Marhamchurch Parish Council

Tuesday 15 September 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 O'Sullivan.

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

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

Record and Approve Apologies.
26/182
Cllr Polkinghorn sent her apologies. Approved to accept apologies, Proposed Cllr Biddick-Bray. Seconded Cllr Edwards. Unanimous.

Confirm Minutes from the 18 August 2026 Extraordinary Meeting and ratify all decisions taken therein.
26/183
It was resolved to approve the minutes from the extraordinary meeting held on Tuesday 18 August 2026 and ratify all decisions made at the meeting. Proposed Cllr O'Sullivan. Seconded Cllr Edwards. All in favour. Chairman signed them as a correct record.

Declarations.
26/184
(i) Cllr Perry declared longstanding interest in Agenda item 9c: Playpark.
(ii) No other declarations.

Dispensations.
26/185
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) No new dispensations.

Matters Arising – for report only.
26/186
None.

Public Open Session.
(To receive statements, questions, and answers from the public on an agenda item)
26/187
Cllr Perry invited members of the public to talk on matters listed on the agenda. He advised everyone who wishes to speak will be allocated 3 minutes.
No comments.

Correspondence.
26/188
Circulated via email.
Clerk advised that this agenda item will be removed from next meeting, following feedback from Clerking Essentials Training. Any relevant correspondence will be listed as an agenda item for discussion if required.

Planning.
26/189

a) **Decision Notices/Updates:**

(i) **PA26/-**

b) **Planning Applications/Appeals:**
Any late planning applications received will be discussed but not decided under this section.

(i) **PA26/05482 |** Installation of 160 ground mounted solar panels with associated cable run to commercial property | Bay View Inn Marine Drive Widemouth Bay Bude.

A proposal of NO OBJECTION was unanimously agreed. Proposed Cllr O'Sullivan. Seconded Cllr Edwards.

(ii) PA26/05134 | Demolition of existing building and construction of a dwelling and garage following PA25/00081 (Prior approval for proposed change of use of agricultural building to a dwelling): Self Build|Azinby Barn Marhamchurch Bude.

A proposal of NO OBJECTION was unanimously agreed but the Parish Council wished to ensure that suitable material is used for the build and that it is in keeping with surroundings. Proposed Cllr O'Sullivan. Seconded Cllr Edwards.

(iii) PA26/05886 | Certificate of lawfulness for existing use for siting of mobile home as a residential unit and associated garden | The Caravan Bridge View Sharlands Road Marhamchurch.

A proposal of NO OBJECTION was unanimously agreed, subject to clarification and confirmation that the accommodation will remain occupied in connection with agricultural employment. Proposed Cllr Edwards. Seconded Cllr Perry.

(iv) PA26/05643 | Extension and alterations to provide WC and kitchen facilities | St Marwennes Church And Cemetery Helebridge Road Marhamchurch.

A proposal of NO OBJECTION was unanimously agreed. Proposed Cllr Biddick-Bray. Seconded Cllr Edwards.

To receive oral or written reports and authorise any action
26/190

a) Chairman.

No updates.

b) Cornwall Councillor.

Attended Full Council meeting in Truro - a motion was passed to make housing waitlist more user friendly. Currently over 25,000 on the waiting list.

Leave of Absence of Chair of Cornwall Council. An interim Deputy has been employed.

National Policy Planning Framework changes are being rolled out. These changes are likely to limit the powers of Parish and Town Councils. There is online training scheduled Wednesday 23 September, 4.00-5.30 pm for a briefing on planning changes and a policy update.

c) **Playpark**.

(i) Advised work on trees in Playpark and Revel Field to commence on 30th September 2026.

Cllrs noted this and had no objections to the proposed date. Just a reminder to ask for chippings to be left onsite as well as logs for possible distribution within the community. Clerk informed she had advised the Revel Committee of the planned work date.

(ii) Bark

£127.00 for 500L from Screwfix. Playpark grade bark chippings. Delivery available.
It was agreed to wait until work is completed on Playpark area and then assess how many PC would need to order.

d) **The Clerk**.

(i) Reminder re Register of Interest Forms. 2 Cllrs outstanding.

(ii) The National Association of Local Councils (NALC) has published the national salary pay scales 2026-2027. These pay rates are applicable from 1 April 2026 to 31 March 2027. Employers are encouraged to implement this pay award as swiftly as possible. Clerk has implemented changes and Cllrs noted this.

(iii) HMRC has increased the tax-free milage allowance from .45pm to .55p. from 1 April 2026. Clerk to amend the policy and bring to next Parish Council meeting.

(iv) Still working on Hele Valley Trail Closure Documents.

(v) Audit issues still ongoing.

(vi) Clerking Essentials Training at Launceston Town Hall was a really useful refresher.

(vii) Attended 'Digitisation of AGAR' online training – 15/9/26

(viii) Aware of old .gov.uk emails still in circulation in particular aperry@ & tedwards@ have made contact with old provider to request these be deleted.

The Hele Valley Trail.
26/191

(i) Tree Safety Inspection.

Cllr Polkinghorn has withdrawn her quote for the safety inspection at Hele Valley Trail.
A discussion was held around the need for the inspection. Queries raised around insurance cover.
Important to ensure Parish Council is acting lawfully and meeting its duties in terms of Health & Safety.
It was agreed that independently, Cllr O'Sullivan and the Clerk make contact with Bude Stratton Town Council to find out how frequently they conduct inspections on their Stamford Hill woodland site, and also to discuss the potential of what support BSTC might be able to offer the Parish Council in terms of Woodland Management.

(ii) Update from Bude Friends of the Earth.

Clerk made contact with Bude FoE and feedback stated that there are likely Bude FoE group members who would be interested in helping out at occasional work parties at Hele Valley. One member (who has professional experience of managing nature reserves) would be happy to have an on-site meeting, with a view to providing some advice. Clerk has made contact to arrange a suitable time to meet on-site.

(iii) Update from Westcountry Rivers Trust.

Clerk made contact and received a response to indicate that there may be some support available. To follow up.

(iv) Draft Contract for Approval – 14389 – Hele Valley Trail. Lot 1 Marhamchurch.

Contact from Forestry Commission (FC) to request approval of draft contract 14389. Circulated to Cllrs ahead of the meeting for review. Clerk confirmed with FC that there are no more payments due to the agreement holders for the scheme, but it remains under obligation un 31st March 2034. The period of obligation means that the woodland must be maintained in line with the terms and agreement of the contract.

Clerk and Cllr Polkinghorn required to sign contract. It was unanimously agreed to sign the contract. Proposed Cllr Edwards. Seconded Cllr Biddick-Bray. Clerk to action.

(v) Countryside Stewardship (CS) Revenue Claim: Transfer request – next steps.

Email from Rural Payments agency advising that IF MPC are receiving all or part of the agreement from the previous occupier and will be continuing with the agreement, you must:

- Request a copy of the transferring agreement from the previous occupier
- Complete and submit a Transfer In form within 90 days.

If PC is not continuing the CS agreement to notify Rural Payments Agency via email.

ACTION: It was agreed to leave this for now and make no contact with RPA.

(vi) Dog Fouling.

Communication from Cornwall Council who is happy to instal dog fouling signs at each entrance. Number of emails to and fro. Clerk to contact directly and arrange time to visit site.

(vii) Any other matters.

None.

Village Shop WC.
26/192
Enquiry from Cllr as to whether the accessible toilets should have an emergency alarm.
Advice appears that legislation requires this to be installed.
Cllr was advised to encourage Village Shop to make contact directly with Clerk to begin formal procedure.

Marhamchurch Shop Community Fund.
26/193
Clerk has received an email from Community Shop Committee to advise that the Community Fund is open until end of September – with a specific focus on The Playpark due to ongoing upkeep of the area. If there is a specific need the PC are encouraged to apply for a grant.

Suggested that Parish Council submit a request for funds to assist with purchase of TWO permanent bins (with recycling and bin) and installation costs, following advice from most recent safety inspection, along with purchase of necessary Playpark specific bark.

Proposed Cllr Edwards. Seconded Cllr Biddick-Bray. 3 in favour. 1 abstained.

Marhamchurch Pinch Hill 'allotment' site.
26/194
Ongoing email threads from Cornwall Council, requesting clarity on what the site would be used for if not Allotment site.
Clerk to respond referencing original email sent back in April 2026 which stated:

The Parish Council confirm that once land ownership issues are resolved, that the Parish Council are committed to progressing the freehold transfer of the land. However, at this stage the Parish Council cannot guarantee that the land will be used for an allotment site. The Parish Council wishes to consult the parish before determining what the land will be used for.

It was agreed to add that the parish Council are not in a position to invest money in consulting the Parish until the land ownership issues are resolved.

Clerk to action.

Code of Conduct Complaint Decision Notice CCN036/26/27: against Cllr Polkinghorn.
26/195
Outcome noted by Cllrs. Recommendation has been actioned. No further action required.

Training.
26/196

(i) Introduction to Planning on Tuesday 22 September 2026. £35.

It was unanimously agreed to approve Cllr O'Sullivan's request to attend the training. Proposed Cllr Perry. Seconded Cllr Edwards. Clerk to book via Training Team at CALC.

Finance & Legislation.
26/197

a) Approval of payments as per schedule (£3570.54) and consider payment of urgent accounts presented by the date of the meeting. Proposed Cllr Edwards. Seconded Cllr O'Sullivan. Unanimous. Chairman signed payment schedule statement.
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.
26/198
Dog Fouling concerns raised via email with Clerk. This was noted by Cllrs.

Urgent Matters raised with the Chairman since the Agenda was published.
26/199

Date of next meeting and note items from Councillors for the Agenda.
26/200
Date of next meeting: Tuesday 13th October 2026.
Mileage Policy
Grant Applications
Quarterly Financial Check
Quarterly Budget Report

Meeting closed at:

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."