

## Marhamchurch Parish Council

Tuesday 21<sup>st</sup> June 2016

A meeting of the Parish Council was held in the Methodist Sunday School on the above date at 7.35pm.

**Councillors present:** Chairman Mr R Hockin, Messrs R Blewett, S Colwill, T Edwards, T Perry, M Grills and Mrs J Walter. Mrs I Waterhouse arrived at 7.40pm

Also in attendance C Cllr N Chopak and the Clerk, Mrs B Heathcote.

Approximately 10 members of the public were present for some of the meeting.

**Apologies** – Mr J Petherick and Mrs F Hunt

### Declarations of Interest

16/102 Mr M Grills declared a NRI interest in Item 19, Marhamchurch Village Hall and requested a dispensation

### Dispensations.

16/103 Mr M Grills' wife is a Trustee of the Village Hall. Mr M Grills had not prepared a request form in advance of the meeting but he requested a dispensation to allow him remain in the room for the discussion and any voting in matters relating to the Village Hall. He will not take part in the vote. The Councillors voted unanimously to approve his request for a dispensation to remain until the planned Election in May.

### Register of Interests

16/104 Councillors were reminded to advise the Clerk at any time of any changes.

### Public Open Session To receive questions and answers from the public on an agenda item.

16/105a Following a request, from those present in relation to Planning Application PA16/04292, to be able to speak later when the application is discussed, the councillors agreed.

16/105b Mr P Jones advised that broadband is connected in the temporary premises of the Community Village Shop in the Village Hall.

### Confirmation of the Minutes of the Meeting of the Parish Council held on May 17<sup>th</sup> 2016

16/106 The minutes were approved and signed by the Chairman.

### Matters Arising.

16/107 Concern was expressed that the grass on the verge by the corner of Sharlands (Heywood Corner) has not been cut and that only part of the Churchyard grass has been cut.

### Correspondence.

16/108a The following items were placed for circulation on 24<sup>th</sup> May and 13<sup>th</sup> June 2016 respectively

- i) Copies of Reports that were on display at Annual Parish meeting + Reports from PCSO G Langan & Cllr N Chopak.
- ii) HAGS letter and leaflet.
- iii) Director of Public Health Report 2015/16
- iv) *for* Cornwall May 2016.
- v) Bills announced in Queen's Speech 2016
- vi) CC Communities and Devolution Bulletin May 2016.
- vii) RSPB Briefing statement on urban gulls.
- viii) Flyer from Iron Brothers
- ix) Email from T O'Sullivan
- x) *for* Cornwall latest newsletter
- xi) CALC Newsletter May 2016.
- xii) CC Communities and Devolution – Special Bulletin June 2016 - + info graphic report.
- xiii) NALC Public Works Loans Board update.
- xiv) CALC re national development and updates from NALC
- xv) NALC Parliamentary briefing - Bus Service Bill.

- xvi) CC Communities & Devolution Newsletter June 2016 & flyer re Why Cornwall Needs Cornish.
- xvii) Letter and petition from Camborne TC re Green Spaces devotion.
- xviii) CC Communities & Devolution Bulletin – One public transport system. –Survey Deadline 01.07.16.

16/108b Correspondence dealt with at the meeting

- xix) The poster from CC, ‘How we can improve information and support in Cornwall’ will be displayed in the NB.
- xx) CC Communities and Devolution Bulletin – CC Governance Review events’ dates. The nearest meeting is Launceston Town Hall on 20<sup>th</sup> July at 7pm.
- xxi) CRCC: Rural and Farming Network event 07.07.16 at the Town Hall Truro City Council.

## **Planning**

16/109a Decision Notices/Updates:

- i) PA16/03319 - Proposed Extensions and Alterations to Existing Dwelling - White Lodge Marhamchurch. Mr Christopher Smart. Approved.

16/109b Applications:

- i) PA16/04290 - Remove the existing porch on the north side of the bungalow and build a block and render room with a pitched roof to be used as a kitchen. 43 St Marwenne Close. Mr P Schubert. The plans were viewed and following the discussion, it was unanimously agreed to recommend approval.
- ii) PA16/04292 – Installation of a gas grid entry unit and associated plant, including underground pipework. East Helscott Mr & Mrs R & L Bray (Bray-Biddick). Mrs L Biddick -Bray gave an overview of the background for the reasons for the proposal and explained that this is the first stage and can go ahead without stage 2 if necessary but the ultimate aim is to have an agricultural anaerobic digestion facility. Stage 2 will warrant a subsequent planning application. The plans were viewed and representatives from Qila Energy provided technical information and answered various questions about the system and processes. Mr R Bray was able to identify specific areas on the map and answer questions. Following the discussion, the parish council voted in favour of the application – Mr M Grills abstained.

16/109c Outcome of CC Planning Committee meeting re PA16/00853.

Mr R Hockin had been invited to attend a private meeting, organised by the Chair of the East Cornwall Planning Committee, held in Bodmin in May. Also in attendance had been Mr S Rudman and his agent; Mr J Milverton for Marhamchurch Conservation Group; Cllr N Chopak and the planning officer Mr J Rudge.

The proposal was subsequently dealt with at the East Cornwall Planning Committee meeting on 20.06.16 at which it was refused 12 v 2.

Following a short discussion, although concern was expressed about the unkempt state of the car park and the storage container which is all very unattractive in a conservation area, it was agreed to take no action at this time.

## **Cllr N Chopak.**

16/110 CORY has been sold to BIFFA and the recycling and waste collection arrangements should remain the same although in time the collection dates/times may change. Cllr Chopak advised that the garden waste scheme costing £26 or £32 per annum is available and also for those who experience problems caused by seagulls breaking open rubbish bags, reusable seagull proof bags can be purchased from the One Stop Shop for £3.50. Following the Week St Mary Wind Turbine Appeal, the inspector has recently visited the homes that will be the most effected by the proposal. Cllr Chopak has arranged a meeting for 06.07.16 at 10.30am with 2 CC highway officers to discuss speed controls outside the primary school; she hopes that someone from the parish council can attend.

## **Application for a CC Grant from the Local Devolution Fund.**

16/111 There was a discussion about the information received that broadband is connected in the temporary shop premises. It was resolved to proceed with the grant request.

### **Neighbourhood Plan**

16/112 The Clerk was directed to email Mr J Petherick and suggest that he register interest with Cornwall Council that the parish council is considering having a Neighbourhood Plan.

### **Annual Insurance – update re items covered and premium adjustment.**

16/113a If the two picnic benches in the playpark are covered for material risk there is no increase to the premium this year. Adding two items of play equipment (4 x springer and jeep) for public liability and all risks would be an additional annual premium of £26 however because this would be classed as an adjustment to the policy as the renewal has been processed – no extra charge at this time. The premium may increase in 2017 by £26 due to this change. It was resolved to include the above items and review for material cover next year. After research, the Clerk has valued the red kiosk at £1,000. The annual charge for all risks is £4.96 but as this is under the minimum charge the insurers will not make an additional charge this year. It was resolved to include the kiosk in the list of items covered. FLEET has advised that the complete cost to replace the defibrillator is £3,780. The annual premium cost would be £18.32 to add the defibrillator but there would be no charge made until next renewal. However Zurich need confirmation of ownership and responsibility in order for them to provide cover under the terms of the policy. It was resolved to include the equipment in the list of items covered. The Clerk will check ownership and responsibility.

16/113b Mr M Grills queried if the two benches in the Revel Field are covered under the policy. The Clerk confirmed that there are 2 benches listed but she thought they referred to one outside the Village Hall and one in front of the Church wall. It was agreed to clarify with Mrs F Hunt.

### **Update re BT tariff for telephone and broadband.**

16/114 Following the problems with BT as discussed in May, about which the Clerk had contacted BT to resolve, the overcharge has not been corrected and the increased tariff is still being charged. After further communication with BT, the Clerk has received emailed assurances that the error will be corrected and as an apology BT has adjusted terms. Broadband usage will be increased; the cost per month for calls and broadband will be reduced from £20 to £8; the cost of unlimited anytime calls to UK landlines will be reduced from £7.95 to £5.00 increasing to £5.50 from July 2016. This will reduce the overall annual cost to nearly £180 this year.

### **Review Clerk's Salary.**

16/115 Information from NALC and SLCC had been circulated - an agreement has been reached – new pay scales for 2016 -17 to be implemented and backdated to 01.04.16 and for 2017/18 with effect from 01.04.17. The Clerk is currently on scale 27 – hourly rate is £12.317. SCP 27 for 2016/17 is £12.440 and for 2017/18 £12.564.

The Clerk requested that her hours are increased by 1 per week to a total of 13 on account of the work involved with the Transparency Code, website and paperless planning. The room rent would remain at £6.818 per week. The total annual increase is £575.83 and £323.83 will be claimed as part of the entitled reimbursement cost resulting from the Transparency Code work. The Chairman advised that the Clerk's salary represents a high percentage of the precept but that the hours required to do the work are necessary and is something that must be borne in mind when agreeing the precept for the following year. Mr M Grills proposed increasing the Clerk's hour from 12 to 13 per week at the new rate from April 2016 with unanimous approval.

### **Response from Bude Stratton TC re Weed Treatment.**

16/116 Following 3 emails – B&S TC Clerk responded that they are short staffed and the outdoor team is short staffed and the new manager for the team does not start until towards the end of the month so she is unable to give a time frame for the weed treatment. B&S TC also needs to check with the relevant committee regarding agreeing the costs for future years. .

### **Maintenance of Millennium Benches.**

16/117 The benches are now 16 years old and need some maintenance. Ways of cleaning and treating them were discussed and Messrs R Hockin and R Blewett agreed to look at them before the next meeting.

Mr S Colwill reported that the bench in Hobbacott Lane has been damaged and further investigations will be made.

### **Community Benefit Fund**

16/118 a) Review previous suggestions.

21 in favour of new premises for the Community Shop,

8 for Playpark improvements;

3 for better signage,

3 for the Revel Field,

3 for an off road multi use path to access the Cycle path and Canal at Hele Bridge;

3 for St Marwenne Church,

3 for Village hall

2 for The Methodist Church,

2 for 30mph speed limits to be positioned further out of the village,

2 for sleeping policemen,

1 for the Hare Walk project – safer cycling over Whalesborough;

1 for flower tubs.

1 for Revel shelter

b) Update re Village Hall – work on the new heating is due to start soon.

Update re Playpark – the new jeep is due to be delivered soon.

Update re Revel Field – Mr M Grills declared a NRI interest and requested a dispensation. Mr M Grills' wife is a Trustee of the Revel Field. Mr M Grills had not prepared a form in advance of the meeting but he requested a dispensation to allow him remain in the room for the discussion and any voting in matters relating to the Revel Field. He will not take part in the vote. The Councillors voted unanimously to approve his request for a dispensation to remain until the planned Election in May. A J Heywood & Sons have provided an estimate (£350 + VAT) for work required before the fence can be erected. Following the discussion, Mr R Blewett proposed that funds from the Community Benefit fund can be allocated for the work, Messrs M Grills and Mr T Edwards abstained and the proposal was carried. The Clerk will forward the estimate and a grant application to Mr R Corney.

### **Request from the Village Hall for a grant towards the Snooker room roof repairs.**

16/119 A letter from the Village Hall Trustees had been received and circulated. The trustees are requesting £2,500 as part of matched funding toward re-roofing the snooker room. The Clerk has made enquiries about parish council powers to use funds for the village hall charity which is owned by the Diocese and leased for 35 year lease, including responsibility for maintenance. Following correspondence with CALL/NALC, NALC solicitor has advised that the salient issue is the status and nature of the charity. If the hall is an ecclesiastical charity, in her view, S8(1) would prevent the parish council from making a donation but if it is not an ecclesiastical charity, in her view, the parish council has the power to make a grant on the basis the trustees have a lease of the hall and are responsible for maintenance. S19 (3) of the LG (Miscellaneous Provisions) Act 1976 could be the relevant power on the basis the charity is a not for profit body. The trustees have confirmed that it is not an ecclesiastical trust.

Following the discussion, Mr R Hockin proposed pledging £2,500 towards the roof, with unanimous approval. Mr M Grills abstained. The Clerk will forward a grant request to the trustees.

### **Renewal subscriptions:**

16/120 a) Information Commissioner Data Protection- Statutory requirement subscription is £35. The parish council resolved to pay the fee.

b) Society of Local Council Clerks. Based on last year's salary, the annual premium is £103. The parish council resolved to pay the fee.

c) Renewal for Small Business Hosting for the parish council website - £106.80. The parish council resolved to pay the fee. The Clerk will claim reimbursement on the Transparency Fund claim.

**IT support for Clerk.**

16/121 Following the upgrade to Windows 10 – there were some glitches/issues including the backup hard drive was full. There were advantages to having the new laptop linked to the main computer. The Clerk had tried to resolve the matters without success and arranged for a visit from Mr D Dollin. The total cost, including some training £45.00. The councillors gave retrospective approval.

**Annual Reviews**

16/122 Deferred

**Playpark Terms of Reference, Constitution and Minutes’ approval.**

16/123.Deferred

**Employer’s Pension Scheme**

16/124 The Clerk has undertaken the necessary on-line process to date. Mr R Hockin queried if a pension provider had been registered. The Clerk will check at which point this will be a requirement – the staging date for the parish council is 01.04 17.

**Finance:**

16/125: a) It was resolved to authorise payments totalling £2477.84 as per schedule plus £194.75 (Bude Computers - IT support, RG Blewett - Cemetery Grass, Mr R Hockin – Planning meeting travel).

|                                 |                                  |             |            |
|---------------------------------|----------------------------------|-------------|------------|
| b) Income                       | Cemetery Burial Plot (T Gliddon) |             | £140.00    |
| c) Bank Balances.as at 18.06.16 | Monmouthshire B/Soc              |             | £21,000.79 |
|                                 | TSB                              | Int Acc     | £ 4,944.25 |
|                                 | TSB                              | Current Acc | £ 4,549.62 |
|                                 | Playpark                         | Int Acc     | £ 1,000.34 |
|                                 | TSB                              | Current Acc | £ 4545.22  |

**Other Parish Matters**

16/126 a) Highways – The Clerk will notify CC of the following: a pothole at the junction of Helebridge Road and A39; overgrown/missing ‘Give Way’ signs and no road junction markings at Chrisney Cross, no paint markings on the kerbs at the Helebridge Road/A39 junction.

b) Public Toilets – The Cleaner has provided some holiday dates. The current electricity agreement with EDF is due to expire on 30.06.16. The Clerk had contacted EDF and the 3 year rate including a 7% discount for DD payment will work out to be £95.13 per annum. Which is approximately £10 less than the other EDF price offers. It was unanimously resolved to renew for a 3 year fixed tariff.

c) Parish Cemetery - Mr M Grills has provided a water butt container. A new tap £4.99 has been purchased and connected. There are 2 butts in place.

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

16/127 Mr R Corney has suggested having posters placed in public buildings and noticeboards with information about the defibrillator. The Clerk will print posters on coloured paper and Mr R Blewett offered get them laminated

**Date and time of next meeting and Items for next Agenda.**

16/128 a) July19th in the Methodist Sunday School room.

b) Cemetery Fees and /Conditions Annual Review, Playpark Terms of Reference