

Marhamchurch Parish Council

Tuesday 21 October 2025

A 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 O'Sullivan.

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

5 members of the public were present for the meeting. The Chairman, Cllr Perry opened the meeting and welcomed everyone, and thanked Cllr Edwards for Chairing meetings in his absence.

Record and Approve Apologies.

25/218

Cllr Burnett sent his apologies, due to work commitments. It was resolved to approve the apology. Proposed Cllr Biddick-Bray. Seconded Cllr Edwards. Unanimous.

Confirm Minutes from the September 3rd Extraordinary Meeting and September 23rd Meeting and ratify all decisions taken therein.

25/219

It was resolved to approve the minutes from both meetings and ratify all decisions made at both the meetings held on Tuesday 3rd September 2025 and Tuesday 23rd September 2025. Proposed Cllr Biddick-Bray. Seconded Cllr Edwards. 3 in favour. 1 abstained due to not being at the meeting.

Declarations of Interest.

25/220

- (i) Cllr Perry declared longstanding interest in Agenda item 9c: Playpark.
- (ii) No new declarations.

Dispensations.

25/221

- a) To note approved dispensations relevant to items on the agenda:
 - (i) Dispensation noted for Cllr Perry re Agenda item 9c: Playpark.
- b) To review new dispensations requests.
 - (i) None.

Matters Arising.

25/222

- (i) Marhamchurch Speed Visors – should be delivered soon to Cllr Perry or Cllr Burnett.

Public Open Session.

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

25/223

No comments.

Signed: _____ Chairman. /2025

Correspondence:

25/224

Circulated via email.

- (i) Local Council online training: Neighbourhood Planning and Neighbourhood Priorities Statements - Tuesday 30 September, 4.00-5.15 pm.

Cllr Edwards updated that he attended this session, along with Cllr O'Sullivan. This is likely to be a long process. Will need to engage with Parish. Templates are being drafted by Cornwall Council which Parish Council can use to model the MPC statement.

Planning.

25/225

a) **Decision Notices/Updates:**

- (i) **PA25/05707** | Proposed extension and alterations to existing dwelling including enlarged vehicular access | Minack Pinch Hill Marhamchurch. Approved with conditions.

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:

25/226

a) Chairman.

Big fundraiser at The Bullers Arms was held recently, and raised over £1000 for The Bray. Great community spirit.

30mph sign is missing along Hobbacott Lane – Landowner has said he will try and fix it back in place.

The Bray – suspect that damage caused in the Bray may be caused by the pavement outside which is believed to have been raised up and is causing water damage issues. Flagged with Cllr Chopak.

Thanks again to Cllr Edwards for Chairing the meetings in Chairman's absence.

b) Cornwall Councillor.

Challenges with Cornwall Council budget and there are significant changes pending.

20mph roll out is imminent.

Speed Visors for Marhamchurch can provide evidence and could be additional enhancements if issues identified.

Adult Health & Social Care – NHS issues have been highlighted to Cornwall Council. Positive changes.

Police & Crime Panel – Front desk has been reopened in Launceston – positive.

Community Area Partnership next meeting rescheduled for 19th December focus on Housing. Face to face meeting. Location and time to be confirmed.

c) Playpark.

Gate along back fence needs to be secured. It could do with some planks of wood being drilled into to permanently secure it closed.

Swings under repair.

d) The Clerk.

Requested Annual leave for October half term.

Cornwall Council budget training and info sessions circulated. Clerk to attend.

Signed: _____ Chairman. /2025

The Hele Valley Trail.

25/227

(i) Parnalls Solicitor Update:

Parnalls have allocated new Solicitor to manage HVT. Clerk and Cllr Biddick-Bray (as she was still with Clerk following Clerk Review) spoke with new Solicitor. Confirmed that he is confident they will be able to meet deadlines.

(ii) Maintenance Fund Opportunities

Cllr Biddick-Bray updated that she contacted Farming Wildlife Advisory Group South West (FWAGSW) to get some info on maintenance grants for the HVT. It's taken a while to get the right advice, but a local East Cornwall Contact from the Forestry Commission made contact. It's believed that because the original grant payments have now stopped for HVT, PC are eligible to apply for others, even though the current scheme continues until 2033. First step is to get a Woodland management plan in place. Contacts to be sent through from Local East Cornwall contact. This will be for 10 years and needs to be done by an Adviser. The Woodland Management Plan then goes to the Forestry Commission and they check it and it is then that signposting to appropriate grants EOI or application takes place. This is not a quick process. MPC agreed to get quotes for the Woodland Management Plan, from the contacts sent over.

Clerk updated that a discussion with Community Ownership Fund Grant Manager highlighted the need to spend the full £14,500 of Revenue costs. Approximate Revenue spend is estimated at £9500 currently, but dependent on Solicitors Fees and Stamp Duty costs.

Clerk suggested signage costs to be included, but flagged that PC unable to commit to costs before completion date. Grant Manager said an estimate for works would be acceptable to include. Clerk to source someone who can design, print, instal signage and ask for quotes.

Cllr Biddick-Bray suggested obtaining quotes for woodland Management Plan, to be included for Revenue cost claim.

Clerk was asked to make initial enquiry to Bude Stratton Town Council to see if there might be an annual financial grant available to help with maintenance of the site.

(iii) Business Plan (inc. valuation and surveyed condition of property/land)

Received and noted. Cllrs resolved to approve and adopt the updated Business Plan. Proposed Cllr Biddick-Bray. Seconded Cllr Edwards. 3 in favour. 1 abstained.

(iv) Updated Financial Impact Statement.

Deferred.

(v) Formal approval of Council to purchase Hele Valley Trail, Lot 1, Marhamchurch.

It was resolved to approve to formally purchase Hele Valley Trail, Lot 1, Marhamchurch. Proposed Cllr O'Sullivan. Seconded Cllr Perry. Unanimous.

Moving to .gov.uk email and website.

25/228

Signed: _____ Chairman. /2025

Clerk has obtained various quotes for move across to .gov.uk emails and website. Training session running on 18th November re Digital and Data Compliance. Clerk to attend and update at next meeting.

Council Vacancies.

25/229

Clerk updated that there are currently 5 vacancies on the parish council.

Parish Grant Applications.

25/230

Open and Clerk to place Advert on Noticeboard and Website.

Precept Plans 25/26.

25/231

Clerk asked Cllrs to flag any budget ideas / plans for the next financial year as time to draft the next budget is close.

Christmas Tree Festival 2025.

25/232

Marhamchurch Parish Council have been invited to participate in the event, but decided that due to low numbers of Cllrs this is not something the PC can take on at the moment.

Remembrance Sunday 9th November 2025.

25/233

Confirmation that wreath has been collect by Cllr Biddick-Bray. Cllr Burnett is to lay the wreath on behalf of Marhamchurch PC.

July to September Quarterly Finance Check.

25/234

Due for completion, however issue with crowdfunder payouts means clerk not able to reconcile accounts until issue resolved.

Co-Option.

25/235

Ms Trudy Polkinghorn introduced herself and it was unanimously agreed to welcome Ms Trudy Polkinghorn onto the Council. Proposed Cllr O'Sullivan. Seconded Cllr Perry. Ms Trudy Polkinghorn signed the Office of Acceptance Declaration witnessed and signed by the Clerk and associated documents were given for her review. Clerk to action necessary paperwork.

Annual Staff Review 2025.

23/236

Meeting held with Clerk Support Portfolio holders on 15 October 2025. Minutes of meeting were circulated to all Cllrs for their information. In line with the National Salary Award, and employment contract, following a successful review, the Clerk salary shall move up a pay scale, from SCP 25 to SCP 26 effective from 1 September 2025. This was noted by Cllrs.

Finance & Legislation.

25/237

- a) Approval of payments of **£2967.81** as per schedule and consider payment of urgent accounts presented by the date of the meeting. It was resolved to approve payments. Proposed Cllr

Signed: _____Chairman. /2025

Biddick-Bray. Seconded Cllr Edwards. 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.

25/238

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

25/239

PA25/06699: Land And Buildings Adjacent To The Bay View Inn. 5 day Protocol has been received from Cornwall Council and forwarded to Cllrs ahead of the meeting. Planning Officer minded to refuse the application. It was unanimously resolved to agree with the recommendation of Planning Officer. Proposed Cllr Edwards. Seconded Cllr Perry.

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

25/240

Next meeting: 18 November 2025.

Meeting closed at: 8:30pm

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. /2025