

# Marhamchurch Parish Council

Tuesday 18 November 2025

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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 Burnett, Cllr O’Sullivan, Cllr Polkinghorn.

**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. A special welcome extended to Cllr Polkinghorn at her first meeting; another welcome extended to Cllr Burnett.

## **Record and Approve Apologies.**

**25/241**

None.

## **Confirm Minutes from the Tuesday 21<sup>st</sup> October Meeting and ratify all decisions taken therein.**

**25/242**

It was resolved to approve the minutes from the meeting held on Tuesday 21<sup>st</sup> October 2025. Proposed Cllr Biddick-Bray. Seconded Cllr Edwards. 4 in favour. 2 abstained due to not being at meeting.

## **Declarations of Interest.**

**25/243**

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

## **Dispensations.**

**25/244**

- 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.**

**25/245**

- (i) Marhamchurch Speed Visors – still pending delivery.
- (ii) The Bray – pavement update – site visit conducted due to concerns that pavement was higher than damp course. Planned works hoped for April 2026.
- (iii) Query re comments made at previous meeting re concern around volunteer numbers at Marhamchurch Village Shop Ltd, which were not noted in October minutes. Added here for reference.

## **Public Open Session.**

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

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

**25/246**

Question from public re Public Right of Way map and where can it be located. Google search showed Cornwall Council PROW mapping link.

**Correspondence:**

**25/247**

Circulated via email. Noted.

**Planning.**

**25/248**

a) **Decision Notices/Updates:**

- (i) **PA24/08519** | Construction of five units of holiday accommodation, associated internal roadway, parking, landscaping, drainage and associated works including the formation of a new access road. | Land North Of Whalesborough Farm Marhamchurch. APPROVED
- (ii) **PA25/06699** | Construction of two replacement dwellings including demolition of existing dwellings | Land And Buildings Adjacent To The Bay View Inn Marine Drive Widemouth Bay Bude. WITHDRAWN.
- (iii) **PA25/08438** | Proposal Works to trees within a conservation area. T1 - Beech - Reduce in height by 1m - reduce western side by up to 1m - reduce eastern side by up to 3m - shape in rest of tree to match | Leaferne Hobbacott Lane Marhamchurch Bude. FOR INFORMATION ONLY.

b) **Planning Applications/Appeals:**

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

- (i) **PA25/08526** | Non-Material Amendment in relation to Decision Notice PA19/04184 dated 17th February 2020 as set out in the accompanying cover letter | Whalesborough Farm Marhamchurch Bude.

Following a discussion and review of paperwork, Marhamchurch Parish Council did not feel that this is a Non-material amendment and therefore believe that a full planning application should be submitted. Proposed Cllr Edwards. Seconded Cllr O'Sullivan. Unanimous.

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

**25/249**

a) Chairman.

Concerns raised by member of public. Encouraged to formally contact Clerk.

Remembrance Sunday was well attended, thanks to all involved and to Cllr Burnett for laying the wreath. Trees in Churchyard have been cut down. Thanks to Rob Bray for removing grass cuttings.

b) Cornwall Councillor.

CHIP: Community Highways Improvement Programme as a budget of £200,000 between 4 County Cllrs for small improvements in the Parish. EOI to be completed if PC think of anything.

CAP: Community Area Partnership meetings scheduled. 8<sup>th</sup> December online to discuss budget matters. 19<sup>th</sup> December face-to-face meeting at Parkhouse Centre, Bude to discuss Housing issues. Local needs, challenges. Public and Councils all welcome.

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

c) Playpark.

- (i) Gate along back fence needs to be secured. It could do with some planks of wood being drilled into to permanently secure it closed.
- (ii) Swings repaired, thanks to Cllr Perry for sorting.
- (iii) Call today re loose plank on bridge – Thanks to Cllr Perry for fixing.
- (iv) Back Fence (not new bit) has come loose. To be repaired. Cllr Perry to look.
- (v) Quote for next annual inspection £199+VAT. Proposed to accept Cllr O’Sullivan. Seconded Cllr Perry. Unanimous.

Cllr Chopak noted that there were a number of young people in the bus shelter this evening. This had been an issue in another parish and they installed solar lights. To add to next agenda as Community Chest fund could potentially provide funds to cover this cost.

**d) The Clerk.**

It has been a very busy year, and work demands continue to grow. Feeling the pressures of HVT matters.

There is a lot to juggle in the coming weeks/months and to have some more Cllrs on board would lighten the load on current Cllrs.

Have had internet issues lately, very slow and unresponsive. Clerk made contact with provider. They have quadrupled the download speed for an increase of 0.34p per month from £27.65 to £27.99, active mid-December.

Annual Leave request pending. Clerk has not had opportunity to submit request as yet.

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

**25/250**

(i) Parnalls Solicitor Update:

Clerk circulated email updates from Solicitor. One sent on 21<sup>st</sup> October included search from Siteguard which flagged a high risk of flooding, along with Transfer Deeds with queries which require responses.

- a) Currently no rights are to be granted over the Sellers retained land, but the area edged in red is to be shaded blue and therefore owned by Lot 2. A right of way will therefore be required, which needs to be added to the transfer. Council to notify Solicitors of any other rights which might be needed (e.g right to install / use utilities passing through retained land)

Concerns flagged around what happens if circumstances change and land ownership changes. MPC do not want to have access issues.

- b) Clause 3 sets out the rights that the retained land will have over the land that the PC is buying. One of them is a right of way over the shared access. This may be kept in if the owner of Lot 2 is to have a right of way over the hatched area that is still being transferred to the PC.

As above, MPC requests assurances that Right of Way cannot be stopped or not permitted, due to circumstances changing or change of ownership.

Signed: \_\_\_\_\_Chairman. /2025

c) Clause 4 sets out the obligations that the PC will need to abide by. I would mention that as drafted the Seller/Lot 2 will not be subject to any obligations.

As part of the agreement of sale MPC were assured that current owners would continue twice yearly grass cuts / hedge cutting. This is not stated in Transfer Deeds, and MPC would like it included. MPC also request that a timeframe is placed on the agreement.

d) Plan 2 shows the route of a water pipe which the Seller will be able to continue to use. As currently drafted, the PC will not be able to use it.

Plan 2 is noted by MPC. MPC would like it noted that if there are any leaks or maintenance required this will be the responsibility of current and/or future owners of Lot 2. MPC will have no responsibility, financial or otherwise regarding the water pipe, except to provide permission to access if necessary.

**17 November Update from Parnalls:** Still waiting for Highways Search and part of local search to be returned. Have chased. Pending. Account has been returned to original Solicitor to progress.

Clerk has impressed the importance of meeting the deadlines to Solicitors. If not completed by 19<sup>th</sup> December COF will reclaim the grant.

(ii) Woodland Management Plan and Next Steps

Forestry Commission Quotes for first step to obtaining a Woodland Management Plan, which could help access further grants to assist with maintenance.

Clerk to confirm whether quotes for this can be included in the Revenue Grant.

It was proposed to use quote 9 or Quote 7 of £1500+VAT , subject to inclusion of Reven Community Ownership Grant. Proposed Cllr Biddick-Bray. Seconded Cllr O'sullivan. Unanimous.

Thanks to Cllr Biddick-Bray for the time she has put into collecting and collating all the information.

(iii) Quotes for signage (design, produce and instal)

Agreed to source quotes to replace wildlife signs and for 2 large signs at each entry point. QR codes to be included for future maintenance funds. Details of wording to be finalised later down the line.

Cllr Burnett offered to help with design of signs.

(iv) Any other matters.

Cllr O'Sullivan updated re Right of Way Improvement – registering as a public open space. Advice received from Environment Officer was to make contact with CALC. It was agreed that no further action be taken at the moment.

Cllr O'Sullivan updated that a 'public open space' payment of £21,000 from Hilton Road development will be available for use within the Parish some of which could be earmarked for Hele Valley Trail maintenance. However, the funds will not be available until 50% of the properties are occupied.

Cllr O'Sullivan updated that he has a list of a team of volunteers are able to help clear fallen trees or branches at HVT.

**Cornwall Local Plan 2025.**

**25/251**

Cornwall Council is creating a plan for how Cornwall will develop over the next 20 years, deciding what can be built and where. To make this plan the best it can be, they need your views on what it's like to live

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

where you live and what changes you'd like to see.

Between September 2025 and January 2026, they are holding informal drop-in sessions across Cornwall as part of The Cornwall Local Plan: Planning to 2050. These sessions include engaging activities and discussion tables to gather your thoughts on housing, infrastructure, the environment – whatever matters most to you.

**North Cornwall sessions – 14 January: 11:00 – 14:00:** Bude Methodist Church.

### **Parish Grant Applications.**

#### **25/252**

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 £ **11.10** per electorate, which as at April 2025 was 679. A maximum of £7536.90 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 2025/2026 budget is £900 for annual grants. £900 budget (-£20 for wreath purchase) = **£880**

1. Marhamchurch Pre-School    £500 for purchase of replacement shed at Forest School
2. Marhamchurch PSFA        £250 for talk from apple presser to show children the process from apple to juice.

It was agreed to extend applications due to low numbers received. Deadline to next full council meeting. Clerk to post on social media pages.

### **Digital and Data Compliance Update.**

#### **25/253**

Clerk attended information session today. Lots to work on re this in the new year.

A Council owned domain (.gov.uk is recommended) as well as role based emails (gov.uk) for Clerk and staff, accessible website and formal IT policy and GDPR compliance are mandatory requirements to ensure MPC are meeting by 31 March 2026. Clerk will need to prioritise this for new year to ensure everything in place by deadline.

### **Precept Plans 25/26.**

#### **25/254**

Following a review of First Draft the following amendments are to be made:

- 'Allotment' budget to be removed.
- Grants (S137) budget to increase from £900 to £1000
- Hele Valley Trail Maintenance Fund to be removed
- Discussion was held around the need to review Marhamchurch Village Shop Ltd annual grant / contract which has not been reviewed since the agreement was made in 2019. This to be added as an agenda item for the new year.

Clerk to request an extension to Cornwall Council to submit Precept paperwork in the new year.

### **Quarterly Finance Check.**

#### **25/255**

Crowdfunder issues resolved and reconciliations completed. Finance check underway.

### **Quarterly Budget Report 1 July 2025 – 30 Sept 2025.**

#### **25/256**

Circulated and noted by Cllrs.

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

**Detailed Accounts to date.**

**23/257**

Circulated and noted by Cllrs. Comparisons to last financial year were included.

**Finance & Legislation.**

**25/258**

- a) Approval of payments of **£1872.59** as per schedule and consider payment of urgent accounts **£20 reimbursement to Cllr Biddick-Bray for purchase of wreath** presented by the date of the meeting. It was resolved to approve payments. Proposed Cllr Biddick-Bray. Seconded Cllr O’Sullivan. 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.**

**25/259**

None.

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

**25/260**

None.

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

**25/261**

It was agreed to call an Extraordinary Meeting in December if necessary. Next planned Parish Council meeting will be Tuesday 20<sup>th</sup> January.

CHIP Highways Programme.

**Meeting closed at: 9:22pm**

**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