

# Marhamchurch Parish Council

Tuesday 20<sup>th</sup> May 2025

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The Annual Parish Council meeting of Marhamchurch Parish Council was held on the above date at 7:40pm, in Marhamchurch Sunday School Rooms.

## **Councillors Present:**

Chairman Cllr Perry, Vice-Chair Cllr Edwards, Cllr Biddick-Bray, Cllr Hunter, Cllr O'Sullivan.

**Also in attendance:** 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 Chairmans Declaration**

### **25/96 (a&b)**

Ms K Hunter nominated Mr T Perry for Chairman, seconded by Mr T Edwards. 3 voted in favour. 1 against. Mr T Perry accepted and the Chairman's Declaration was signed and witnessed.

## **Election of Vice Chairman.**

### **25/97**

Mr T Perry nominated Mr T Edwards for Vice Chairman, seconded by Mrs L Biddick-Bray. 3 voted in favour. 1 against. Mr T Edwards accepted the position.

## **Record and Approve Apologies.**

### **25/98**

County Cllr Nicky Chopak sent her apologies as she has been asked to attend Week St Mary Annual Meeting, which has lots of new Cllrs.

## **Welcome Parish Councillors & Councillor's Declarations.**

**25/99 a:** The Chairman welcomed all the returning Councillors and sent his congratulations to everyone.

**b:** Each Councillor signed an Acceptance Declaration, witnessed and signed by the Clerk.

**c:** Cllrs were given 'Consent to receive all Council documents by email,' which were signed by all Cllrs. Cllrs were also given a 'Councillor Statement of Assurance' – which Cllr O'Sullivan flagged as not being mandatory to sign. Cllr O'Sullivan declined to sign, all other Cllrs signed.

## **Register of Interest Forms.**

**25/100a:** Newly completed and signed Register of Interest Forms were received from Cllr Edwards, Cllr Perry, Cllr Hunter & Cllr Biddick-Bray. Cllr O'Sullivan to provide at a later date. Once Clerk has received them all she will forward copies to Cornwall Council Democratic Services for publication on their website.

## **Dispensation Forms.**

**25/100b.** All existing dispensation forms are now invalid.

## **Declarations of Interest.**

### **25/101**

(i) Cllr Perry declared longstanding interest in Agenda item 16c: Playpark.

(ii) No other new declarations.

## **Dispensations.**

Signed: \_\_\_\_\_ Chairman. 16/6/2025

## **25/102**

Request for dispensations were received as follows:

- (i) Cllr Perry – Marhamchurch Playpark. Details of interest: Playpark Maintenance & Grass cutting Contractor. Dispensation request approved to participate in discussions, but not to vote. It was unanimously resolved to approve the request for 4 years until May 2029 or the next council term. Proposed Cllr O’Sullivan. Seconded Cllr Biddick-Bray.
- (ii) No other requests.

## **Code of Conduct Training for Councillors.**

### **25/103**

Confirmation re online training booked in today (20<sup>th</sup> May) for Cllr Perry, Cllr Biddick-Bray & Cllr O’Sullivan. All attended and completed the training.

Additional sessions booked for Cllr Edwards (Weds 4<sup>th</sup> June 6:30pm-8:30pm) & Cllr Hunter (Tues 24<sup>th</sup> June 6:30pm-8:30pm).

## **Matters Arising – for report only.**

### **25/104**

None.

## **Confirm Minutes from the April 2025 meeting and ratify all decisions taken therein.**

### **25/105**

It was resolved to approve the minutes and ratify all decisions made at the meeting held on Tuesday 15<sup>th</sup> April 2025. Proposed Cllr Biddick-Bray. Seconded Cllr Hunter. Unanimous.

## **Notice of Vacancies for Co-Option.**

### **25/106**

Notice that Marhamchurch Parish Council have 5 vacancies to fill via co-option. Clerk to advertise in the Noticeboard. Cllrs encouraged to promote the Parish Council and highlight vacancies. It was agreed not to put a deadline for applications.

## **Public Open Session.**

(To receive statements, questions, and answers from the public on an agenda item)

### **25/107**

Food Fair update given by organisers, who have chosen this year to donate the proceeds to Marhamchurch Playpark (£536.50). They have organised the Food Fair for 8 years and would love the PC to become more involved. It was agreed that more communication in the lead up to the planned event, would be beneficial. A big thank you was extended to them for all their hard work in making sure the event runs smoothly, and for the generous donation towards Playpark maintenance.

## **Correspondence.**

Signed: \_\_\_\_\_ Chairman. 16/6/2025

## 25/108

Circulated via email.

Cornwall Wide 20mph rollout Stakeholder meeting Weds 11<sup>th</sup> June 3pm-5pm Online. Attendee to be decided.

## Councillor Portfolio Review.

### 25/109

Deferred.

## Planning.

### 25/110

#### a) **Decision Notices/Updates:**

- (i) **PA25/01256** | Enhancement of existing entrance signage to the Whalesborough Estate including the erection of a wall and the extension and formalisation of the existing overflow car parking area including landscaping. | Whalesborough Farm Marhamchurch. Approved with conditions.
- (ii) **PA25/01517** | Proposed redevelopment of land into 3 dwellings | The Old Paddock Old Orchard Close Marhamchurch. Approved with conditions.

#### b) **Planning Applications/Appeals:**

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

None.

## To receive oral or written reports and authorise any action

### 25/111

#### a) Chairman.

Congratulations to Cllr Hunter for organising a wonderful commemoration day to mark VE 80. Thanks to Cllr O'Sullivan for his role in the evening events.

Report from Annual Parish Meeting:

The last 12 months have been interesting, sometimes controversial, and challenging but we got there in the end.

Planning is always difficult, especially when it comes to small open spaces of land, which once built on, are lost forever.

The "Allotment" area is still an ongoing issue both controversial and challenging. We look forward to receiving confirmation from Cornwall Council when the boundary dispute has been resolved and begin discussions again about how the Parish Council wish to proceed.

The Playpark has been well maintained with new bark laid recently, annual safety checks conducted, and repairs to the fence completed. It is still a very popular place for both children and parents to go to.

The shed in the Revel Field was removed recently, as it had become too dangerous to use, thank you to all involved in this.

Signed: \_\_\_\_\_ Chairman. 16/6/2025

Last year Mrs Grills was awarded Citizen of The Year and we look forward to finding out the nominations for this year.

We were very sad to receive Cllr Kerrs resignation in June last year. A great loss to the Council.

There has been a spell of anti-social behaviour over the last few months, which hopefully the Police have been able to deal with, the most upsetting was the burning of the Newly purchased Playpark Bench in October last year. We now have a new replacement bench, thanks largely to a £600 Community Chest Grant, along with a £105 donation from the offender. The Parish Council had to cover the remaining £300. Thanks to Joe Grigg for his help replacing the burnt-out section of fencing, free of charge.

We have also been donated some used benches from Rosie's Café, which are ready for painting so we look forward to getting them into place very soon.

New wheelie bins were distributed in September, along with food waste compost bins, which seems to be working well.

Revel Day was a great success with around £4,800 being raised for local charities.

Thanks were expressed to Cllr O'Sullivan and the Clerk, Elly for all their hard work so far with the Hele Valley Trail project.

Sadly, we lost more Councillors at the most recent election (May 25). Sue Proudfoot, Joe Grigg & Isobel Waterhouse. We thank them all for their service to the Council.

We also very sadly lost some very well known, and well-loved members of the village this last year. Thank you to them all for all they have done for the Village, they are all sadly missed.

Finally, a big thank you to all the Councillors for all their commitment, hard work, and dedication to the Village. We are very grateful to have a small, but strong team on the Parish Council. I look forward to working with you all over the coming months.

b) Cornwall Councillor.

Not able to attend the meeting.

c) Playpark.

Football nets need replacing – Proposed that Cllr Perry can order replacement nets up to value of £100. Proposed Cllr Hunter, Seconded Cllr Biddick-Bray. Unanimous.

Benches – Clerk and Cllr Perry to liaise. Clerk to buy paint.

Donation – A donation of £536.50 from the proceeds of the Food Fair - Thank you for choosing the Playpark as the beneficiary of the Food Fair proceeds this year, it is very much appreciated.

d) The Clerk.

Reminder to Cllrs to return their expense claims – deadline is 29<sup>th</sup> May.  
Attended Election Part 2 training which was very helpful.

Signed: \_\_\_\_\_ Chairman. 16/6/2025

## **The Hele Valley Trail.**

**25/112**

(i) Crowdfunding Update.

As at 11:30am 20<sup>th</sup> May - £4209 has been donated from 62 donors.

(ii) Heritage Lottery Fund update.

Unsuccessful in application and told not to reapply. Very disappointing.

(iii) A5 Flyer Update.

Thank you to all who assisted with circulating the flyers. To get some more printed. Chairman happy to do a video to promote project.

(iv) Survey Consultation Draft.

Circulated to Cllrs ahead of the meeting...no decision made re this.

(v) Any other matters.

Pressures on Clerk have been too much and if this project is progressed, support needs to be provided as cannot continue to stretch myself.

Cllr O'Sullivan said that under **Section 112 (5) of the [Local Government Act 1972](#)** which states: *Without prejudice to the provisions of subsection (1) above, a parish or community council may appoint one or more persons from among their number to be officers of the council, without remuneration..* He advised he is in discussion with Poundstock PC re this matter too and would give updates when available.

Clerk was directed to find out about whether the PC's eligibility to apply for a PWLB may be affected by the fact that the PC only have 5 elected Councillors. Clerk to action.

## **Asset Register 31.3.2025.**

**25/113**

Clerk circulated Asset Register. It was agreed that the Register was accurate.

## **Audit 24/25.**

**25/114**

a) **Internal Audit Update.**

Clerk updated that this has been completed and an invoice has been received for £45.

Clerk to complete required documents for next part of the Audit process. Noted by Cllrs.

## **SLCC Annual Membership 25/26.**

**25/115**

The clerk received the 2025/26 SLCC membership invoice of £190. The previous membership was £183. It was resolved to continue the membership. Proposed Cllr O'Sullivan. Seconded Cllr Edwards. Unanimous. Clerk to action.

## **Neighbourhood Plan.**

**25/116**

No updates or comments.

## **Citizen of the Year Nominations.**

**25/117**

Signed: \_\_\_\_\_ Chairman. 16/6/2025

- I'd like to this year nominate Peter and Miriam Green for this... their absolute commitment to the community shop and the Marhamchurch food fayre (which together they organize annually) .... as couple they kindly give up an awful lot of time for our lovely village.
- I would like to nominate Tony Perry as Marhamchurch Citizen of the Year. Tony is out and about every day doing something for the community. He takes care of all the green spaces, including helping with some neighbours' gardens when they need a hand, and does it all with a generous and cheerful spirit. He is, quite simply, a brilliant human being and truly deserves a big, collective thank you.
- Please can we vote for Sue Butler. She does so much in the village every year and would be a deserving recipient.

Discussions and decision re this matter to be had in closed session later in the meeting.

**Methodist Hall Rent increase and associated paperwork.**

**25/118**

Price increase from £25 to £30 from 1 April 2025. Licence Agreement and Key Holder Declaration to be signed. Chairman signed Key Holder Declaration. The Council instructed Clerk to not sign licence Agreement until quotes for alternative room hire had been sourced. No other quotes forthcoming. Clerk directed to sign agreement.

**Quarterly Budget Report Jan-Mar 2025.**

**25/119**

Completed and circulated to Cllrs for their information. Noted.

**Detailed Accounts for 2024/2025.**

**25/120**

Completed and circulated to Cllrs for their information. Query raised why there has been no Community Infrastructure Levy income in the financial year. Clerk to follow up.

**Quarterly Finance Check 01/01/2025 – 31/03/2025.**

**25/121**

Cllr Edwards completed this after the April meeting. All in order. Noted by Cllrs.

**Finance & Legislation.**

**25/122**

- a) Approval of payments as per schedule (£2430.41) and consider payment of urgent accounts presented by the date of the meeting. Proposed Cllr O'Sullivan. Seconded Cllr Hunter. Unanimous.
- b) To note Income & Bank Balances as per the schedule. Noted.
- c) To note Bank reconciliations. Noted.

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

**25/123**

Anti-social behaviour seems to have improved over the last month.

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

**25/124**

None.

Signed: \_\_\_\_\_ Chairman. 16/6/2025

**Confidential Matter (Clerk Support & Citizen of the Year) to be discussed in closed session.**

**25/125**

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." Proposed Cllr Perry. Seconded Cllr O'Sullivan. Unanimously agreed to pass the motion, member of the public left and meeting closed at 8:55pm.

- (i) The Citizen of The Year Nominations were reviewed. Cllr O'Sullivan proposed that the Citizen Of the Year be abandoned. No seconder. Motion not passed.

Recipient of Citizen of Year Proposed by Cllr Perry. Seconded by Cllr Biddick-Bray. 4 in favour. 1 against. Motion passed.

- (ii) Clerk requested that MPC cover costs of broadband for work purposes, as suggested by CALC, and Working From Home Allowance agreed at £26 as per HMRC guidelines. Request supported. Proposed Cllr O'Sullivan. Seconded Cllr Hunter. Unanimous. Clerk to action.

Meeting re-opened at 9:05pm.

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

**25/126**

Tuesday 17<sup>th</sup> June.

Next Years Annual Parish Meeting to be held on a different day to the Annual Parish Meeting. A suggestion was made to hold it in The Bray with refreshments and for reports to be displayed in the hall. The Citizen Of The Year to be awarded at the Annual Meeting. Hope for it to be more interactive and better attended. Cllr Hunter volunteered to help Clerk with this.

**Meeting closed at: 9:10pm**

**PUBLIC BODIES (ADMISSION TO MEETINGS) Act 1960 S1(2) & S1(6)**

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Signed: \_\_\_\_\_ Chairman. 16/6/2025