Marhamchurch Parish Council

Clerk: Mrs E Hawkins
07938 519 364 clerk@marhamchurch-pc.gov.uk

Notice is given that the meeting of the Parish Council will be held in Marhamchurch Sunday School on TUESDAY 1st DECEMBER 2026 at 7:30 pm for the purpose of considering and resolving the following business.

E Hawkins
Clerk to the Council. 25/11/2026

Press and Public are invited to attend. Meetings are held in a public forum and could be filmed or recorded by broadcasters, the media or members of the public (see note *below)

AGENDA

1. **To Note Section 91 Order and to note appointment of New Members as listed on Order.**
   (i) To sign Declaration of Acceptance of Office
   (ii) Register of Interest Forms & Dispensation Forms

2. **Record and Approve Apologies.**

3. **Confirm Minutes from the 13 October 2026 Meeting and ratify all decisions taken therein.**

4. **Declarations.**
   To receive declarations of the existence and nature of any Disclosable Pecuniary Interest (DPI) and any Declarations of Non-registered Interest (NRI) from members concerning items on the agenda.

5. **Dispensations.**
   a) To note approved Dispensations relevant to items on the Agenda.
   b) To discuss and determine new Dispensations received.

6. **Matters Arising** – for report only.

7. **Public Open Session.**
   To receive statements, questions, and answers from the public on an agenda item.

8. **Correspondence.**

9. **Planning.**
   a) **Decision Notices/Updates:**
      (i) **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. APPROVED.
      (ii) **PA26/06812** | Non-material amendment in relation to decision notice PA23/07430 dated 15.11.2023 for introduction of a CIL phasing plan | Land West Of Crest Haven Hobbacott Lane Marhamchurch Bude. APPROVED with conditions.

(iii) **PA26/05572 |** Application for a Lawful Development Certificate for a Proposed Rear Extension , which complies with the criteria for Permitted Development | Little Orchard Pinch Hill Marhamchurch.

(iv) **PA26/06332 |** Submission of details to discharge Conditions 3, 4, 5, 6, 7 and 8 in respect of Decision Notice PA25/04531 dated 18.06.2026 | East Helscott Farm Marhamchurch. DISCHARGED.

(v) **PA26/07057 |** Non-material amendment in relation to decision notice PA25/08403 dated 03/03/2026 to amend the wording of Condition 3 relating to surface water drainage. - The White House Hobbacott Lane Marhamchurch**.** Approved with conditions.

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

(i) **PA26/05068** | Alterations to a barn conversion approved under PA17/06040, comprising a continuous roof ridge in lieu of the approved stepped ridge and a raised patio with glass balustrade within the residential curtilage.|Langford Dairy Marhamchurch.

(ii) **PA26/07201** | Listed Building Consent for the restoration and extension of existing curtilage listed building to form agricultural storage and workshop facility with variation of Condition 5 of decision notice PA24/08765 dated 05.02.25|Woodknowle Farm Sharlands Road Marhamchurch**.**

(iii) **PA26/06544**|Proposed change of use of land to domestic garden and construction of a ancillary building for office and overspill accommodation and parking spaces|Croft Cottage Hobbacott Lane Marhamchurch.

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

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

a) Chairman

b) Cornwall Councillor.

c) Playpark.
(i) Safety checks.
(ii) Maintenance updates.
(iii) Quote for annual inspection £202.40+VAT

d) The Clerk

11. **The Hele Valley Trail.**
(i) Feedback from TreeFella
(ii) Signage
(iii) The council resolves to write to Bude-Stratton Town Council to formally request that they consider taking ownership of Hele Valley Trail from Marhamchurch Parish Council. (T O'S)

(iv) To discuss alternative options to support Marhamchurch PC in the management of Hele Valley Trail.

12. **Parish Grant Applications.**
    (i) Exercise 4 Mobility
    (ii) Holsworthy Rural Community Transport
    (iii) Marhamchurch Preschool
    (iv) Marhamchurch PSFA
    (v) Marhamchurch Snooker Club

13. **Draft budget and Precept for 27/28 financial year.**

14. **Annual staff review.**
    To review recommendations from Annual Staff Review Meeting held on 15 October 2026.

15. **Village Shop Public Conveniences.**
    To review request from MVSL:
    1. Is the provision of an emergency pull cord mandatory in a public toilet which has disabled facilities?
    2. Who is it envisaged would respond to the emergency, should the alarm cord be activated?

16. **Training.** – to agree and authorise.
    (i) CALC training schedule circulated via email.
    (ii) Lynher Training's Basic Tree Inspection course on the 17th of November at Cotehele House.

17. **To Note:**
    (i) Quarterly financial check July to September 2026.
    (ii) Quarterly Budget Report.
    (iii) Detailed Accounts to 30 September 2026.

18. **Finance & Legislation.**
    a) Approval of payments of £TBC as per schedule and retrospective approval of Clerk salary, HMRC payments & Pension payments and consider payment of urgent accounts presented by the date of the meeting. To authorise Clerk salary, HMRC & Pension payment for 15th December payment.
    b) To note Income & Bank Balances as per the schedule.
    c) To note Bank reconciliations.

19. **Parish Matters** – Agree action and authorise associated expenditure.

20. **Urgent Matters raised with the Chairman since the agenda was published.**

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

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."