

Marhamchurch Parish Council

Tuesday 19th November 2019

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

Councillors Present:

19/249: Chair Cllr J Walter, Vice Chair Cllr T Perry, Cllr F Hunt, Cllr T O'Sullivan, Cllr R Bray, Cllr L Kerr.

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

7 members of the public were present for the meeting.

Record and Approve Apologies.

19/250:

Cllr Edwards sent his apologies due to a holiday. Cllr Waterhouse sent her apologies due to an extended overseas trip. Cllr S Butler sent her apologies due to personal emergency. Cllr P Crum sent his apologies due to illness. It was unanimously resolved to approve the apologies. Proposed Cllr Bray. Seconded Cllr Perry. Unanimous.

Declarations.

19/251: None received.

Dispensations.

19/252: None received.

Public Open Session.

19/253:

Cllr Walter opened up the public session but reminded people that there was a 15-minute time allocation. Resident raised concern regarding a significant drop above a new pavement which is starting to crumble at the Hobbacott Lane development. Cllr Chopak said she would take a look there tomorrow. Thanks was extended to Cllr Chopak for her help in replacing a dog litter bin at Black Rock Beach.

Confirm the Minutes of the previous Meeting.

19/254: It was not resolved to approve the October draft minutes at the meeting as an omission (ref 19/233) was noted by a Councillor. Clerk to amend.

Matters Arising

19/255: Clerk to amend agenda item 19/233 from October minutes to include: MPC feel that there could be more effective measures put in place to address speed concerns rather than the current proposal. Proposed Cllr Edwards. Seconded Cllr Bray. 7 voted in favour. 1 abstained.

Correspondence

19/256

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

Clerk reminded Cllrs of 2 local forthcoming events :-

Health and Localism training event on 28th November 2019 at The Falcon Hotel.
Community Road Safety Forum Event on 3 December 2019 at Launceston Town Hall

Planning.

19/257

a) Decision Notices/Updates:

- (i) **PA19/05896** | Construction of Agricultural Barn | Land South Of Penleaze Hobbacott Lane Marhamchurch Bude Cornwall EX23 0ET. **Approved.**

b) Planning Applications/Appeals:

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

Cllr Walter read a letter of objection from resident. Clerk read another letter of objection from a resident. Cllr Walter read email from Cllr Edwards re the proposal, highlighting concerns.

Clerk was directed to reply as follows:

Following a review of the application, MPC unanimously proposed to reject this application.

Significant concerns were raised regarding the unsuitability of the small roads being able to cope with the further increased traffic flow. MPC would like to see the impact of the current housing development in full use before any more are built. Queries raised around the suitability of the sewerage system. Questions around whether there is a need for further 'affordable' housing to be developed in the area, and it was noted that the local schools and healthcare services are already at capacity.

Proposed Cllr Kerr. Seconded Cllr O'Sullivan. Unanimous.

- (ii) **PA19/08974** | Proposed conversion of barn to form dwelling | Land East of Landford Barton, Marhamchurch.

Following a review of the application it was agreed to recommend approval providing that a bat survey and subsequent advice is implemented. Proposed Cllr O'Sullivan. Seconded Cllr Kerr. Unanimous.

- (iii) **PA19/09619** | Replacement dwelling. | East Titson Tackbear Road Titson Bude.

Following a review of the application it was agreed to recommend approval. Proposed Cllr Perry. Seconded Cllr Hunt. 5 in favour. 1 abstained.

- (iv) **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.

Following a review of the application it was unanimously agreed to recommend approval. Proposed Cllr Bray. Seconded Cllr Perry.

Awaiting Decisions: No update required.

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.

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.

19/258

a) Chairman.

Cllr Walter updated it has been a busy month with lots of meetings and conferences to attend.

Cllr Walter and Cllr Perry attended a Planning Conference in St Austell which was very interesting and informative. PowerPoint presentations were circulated following this event.

Cllr Walter attended an all-day Locality & Climate Change Event in Wadebridge which provided networking opportunities and was very interesting and informative.

Cllr Walter congratulated everyone on the successful 'Unveiling of ABCT Plaque' Event held on Sunday 10th November. Thanks was extended to all those involved.

b) Cornwall Councillor N Chopak.

Cllr Chopak sent her apologies again for missing the 'Unveiling of ABCT Plaque' Event and congratulated everyone on its success.

Recycling & Waste Collection update – due to limited tenders and extremely high quotes the plans for a weekly recycling & fortnightly bins schedule will not be implemented, as unfortunately the costs were far too high and CC did not have the budget for this. It is hoped that Fortnightly recycling and fortnightly bins, refuse wheelie bins to be provided, will be implemented soon, along with a new weekly food waste collection.

A reminder that closing date for Dogs on Beaches Consultation is tonight. A very high response so far – it's important that Parish and Town Councils participate in any future consultations.

Cornwall Council is set to vote on whether to approve £12.5million grant to support a Spaceport at Newquay Airport, which will likely be contentious, given that Cornwall Council declared a Climate Emergency.

Standing Orders were lifted Resident raised concerns that the recent floods have unearthed river at Rodd's Bridge. Cllr Chopak to look into this and request a survey to be completed. *Standing Orders were resumed*.

c) Playpark.

CNA SOS volunteer day Clerk contacted them to propose a new date – but email received stating that they weren't able to do it anymore.

Cllr Hunt updated that there had been a £22 donation from Badminton group. Clerk to deposit. Cllr Butler to liaise with Clerk and 2 Mum's that were interested in assisting with weekly checks of the Playpark. Cormac inspection had been booked in but yet to be completed. Cllr Hunt to follow up.

d) The Clerk.

New website regulations have come into force. Need to ensure MPC are meeting the requirements relating to accessibility for all. NALC have issued some guidance for this. Waiting to see if CALC offer any training for this.

Freedom of Information request re Climate Change received on 18th November 2019. ICO guidelines state we have 20 working days to reply. Have emailed CALC for some guidance, but also received email from Launceston Town Clerk to confirm that ALL the local town and parish councils have received the same request and that a general response may be formulated. Email received from CALC (18/11/19) advising to acknowledge the email advising that we are addressing the request and will be in contact with them again shortly. CALC are seeking further advice and hope to issue more information tomorrow.

Winter Well Being Guide circulated.

Community Infrastructure Levy received of £3120.00 as stated in schedule.

Community Governance Review.

19/259

Following previous meeting it was agreed to keep this on the agenda until an official response was received confirming that BSTC had withdrawn both proposals. This has now been received and circulated to Cllrs. Clerk to remove this item from agenda for next meeting.

Cllr O'Sullivan retrospectively expressed his concern that he had been requested to speak publicly on behalf of Marhamchurch Parish Council, with approval of Marhamchurch Parish Council, but that this was not recorded in the minutes. It was resolved to approve the above statement as accurate. Proposed Cllr Bray. Seconded Cllr Hunt. Unanimous.

Speed signs for Hobbacott Lane.

19/260

Cllr Chopak spoke with Hwys Manager Oliver Jones. It was agreed to conduct a road survey. There will be a rotating speed visor installed at Hobbacott Lane / Pinch Hill / Helebridge Road to record number of speeding cars, average speed and frequency. This will gather the required evidence to move things along. The visor will be in place rotating positions for an 8 week period.

Proposals re waiting restrictions in Marhamchurch and surrounding areas from Cormac Solutions.

19/261

Following from discussion at last month's meeting, it was unclear where this proposal had come. Cllr Chopak updated that following the confusion from last month's meeting, she spoke with Hwys Manager, Oliver Jones who confirmed that a site meeting was held and a conversation was had regarding concerns about lorries unloading in the area. This was taken as MPC confirming that there was an issue. Due to this confusion, the proposal has been withdrawn at this time, until the speed visor data is collected and reviewed.

Council Motion request re National Community Energy Campaign

19/262

An email was received from Power for People, requesting help with their campaign for more local, clean energy generation. Clerk read out email received.

With approval of Cllrs Standing Orders were lifted A local resident commented that he felt this was possibly a suspicious way of generating support for large numbers of wind turbines into the area.

Cllr Chopak encouraged caution when reviewing the paperwork. Following a discussion, it was agreed to not review the matter further at this time. Clerk was directed to send any email thanking them for their

email and should the Council want to review matter further they will be in touch. Proposed Cllr Bray. Seconded Cllr Kerr. Unanimous. *Standing Orders were resumed*

VE Day Commemoration

19/263

Cllr Walter updated that the Marhamchurch Food Fair is planned for the Bank Holiday - Friday 8 May, it will have a VE Day theme, MPC would be more than welcome to liaise with the Food Fair for this event.

Allotments

19/264

The Community Link Officer has requested Parish Solicitor details & whether PC would like the land transferred over as Leasehold or Freehold. It was agreed to defer this to the January meeting when Cllr Waterhouse will present.

Neighbourhood Development Plan

19/265

Cllr Walter updated that 6 Parish Councillors and 2 residents attended the first steering meeting. 1 resident sent his apologies. Questionnaire focus to be on 3 areas, housing, amenities and environment. Possibility of looking for a partner parish, date of next meeting 11 th Dec to formalise a 10 question questionnaire, with a view to attend a Cornwall Council Planning Surgery in January to get some support and guidance.

Parish Footpath & Cycleway Leaflet

19/266

Cllr Walter met with TIC to discuss their proposal to develop 1 walking route map for Marhamchurch Parish. There is no cost to MPC for this. Batch of 10 maps will cost 65p per pack. 6 week turn around. Cllr Walter suggested getting a working party together in the new year to plan route, points of interest. Proposed Cllr Hunt. Seconded Cllr Perry. Unanimous.

Community Emergency Plan

19/267

Cllr Walter read out feedback form/questionnaire which was drafted. Cllrs agreed to the draft questionnaire to circulate with Newsletter to all residents. Clerk and Cllr Walter to action.

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

19/268

£36.51 was raised at the Unveiling event. It was suggested to increase that figure to £50 - the fund to take this from was not identified therefore no resolution was passed, it was agreed to defer this until the January meeting.

Cllr O'Sullivan asked if MPC wanted to pay £30 to obtain copies of the professional photos. No interest was expressed at the time. It was suggested that a photograph of the event, along with a bit of information be put onto the website. Clerk to action.

Quarterly finance review

19/269

Finance Portfolio Holder conducted check following last meeting. All agreed.

Draft Budget / Precept submission

19/270

Meeting was held with Cllr Walter, Cllr Perry & Cllr Edwards to begin the 20/21 Draft budget. Notification received from Cornwall Council regarding deadline of 31 Dec 2019. Clerk emailed requesting an extension, which has been granted until after January Meeting. Clerk had hoped to have 1st draft available to circulate at this meeting, but needs to liaise with retired Clerk for some guidance. Clerk to circulate draft as soon as possible.

Mid Year Budget Report

19/271

Clerk circulated the mid-year budget report which was noted by Cllrs.

Health Care Response Feedback to Cornwall & the Isles of Scilly Health and Care Partnership

19/272

Due to time constraints it was agreed that Clerk to email Cllrs 12 sets of actions listed in the Action Plan, for their review and feedback via email or at next meeting.

Annual Grants (including S137)

19/273

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. Maximum permitted is £8.12 per electorate, which as at April 2019 was 662. Clerk was unable to confirm current figures with election team due to upcoming election demands. A maximum of £5375.44 can be allocated. There are other Local Government Statutory Acts which cover parish council grants and S137 must not be used as the statutory power to expend grants if there is another statute that covers. The 2019/20 budgeted £800 for annual grants.

Clerk has received applications from the following services:

1. Marhamchurch Christmas Tree Committee £100
2. Marhamchurch Village Hall £200
3. Marhamchurch PreSchool £150
4. Cornwall Air Ambulance £250
5. Marhamchurch PlayPark - £200.

It was agreed to allocate the funding as follows:

1. Marhamchurch Christmas Tree Committee £100
2. Marhamchurch Village Hall £200
3. Marhamchurch PreSchool £100
4. Cornwall Air Ambulance £200
5. Marhamchurch PlayPark - £200

Proposed Cllr Kerr. Seconded Cllr Bray. Unanimous.

Clerk to ensure the relevant forms, paperwork and financial documents are in order.

Annual Reviews

19/274

- a) **Clerks Annual Review**

Clerk met with Staffing Committee for annual review. Clerk's feedback was that it was proving incredibly difficult to work within the set 13 hours per week, it was agreed to increase working hours to 16 hours per week commencing Apr 2020 – so it can be included in the budget for next financial year.

It was agreed to the incremental salary increase, as per Employment Contract, for the Clerk, from Spinal Column Point (SCP) 15 to SCP 16. As stated in the new 2018/2019 National Salary Award, effective from 19th November 2019. New salary will be due Tuesday 17th December 2019. It was proposed to accept the changes. Proposed Cllr Bray. Seconded Cllr Walter. Unanimous.

Finance & Legislation.

19/275

- a) Update External Audit – completed. Clerk to remove from next agenda.
- b) It was resolved to approve payments totalling £3741.48 plus consider payment of urgent accounts presented by the date of the meeting. Proposed Cllr Walter. Seconded Cllr Perry. Unanimous.
- c) To note income and bank balances as per the schedule.
- d) Bank Reconciliations – circulated and noted by Cllrs.

Parish Matters - Agree action and authorise associated expenditure.

19/276

- a) Highway matters – Pinch Hill 30 Speed Sign is very faded – Clerk to log with CC.
- b) East Helscott Renewable Energy Community Benefit Grant. – to be removed for next agenda.

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

19/277

Cllr Walter updated that she had received a phone call this evening from Chairman of Bridgerule Parish Council, asking whether Marhamchurch Parish Council could submit a letter of support for their new Sports Hall. It was agreed that MPC need to receive this request in writing, which can then be reviewed at the next meeting.

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

19/278 – 21 Jan 2020. Climate Emergency Action Group.

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."