

Marhamchurch Parish Council

Tuesday 21 May 2024

With agreement of the Council, it was agreed to bring forward the meeting to 8pm, due to the Annual Parish Meeting concluding earlier than anticipated. Proposed Cllr Biddick-Bray, Seconded Cllr Grigg. Unanimous.

The meeting of Marhamchurch Parish Council was held on the above date at 8:00pm, in Marhamchurch Sunday School Rooms.

Councillors Present:

Chairman Cllr Perry, Vice-Chair Cllr Edwards, Cllr Biddick-Bray, Cllr Grigg, Cllr Kerr, Cllr O'Sullivan, Cllr Waterhouse.

Also in attendance: County Cllr Chopak and the Clerk E Hawkins.

6 members of the public were present for the meeting.

Cllr Perry opened the meeting and welcomed everyone.

Election of Chairman and Chairman's Declaration.

5.24/124

Cllr Biddick-Bray nominated Cllr Perry for Chairman, seconded by Cllr Kerr with unanimous approval. Cllr Perry accepted and the Chairman's Declaration was signed and witnessed.

Election of Vice Chairman.

5.24/125

Cllr Perry nominated Cllr Edwards for Vice Chairman, seconded by Cllr Waterhouse with unanimous approval. Cllr Edwards accepted the position.

Record and Approve Apologies.

5.24/126

Cllr Proudfoot sent her apologies due to family commitments. Cllr Hunter sent her apologies due to personal family matters. It was resolved to approved the absences. Proposed Cllr Waterhouse. Seconded Cllr Biddick-Bray. Unanimous.

Confirm Minutes from the April 2024 meeting and ratify all decisions taken therein.

5.24/127

It was resolved to approve the minutes and ratify all decisions made at the meeting held on Tuesday 23rd April 2024. Proposed Cllr O'Sullivan. Seconded Cllr Perry. 5 in favour. 2 abstained due to not being at the meeting. The Chair, Cllr Perry, signed them as a correct record.

Declarations.

5.24/128

- (i) Cllr Perry declared longstanding interests in Agenda item 11c: Playpark.
- (ii) Cllr Grigg declared an interest in Agenda item 10b(ii): PA24/02719 Outline Planning Permission Park Farm, Hobbacott Lane, Marhamchurch.

Signed: _____ Chairman. 18/6/2024

Dispensations.

5.24/129

- a) To note approved dispensations relevant to items on the agenda.
 - (i) Dispensation noted for Cllr Perry re Agenda items 11c: Playpark.

- b) To review new dispensations requests.
 - (i) None received.

Matters Arising – for report only.

5.24/130

Cllr Waterhouse updated re missing / obstructed footpath signs. Sharlands, Whalesborough and Rattenbury. Cllr Chopak to organise deliver of 6 posts and badges to Cllr Perry. Cllr Perry and Cllr Waterhouse to liaise.

Public Open Session. (3 min reminder per item per person)

5.24/131

No comments.

Correspondence.

5.24/132

- (i) Keeping Cornwall Updated
- (ii) 1st draft of site map – Funk Up The Farm
- (iii) North Cornwall CAP Local Plan Session 10th June 2024 Parkhouse Centre.
- (iv) Cornwall and the Isles of Scilly Safeguarding & Community Safety Newsletter
- (v) Keeping Cornwall Updated
- (vi) 10th Anniversary of Cornish National Minority Status Cornwall Council Update
- (vii) Planning News for Local Councils and Agents - Spring 2024
- (viii) Keeping Cornwall Updated
- (ix) CALC free briefing – Biodiversity Net Gain (BNG) Presentation
- (x) Cornwall together: April 2024
- (xi) Suicide Awareness Training 10th June Bude Parkhouse Centre 5:15 - 6:15
- (xii) North Cornwall CAP Meeting invite.
- (xiii) Update Re Funk Up The Farm event.
- (xiv) 2 Minute cleanup Station
- (xv) Sustainable Bude - Cost of living help for parishioners
- (xvi) Listening to residents 2024 - North Cornwall, Bude event. Meet Leader of Cornwall Council Parkhouse Centre, Bude 13th May 2024 @7pm.
- (xvii) Town and Parish Council Newsletter - 3 May 2024
- (xviii) Keeping Cornwall Updated
- (xix) Western Gateway and Peninsula Transport STBs publish Electric Vehicle Charging Study
- (xx) Local Council Planning Training: 13 June 2024 - Short term lets and Article 4s; Community Growing
- (xxi) NEW NALC MODEL FINANCIAL REGULATIONS 2024
- (xxii) Keeping Cornwall Updated
- (xxiii) National Blue Badge Day of Action
- (xxiv) Invitation to online Town & Parish Council Budget Update Briefing - Monday 3rd June 2024 at 10am
- (xxv) North Cornwall CAP Town & Parish Representatives 2024/25 – Cllr Perry confirmed he is happy to continue as CAP representative. Supported by Council.

Signed: _____Chairman. 18/6/2024

Planning.

5.24/134

a) **Decision Notices/Updates:**

- (i) PA24//00436 | Proposed 1no. two storey detached dwelling and new access. | Land South Of Little Elm Hobbacott Lane Marhamchurch – APPROVED.
- (ii) PA24/01913 | Demolition of garage and construction of detached dwelling without compliance with Condition 2 of decision notice PA22/11435 dated 26.04.2023. | Land Adj Verona Helebridge Road Marhamchurch. WITHDRAWN.
- (iii) PA24/02291 | Construction of agricultural building and access track | Land East Of Bay View Inn 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) PA24//01876 | The change of use of existing tennis courts to provide three additional holiday lodges and decking, associated internal highways works, car parking, landscaping, and associated works. | Whalesborough Farm Marhamchurch Bude.

Following a review of application and discussion, it was proposed that MPC have no objections to the planning application. Proposed Cllr Edwards. Seconded Cllr Perry. 5 in favour. 2 abstained.

Cllr Grigg left the meeting.

- (ii) PA24/02719 | Outline Planning Permission with some matters reserved (appearance, landscaping, layout and scale) for rural exception site of up to 9 affordable dwellings including access. | Park Farm Hobbacott Lane Marhamchurch.

Concerns were raised about whether the outline planning proposal meets requirements on numbers for affordability criteria.

Following a lengthy discussion a proposal was made to object to the planning application due to concerns over access, over development of area and flooding issues. Proposed Cllr Kerr. Seconded Cllr Waterhouse. 3 in favour. 2 objected. 1 abstained. Motion passed.

Cllr Grigg returned to the meeting.

To receive oral or written reports and authorise any action

5.24/135

a) Chairman.

In addition to the Chairman's Annual Parish Report, Cllr Perry thanked the Council for re-electing him as Chairman. It has been a privilege for the last 2 years and look forward to another successful year for the Council. Thanks was expressed to Cllr Edwards for his support as Vice-Chair and congratulations on his re-election. Thanks was expressed to Cllr Chopak for all her support over the last year, as well as to the Clerk.

Food vendor issue at Widemouth Viewing Point is being monitored.

Signed: _____Chairman. 18/6/2024

Condolences to the Kivell family on the sad passing of Nigel Kivell.

b) Cornwall Councillor.

Cllr Chopak updated re Allotment visit, which sadly Cornwall Council Legal team were not able to attend, due to illness. Another meeting is scheduled to review boundary issues, date TBC.

Cllr Chopak, Cllr Perry and the Clerk still attended and met with neighbouring property to discuss their concerns and suggestions re use of the land. It was hoped that perhaps a new public consultation could be held to see if there is support for site to be developed into Allotments or perhaps alternative uses. Discussions to be held around this at a later date.

Cllr Chopak advised that she had attended Cornwall Council meeting where all post holders were re-elected.

Reminder re Suicide Awareness Workshop on June 10th Parkhouse Centre 17:15-18:15.

Waste and Recycling Changes planned for Sept/Oct time. Ahead of the Suicide Awareness Workshop there will be a short presentation re changes planned. Fortnightly collections and food waste collections.

Issues re vendor at Widemouth Viewing Point – monitoring.

Hobbacott Lane – matter still being addressed.

c) Playpark.

Maintenance issues post inspection report – Cllr Grigg and Cllr Perry to action removal of exposed concrete asap.

Signage - Clerk still to action.

Quote for re-barking all areas – 10 tonnes. Langleaves quote £540. Cllrs felt this was too expensive. Clerk to try and source alternative price. It was resolved to approve purchase of up to £300+VAT towards bark peelings for the park.

d) The Clerk.

Another busy month.

- (i) Mobile phone up and running.
- (ii) King Charles III Portrait. Clerk spoke with Martyn Russell at The Bray, happy to take it but after repairs completed. He will let us know.
- (iii) VAT claim submitted to 31/3/24 £563.33 received.
- (iv) June Planning meeting with Cornwall Council planner officers booked in for TUESDAY 18th JUNE at The Bray. 6-7pm £20 hire cost to be carried by MPC.
- (v) Clerk has made longstanding booking with Sunday School Rooms for May Annual Parish Meeting from 6pm, so hopefully next year Marhamchurch school children can attend.
- (vi) CIL Annual Form completed and circulated and posted on website.
- (vii) Additional 12.5 hours worked last month.
- (viii) Laptop service and anti-virus installed for 12 months, completed.
- (ix) BT broadband increase from £32.34 - £36.13
- (x) Projector – process re storage and deposit. Clerk unsure if taking a deposit and keeping money with a Cllr is in line with Financial Regulations. Better not to take any deposit.
- (xi) Annual Leave request – Weds 29th & Fri 31st – May half term.
- (xii) Room Rent increase (Clerk forgot to raise it at last meeting) increase from £2.43 to £3.45. There has been no increase since 2018. RESOLUTION Cllrs approved the increase. Proposed Cllr O’Sullivan. Seconded Cllr Waterhouse. Unanimous.

Signed: _____Chairman. 18/6/2024

Declaration of Resignation

5.24/136

Withdrawn.

Hele Valley Trail.

5.24/137

(a) Discuss/consider CIL Grant application

Unsuccessful bid – no further discussions needed.

(b) Discuss/consider Heritage Lottery Fund grant application

Cllr Proudfoot and Cllr O’Sullivan have both looked into this and feel it should be worth pursuing. Cllr O’Sullivan proposed that MPC proceed with grant application. Seconded by Cllr Waterhouse. Unanimous.

(c) Discuss/consider setting up a Crowdfunder

After a detailed discussion it was agreed that it would be better to wait to formulate a plan re fundraising / crowdfunder once MPC have been advised of the outcome of the Community Ownership Fund application.

MPC had received notification from COF advising that next and final bidding window will open on 30th May and close at 2pm on 26th June.

MPC were also notified by COF Team that *‘We intend to inform applicants of the outcome of their R4W1 application prior to the closure of Round 4 Window 2 so that unsuccessful applicants can reapply’*
Concern was raised that the time MPC will have to resubmit (if needed) could potentially be very short, which seems very unfair.

(d) Any other business

It was agreed that Cllr O’Sullivan would continue as Lead Cllr for the Hele Valley Trail. Proposed Cllr Perry. Seconded Cllr Grigg. Unanimous.

Cllr Kerr flagged concerns regarding the potential use of the £10,000 towards the Hele Valley Trail, along with queries regarding comments made online and comments made on surveys that had not been addressed by the Council.

Cllr O’Sullivan responded that all matters have been discussed at previous public meetings, including the concerns around the use of the £10,000.

Cllr Kerr circulated a statement to the Council, with a suggestion that it should be published on the Parish Council website. Following a review of the statement, along with discussions, the Chairman used his discretion and deferred the matter to the next meeting, to give Councillors time to review and comment on the statement.

Parish Council Facebook page.

5.24/138

This was deferred due to time constraints.

Signed: _____ Chairman. 18/6/2024

Asset Register

5.24/139

Councillors reviewed Asset Register and it was noted.

Audit 23/24.

4.24/140

a) Internal Audit Update.

The Clerk updated that the Internal Audit has been completed. An invoice has been received for £45.

b) Section 1 – Approve 2023/2024 Annual Governance Statement.

It was resolved that responses to number 1-8 are affirmative and number 9 not applicable. Proposed Cllr Perry. Seconded Cllr Biddick-Bray. Unanimous. Cllr Perry signed the statement.

c) Section 2 – Approve 2023/2024 Accounting Statements.

Copies of completed Section 2 have been circulated along with the explanation of variances and end of financial year bank reconciliations. The Clerk has certified the accounts. It was resolved to approve the Accounting Statements. Proposed Cllr Kerr. Seconded Cllr Biddick-Bray. Unanimous. Cllr Perry signed the statement.

d) Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return.

Confirmation of the dates of the period for the exercise of public rights and announcement was made by Cllr Perry.

e) Conflict of Interest with BDO LLP

Councillors were asked if there were any conflicts of interest with BDO LLP (the external auditors). There were no interests declared therefore the Chair and the Clerk signed the declaration that there was no conflict of interest.

Insurance Quotes.

5.24/141

Quotes were received from the list below, Clerk forwarded quotes to Cllrs ahead of the meeting.

NAME	INSURER	1 year	3 year	Notes	Pub Liability
Clear Council (current)	AVIVA	£560.58	£543.25	Includes £45 admin fee.	£10m
Community First	Zurich	£452.05	£437.36		£10m
Zurich Direct	Zurich	£666.00			£12m
Community Action Suffolk				Still waiting. Sent follow up email.	

It was resolved to go with Community First 3 year quote. Proposed Cllr Edwards. Seconded Cllr Biddick-Bray. Unanimous.

Signed: _____ Chairman. 18/6/2024

SLCC Membership Renewal 24/25.

5.24/142

Clerk has received the 24/25 SLCC membership invoice £183. The previous membership was £177. It was resolved to continue the membership. Proposed Cllr Kerr. Seconded Cllr Waterhouse. Unanimous.

D-Day 80th Anniversary Plans.

5.24/143

Clerk has Flag of Peace, handed to Cllr Waterhouse.

Poster circulated –PC are happy for this to be published in Village. Clerk to advise Cllr Hunter.

Updating Clerk or Councillors re agenda items – advance notice.

5.24/144

Due to time constraints this was not discussed in detail, but the importance of circulating information in advance of meetings to give Cllrs time to review, where possible, was briefly flagged.

Sustainable Bude Energy Saving Scheme.

5.24/145

Deferred.

Neighbourhood Plan.

5.24/146

No updates.

Allotments.

5.24/147

Cllr Chopak, Cllr Perry and Clerk met with residents to discuss matters relating to the site, earmarked for Allotments. Unfortunately, Cornwall Council Legal Team reps were not able to attend the meeting, so discussions around the alleged encroachment were not addressed.

A suggestion was made that it might be useful for Marhamchurch PC to conduct a public consultation on how best the plot of land may be used, as while Allotments are potentially viable there may be many costs and challenges to get the site ready. For further discussion.

Citizen of The Year Nominations.

5.24/148

Deferred to the end of the meeting.

Financial Regulations 2024.

5.24/150

To discuss potential working party to review, due to time constraints this was deferred until next meeting.

Quarterly Budget Report Jan-Mar 2024.

5.24/151

Circulated and noted by Cllrs.

Detailed Accounts for 2023-2024.

5.24/152

Circulated and noted by Cllrs.

Signed: _____Chairman. 18/6/2024

Quarterly Finance Check 1.1.24 – 31.3.24

5.24/153

Completed and noted by Cllrs.

Finance & Legislation.

5.24/154

- a) Approval of payments as per schedule (£3,716.73) and consider payment of urgent accounts presented by the date of the meeting. Proposed Cllr O’Sullivan. Seconded Cllr Biddick-Bray. Unanimous.
- b) To note Income & Bank Balances as per the schedule.
- c) To note Bank reconciliations.

Parish Matters.

5.24/155

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

5.24/156

None.

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

5.24/157

18th June 2024.

Cllr O’Sullivan flagged that there may be a need for Extraordinary Meetings to be called once we know outcome of Community Ownership Fund.

Citizen of The Year Nominations.

5.24/158

Clerk advised that the COY nominations should be discussed in private.

The Chair, Cllr Perry, proposed 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. Seconded by Cllr O’Sullivan. Unanimous.

Members of the public left the meeting.

The Council considered the nominations for Citizen of The Year, a majority vote was passed and the award will be presented at the June meeting.

The meeting re-opened to the public.

Meeting closed at 10:35pm.

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. 18/6/2024

Signed: _____Chairman. 18/6/2024