

Marhamchurch Parish Council

Tuesday 16th June 2026

The 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 Polkinghorn.

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

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

Record and Approve Apologies.

26/131

Cllr O'Sullivan did not attend.

Confirm Minutes from the 19 May 2026 and ratify all decisions taken therein.

26/132

It was resolved to approve the minutes from the meeting held on Tuesday 19 May 2026 and ratify all decisions made at the meeting. Proposed Cllr Biddick-Bray. Seconded Cllr Perry. All in favour. Chairman signed them as a correct record.

Declarations.

26/133

- (i) Cllr Perry declared longstanding interest in Agenda item 9c: Playpark.
- (ii) Cllr Polkinghorn declared an interest in Agenda item 10iv: Tree safety/risk inspection.

Dispensations.

26/134

- 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 – for report only.

26/135

None.

****It was agreed to bring forward Agenda Item 14: Citizen of The Year****

Citizen of The Year

26/144

Cllr Perry awarded Citizens of the Year to Peter & Geraldine Stemp, who have worked so hard both in the community shop and behind the scenes for the village. The Council all thanked them for their contribution to the village. The award was accepted with thanks.

Public Open Session.

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

26/136

No comments.

Correspondence.

26/137

Circulated via email.

- Cormac Summer workshop for local Cllrs – Tues 30th June – 10-1 Parkhouse Centre.
- Cornwall Local Council Conference – Tues 6th October 10-4. Royal Cornwall Showground. Wadebridge.

Planning.

26/138

a) **Decision Notices/Updates:**

- (i) **PA26/01741** | Listed building consent for remedial works and repairs to Bray Institute | Bray Church Of England Institute | The Village Marhamchurch. Approved.

b) **Planning Applications/Appeals:**

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

- (ii) **PA26/03778** | Relocation of existing wind turbine mounted on free standing monopole mast and associated concrete foundations and control cabinet. Construction of an overflow car park, padel tennis court and the creation of an outdoor event space. Change of use of land for the siting of 68 additional holiday lodges and decking, associated internal roadway, parking, ancillary buildings, landscaping, including amenity areas, drainage and associated works including the formation of a new access road with variation of conditions 2, 3, 4a, 6, 7, 9, 11, 13, 14, 15, 20 and 21 of decision notice PA23/06490 dated 23.02.2024 | Whalesborough Farm Marhamchurch.

Following a discussion Cllr Edwards proposed to make No comment on the application. Seconded Cllr Perry. Unanimous.

- (iii) **PA23/03628** | Outline application for up to 9 dwellings including access (all other matters reserved). | Land At Park Farm Hobbacott Lane Marhamchurch.

Comments were noted online by Highways and Member of Public.

Marhamchurch Parish Council unanimously support the application in principle, but wished to reinforce comments made by Highway as well as query whether any previous contributions, educational / Highways are still relevant or still apply. Proposed Cllr Edwards. Seconded Cllr Biddick-Bray.

- (iv) **PA26/03985** | Non-material amendment in relation to decision notice PA23/06490 dated 23.02.2024 for amendment to description of development to remove the reference to the padel tennis court element | Whalesborough Farm Marhamchurch.

No comments and no request for Extraordinary meeting to discuss.

To receive oral or written reports and authorise any action

26/139

a) Chairman.

Chairman updated that he met with Jason Bellenger at Playpark tree inspection.

Mark Dennis has kindly dropped off some rubble for the potholes in carpark at HVT. Cllrs to meet tomorrow at 10am to spread.

b) Cornwall Councillor.

Leader of Cornwall Council, Cllr Leigh Frost visited the area recently. Thanks to The Weir for providing lunch. Great for him to visit North Cornwall and engage with communities.

CAP meeting was last week – Cllr Chopak was re-elected as Chair. Alan Whittle as Vice Chair. Discussion around importance of having an Emergency Plan in place. Template available on Cornwall Council website. Clerk to look into and add as Agenda item for next meeting.

The Maritime and Coastguard Agency (MCA) is ending the hourly remuneration paid to Coastguard Rescue Service (CRS) volunteers for callouts, training, and operational duties. Sent a letter to the Minister.

Transport for Cornwall, in partnership with Bus Users UK, is hosting a "Let's Talk Bus" public engagement event in Bude on **Friday 19 June 9:30-2:30**. Residents and visitors are invited to share feedback.

c) Playpark.

(i) Tree safety inspection and subsequent remedial action.

Report was circulated to Cllrs ahead of the meeting.

Area is in Conservation Area – clerk has confirmed with Planning that applications will need to be submitted to fell dead trees and another app to prune trees.

Clerk directed to advised Revel Committee of the quotes obtained and need for approval from Cornwall Council before works can commence and that Clerk to only work on matters involving the Playpark.

(ii) Quotes:

Arb-Sense: £300inc VAT for Playpark matters (£420 inc VAT for Revel Field)

Bees Trees: £540inc VAT for Playpark (£780inc VAT for Revel Field)

Quercus: £600+VAT for all works. Not separated.

Council agreed to proceed with quote from Arb-Sense for £300. Proposed Cllr Biddick-Bray. Seconded Cllr Edwards. 3 in favour. 1 abstained.

(iii) Playpark Bark quotes:

Clerk updated that 2x 500L bags for bark from Screwfix as discussed at last meeting would not be sufficient to cover the whole area. Depth required is 30cm.

Apr 25 – MAC logs delivered bark which was not playpark specific. £432 for 6 dumpy bags.

Clerk called them today – she advised that a dumper load would be £190+VAT which equates to 6 dumpy bags...it is organic and natural but it does not meet the Playpark specific requirements.

Annual Safety Report advised: The depth of the loose fill surfacing is lower than the recommended depth

specified in BS EN 1176; a minimum of 300mm depth should be provided (including an extra 100mm to allow for compaction and displacement as per BS EN 1176 Part 1.

DECISION: After detailed discussion, it was agreed to order a dumper load from MAC to fill the space and once completed, to revisit and review. Proposed Cllr Edwards. Seconded Cllr Polkinghorn. 3 in favour. 1 abstained.

Thanks extended to Cllr Perry for all the maintenance work that has been completed at the Playpark.

d) The Clerk.

Attended Clerks to Smaller Councils meeting on Monday 15th June. Trying to be better at attending networking events. Was very useful and good to chat through queries with other Clerks. A presentation from Cornwall Community Flood Forum talked about importance of holding up-to-date Emergency Plans and financial support may be available to develop with a focus on Flood Resilience.

Register of Interest Forms were circulated to all Councillors for them to complete and return to Cornwall Council, advising if they wish to have their address published. Please complete this by 29th June, and please copy Clerk in to email so I can print out updated forms (and to confirm that this has been completed). If help is needed, please let me know.

The Hele Valley Trail.

26/140

(i) Forestry Commission Successor's Application Form

To agree that the form has been accurately completed and is to be submitted to Forestry Commission. Cllr Polkinghorn has registered and is listed as an additional contact. Cllrs unanimously approved the form to be submitted. Proposed Cllr Polkinghorn. Seconded Cllr Perry. Clerk to action.

(ii) Forestry Commission Woodland Officer Report.

No updates.

(iii) Potholes.

Thanks to Mark Dennis for delivering some rubble to site.

****Cllr Polkinghorn declared her interest and stated she would leave the room. However, if she left it would leave the Council inquorate. Cllr Polkinghorn completed a Dispensation request form. Proposed to approved the request Cllr Perry. Seconded Cllr Edwards. 3 in favour. 1 abstained.**

(iv) Tree Safety Inspection.

Clerk asked if Cllrs want to arrange another inspection at HVT as last one completed in August 2025 by Evolve Tree Consultancy. Following recent statement made regarding HVT tree comments on social media, it was felt that it was appropriate to arrange another inspection. Due to concerns around availability of surveyors the Clerk had sourced quotes to review at the meeting in advance.

1. Evolve Tree Consultancy: £696
2. Trudy Polkinghorn Tree Consultant: £975
3. Jason Bellenger Professional Tree Surveys and Arboricultural Consultancy: £1200
4. Oak Valley Tree Surveyors: £1600

Following a review of the quotes, it was felt that it would be suitable to use a different provider this time to compare reports. It was agreed to proceed with Quote 2 from Trudy Polkinghorn Tree Consultant. Proposed Cllr Biddick-Bray. Seconded Cllr Perry. 3 in favour. 1, Cllr Polkinghorn, abstained.

(v) Quotes for Independent Accountant Report

1. AB Accountancy, Holsworthy – unable to take on the work
2. Neil Davies Accountancy – unable to take on the work
3. Jennings & Co – unable to take on the work
4. Helen's Accountancy – unable to take on the work.
5. Bude Accounting – unable to take on the work.
6. Metherell Guard – £1500+VAT.
7. Peter Smith Accounting – £300 approx.

It was unanimously agreed to proceed with quote from Peter Smith Accounting. Proposed Cllr Biddick-Bray. Seconded Cllr Perry. Clerk to action.

(vi) Other matters re HVT

Cllr Chopak will chase 2 kissing gates to be delivered to Cllr Perry.

Grass cutting at HVT was briefly discussed but no actions at this time.

Civility & Respect Pledge.

26/141

Clerk advised she had discussed with CALC re Civility & Respect pledge. Training was highlighted as an important part of ensuring Cllrs are able to carry out their roles effectively.

CALC flagged it was important that this pledge is not seen as an additional burden but a reminder of bringing behaviour and standards to the forefront.

Cllrs agreed that the Civility & Respect Pledge be put on the website and that the Chairman read out the statement at the beginning of each meeting.

External Mediator.

26/142

Clerk reminded Cllrs of the quotes that have been sourced:

Quote 1. from CALC – 2 day face-to-face £800+VAT

Quote 2 from SLCC – 2 day online £590+VAT

Offer from local experienced clerk to facilitate.

Offer from member of Marhamchurch parish to help facilitate.

Arbitration was recommended following a Code of Conduct complaint made in the previous year. The Council subsequently received four proposals from individuals and organisations offering to facilitate the arbitration process. Two of the proposals were considered unsuitable due to the costs involved and the significant time commitment that would have been required from councillors. The remaining two options were affordable, with the Council identifying a preferred provider based on their extensive experience in parish council matters. However, 1 Cllr declined to participate in arbitration with the Council's preferred provider. As a result, and in the absence of sufficient engagement to enable the process to proceed

effectively, the Council concluded that arbitration was unlikely to achieve a meaningful resolution of the issues raised. The Council therefore agreed that the matter be closed, and no further discussion to take place.

Land on Pinch Hill historically referred to as 'Allotment' site.

26/143

Cornwall Council advised they need clarity on the proposed future use of the site if it was not to be allotments before proceeding with the devolution. No further action at this point.

Citizen of The Year Nominations.

26/144

Previously discussed at beginning of meeting.

Audit 25/26.

26/145

a) Internal Audit Update.

Clerk advised that Internal Audit has been completed and invoice for payment has been received.

b) Section 1 – Approve 2025/2026 Annual Governance Statement.

It was resolved that responses to number 1-8 are affirmative, number 9 not applicable and number 10 is affirmative. Proposed Cllr Perry. Seconded Cllr Edwards. Unanimous. Cllr Perry signed the statement.

c) Section 2 – Approve 2025/2026 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 Perry. Seconded Cllr Edwards. 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.

Policies.

26/146

- (i) Local Government Pension Scheme Discretion Policy.**
- (ii) Volunteer Policy.**
- (iii) Risk Assessment for Hele Valley Trail.**

The abovenamed policies were circulated to Cllrs ahead of the meeting. It was resolved to adopt the abovenamed policies. Proposed Cllr Polkinghorn. Seconded Cllr Biddick-Bray. Unanimous.

Finance & Legislation.

26/147

- a) Approval of payments as per schedule (£2739.61) + £190+VAT PLAYPARK BARK COSTS and consider payment of urgent accounts presented by the date of the meeting. Proposed Cllr**

- Biddick-Bray. Seconded Cllr Polkinghorn. 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.

26/148

Cllr Chopak advised that the A39 fencing that has been installed is in addition to the request made by MPC for bollards to be installed near bridge at bottom of Helebridge Road to prevent cyclists rising onto A39.

Poundstock Parish Council are looking at Viewing Point North and the potential for it to be considered as an Asset of Community Value.

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

26/149

SWW Vote of No Confidence. To be added to next agenda.

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

26/150

Date of next meeting: Tuesday 21st July 2026.

Emergency Plans

SWW Vote of No Confidence.

Meeting closed at: 21:06

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."