

# Marhamchurch Parish Council

Monday 16<sup>th</sup> June 2025

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The Parish Council meeting of Marhamchurch Parish Council was held on the above date at 7:30pm, 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.

3 members of the public were present for the meeting. Cllr Perry opened the meeting and welcomed everyone.

## **Record and Approve Apologies.**

**25/127**

Nicky Chopak sent her apologies.

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

**25/128**

It was resolved to approve the minutes and ratify all decisions made at the meeting held on Tuesday 20<sup>th</sup> May 2025. Proposed Cllr O'Sullivan. Seconded Cllr Edwards. Unanimous.

## **Declarations of Interest.**

**25/129**

- (i) Cllr Perry declared longstanding interest in Agenda item 10c: Playpark.
- (ii) No other new declarations.

## **Dispensations.**

**25/130**

- a) To note approved dispensations relevant to items on the agenda:
  - (i) Dispensation noted for Cllr Perry re Agenda item 10c: Playpark.
- b) To review new dispensations requests.
  - (i) No new dispensation requests.

## **Matters Arising.**

**25/131**

None.

## **Citizen of The Year Award.**

**25/132**

Peter and Miriam Green received a joint nomination to be considered for Marhamchurch Citizen of The Year...and the Councillors agreed. Cllr Perry awarded them a small gift and certificate with his warmest thanks for all they both have done, and continue to do for the Village.

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

**Public Open Session.**

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

**25/134**

**Correspondence.**

**25/135**

Circulated via email.

- Email re concerns around safety near A39. For discussion.

The Clerk received an email flagging safety concerns near A39 Underpass off Helebridge Road as there is nothing to stop children/walkers/bike riders going straight on past the signs onto the A39. A request for barriers to be installed was made. The PC discussed this, as well as querying why there are only sections along the cycle path which runs next to the A39 which have metal barriers. Is there a reason why there are no metal barriers all the way along. Clerk to make contact with Oliver Jones, Highways.

- **PA25/04080** | Proposal Works to a Tree within a Conservation Area (TCA) - T1 - Twin stem Lime | To be dismantled to ground level | St Marwennes Church And Cemetery Helebridge Road Marhamchurch

This application is for works to trees in a Conservation Area, it will be decided under delegated authority. There is no need for PC to submit any comments. This was noted by Cllrs.

**Planning.**

**25/136**

a) **Decision Notices/Updates:**

- (i) **PA25/01551** | Permission in Principle for proposed residential development of 5 dwellings (minimum 5 maximum 5) | Land Adjacent To Melrose Helebridge Road Marhamchurch. GRANTED.

b) **Planning Applications/Appeals:**

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

- (i) **None**

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

**25/137**

a) Chairman.

Cllr Perry and Cllr O'Sullivan attended the Cornwall Area Partnership Meeting. Congratulations to Cllr Chopak who now sits as Chair, and Cllr Whittle as Vice Chair. Sewerage concerns flagged at the meeting.

Thank you to Kim Timmins for repainting the bus shelter. Clerk to send letter of thanks.

b) Cornwall Councillor.

None.

c) Playpark.

Football nets – due to be fixed asap.

Benches – one is in place and working on the other.

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

d) The Clerk.

BT issues – PC was overcharged but Clerk has received refund following many lengthy calls.  
Community Infrastructure Levy Annual form completed, circulated to Cllrs and posted on website.  
Cemetery applications increase recently.  
Code of Conduct – Cllr Edwards completed. Cllr Hunter to complete end of June.

### **The Hele Valley Trail.**

**25/138**

Cllr O’Sullivan informed Council that he is stepping down as Lead Cllr of Hele Valley Trail. He expressed his thanks to Clerk for all her hard work. Sadly does not feel supported by MPC Cllrs and disappointed at lack of support or acknowledgement from MPC re securing grant from Community Ownership Fund of £152,000.

Chair expressed his gratitude to Cllr O’Sullivan for all his hard work on all matters relating to the HVT.

(i) Crowdfunding Update.

At £7,115. Thanks to everyone who has donated so far.

(ii) Grant Applications.

Cornwall Climate and Nature Fund – to be submitted as priority. (£5000)

Bude Stratton Town Council – to be submitted as priority. (£2500)

Prime Foundation – to be submitted deadline end of July (£8300)

(iii) Future Plans.

There are more A5 Flyers in Village Shop to be circulated.

(iv) Fundraising Events.

Cllr O’Sullivan mentioned Pasty & Walk event.

Cllr Perry advised that the video footage is nearly complete and will be ready to share soon.

Clerk updated that an offer of support to organise a Dog Show at HVT has been received.

All these were noted, however no actions decided.

(v) To consider appointing a Councillor as an unpaid officer.

Not discussed.

### **Audit 24/25.**

**25/139**

**a) Internal Audit Update.**

Completed and paid.

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

**b) Section 1 – Approve 2024/2025 Annual Governance Statement.**

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

**c) Section 2 – Approve 2024/2025 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 Hunter. 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 were noted.

**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.

**Filling Casual Vacancies.**

**25/140**

To review and consider adopting the below:

- (i) Policy
- (ii) Application Form
- (iii) Advert
- (iv) Guidance

It was resolved to adopt the abovenamed documents re Filling Casual Vacancies. Proposed Cllr Perry. Seconded Cllr Biddick-Bray. Unanimous.

**Neighbourhood Plan & NP website renewal.**

**25/141**

It was agreed not to continue with the renewal of the website. Clerk to notify web designer.

**The Bray.**

**25/142**

Cllr Hunter updated that the Re-pointing has been completed on the porch. Snooker room to be addressed next. 2 recent fundraising events secured £1300. There is a new website up and running which allows online booking.

**Bude & Stratton Town Council Planning Committee proposal.**

**25/143**

Cllr Perry congratulated Cllr O’Sullivan on his appointment of Chair. After a short discussion, it was agreed to defer the matter.

**Finance & Legislation.**

**25/144**

- a) Approval of payments as per schedule (£2876.36) and consider payment of urgent accounts presented by the date of the meeting. Proposed Cllr Hunter. Seconded Cllr Perry. Unanimous.

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

- 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.

**25/145**

No matters raised.

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

**25/146**

No matters raised.

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

**25/126**

Portfolio Review. 15 July 2025.

**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. 16/6/2025