Consultation had to be postponed due to illness. Hoping to reschedule for 29<sup>th</sup> October.

**Bude to Holsworthy Cycleway Feasibility Study**

**21/249**

Cllr Walter confirmed she had spoken with the group, who have confirmed that the feasibility study is going ahead. No further updates at this time.

**Parish Walk Update.**

**21/250**

Cllr Waterhouse was hoping to set up a one-off 'Parish Walk' and invite parishioners to attend, to cater for different abilities. Following concerns flagged at last meeting re Health & Safety and Insurances, Cllr Waterhouse suggested that this be organised independently (not associated with Parish Council) and potentially to be organised for the Spring.

**Remembrance Sunday – 14<sup>th</sup> November 2021.**

**21/251**

Wreath to be ordered. Clerk to action. Cllr Kerr was asked to lay the wreath on behalf of PC and he accepted. Cllr Walter and Cllr Proudfoot to liaise re setting up area for residents to lay crosses.

**Bude Climate Partnership – Local Food Strategy.**

**21/252**

This matter was deferred until November meeting.

**Parish Grant Applications.**

**21/253**

Clerk to advertise in NB & on website. Closing date 15 November 2021.

**Community Chest Grant.**

**21/254**

Clerk was directed to make contact with Cllr Chopak to request £1000 for funds towards replacement of fence at the Playpark. Proposed Cllr Waterhouse. Seconded Cllr Perry. Unanimous.

**Grass cutting request from Revel Field Trust.**

**21/255**

This matter was moved for discussion after Item 21/257: Budget & Precept.

**Portfolio Holders Reallocation.**

**21/256**

Tree Warden / Playpark / War Memorial / Neighbourhood Plan – Deferred until November meeting.

**Budget & Precept Planning.**

**21/257**

1<sup>st</sup> draft circulated to Cllrs for their review and feedback.

Increase costs due to contested election in May, contested election in November, Maternity cover and pay entitlements, Budget for fence replacement, future purchase of land for Cemetery, feasibility studies.

Signed: \_\_\_\_\_Chairman. 7/12/2021

Cllr Kerr has been looking at budget and suggested that once we know whether November election is contested, or uncontested, we can get a better idea of finances. Proposed to defer to November meeting. Proposed Cllr Kerr. Seconded Cllr Bray. Unanimous.

**Grass cutting request from Revel Field Trust.**

**21/255(i)**

Request from Revel Field Trust whether PC could cover cost of Revel field cutting maintenance, as due to the annual Revel not being able to be held for the last 2 years (due to pandemic) the Revel Field Trust has lost 2 years cutting income (funds from The Revel). £80 per month in summer (£480). £40 pm winter (£240). Total: £720.

It was agreed to defer this matter to November meeting, when finances have been reviewed in more detail.

**Finance & Legislation.**

**21/258**

- a) Approval of payments totalling **£2358.20** as per September schedule AND consider payment of urgent accounts presented by the date of the meeting. It was resolved to approve payments. Proposed Cllr Waterhouse. Seconded Cllr Perry. Unanimous.
- b) Cllrs noted Income & Bank Balances as per the schedule.
- c) Cllrs noted Bank reconciliations.

**Reviews.**

**21/259**

Deferred due to workload increase.

**Parish Matters - Agree action and authorise associated expenditure.**

**21/260**

- a) Highway matters – Weed Treatment/management along St Marwenne’s pathway, it was agreed to organise a working party to clear weeds and brambles which may cause a safety concern.
- b) 30mph sign along Helebridge Road is still not visible, despite it being cut back recently. Clerk to follow up with Cornwall Council.
- c) Damage to picnic table – which was posted on a social media site – was not malicious damage, it was accidentally damaged by a tractor cutting hedges. Clerk directed to write to contractors who made the picnic bench to thank them. Chair to provide contact details.

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

**21/261**

Coffee Morning and a Church meeting has been cancelled due to confirmed cases in the village.

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

**21/262**

**16 November 2021. Platinum Jubilee Celebrations.**

**Meeting closed at 8:45pm**

**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. 7/12/2021