

Marhamchurch Parish Council

Tuesday 17th January 2017

A meeting of the Parish Council was held in the Methodist Sunday School on the above date at 7.30pm.

Councillors present: Chairman Mr R Hockin, Messrs J Petherick, M Grills, R Blewett, S Colwill, T Perry, T Edwards, Mrs F Hunt, Mrs I Waterhouse & Mrs J Walter.

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

Approximately 6 members of the public were present for part of the meeting

No Apologies.

Declarations of Interest

17/01 Mr S Colwill declared an interest in Item 15b Cemetery Cremation memorial.

Dispensations.

17/02 No requests for dispensations were received.

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

17/03 Mr P Wonnacott, Planning Agent gave some information about planning application PA17/00016. He enquired why PA16/11422 is on our agenda as it is not in our parish.

Confirmation of the Minutes of the Meeting of the Parish Council held on November 15th 2016.

17/04 The minutes were approved and signed by the Chairman.

Matters Arising.

17/05a **Para 16/204a –Public Open Session – Footpaths.** Cllr Chopak has spoken to Mr C Monks about the damaged bridge on Sharlands footpath but so far there is nothing to report. CC has first to inspect the bridge to gauge the repairs necessary. Cllr Chopak added that the Countryside Team are very short staffed so it may be some while before they can find the time to make their inspection. Mr R Blewett confirmed that he and Mr D Fensom are planning to have a look when the weather is better.

17/05b **Para 16/214 Council Tax Referendum** The Secretary of State for Communities and Local Government has announced the publication of the provisional 2017/18 Local Government Finance Settlement in which he said that the proposed introduction of Council Tax referendum limits to larger Town and Parish Councils will be deferred in 2017/18. He did however state that the Government will continue to monitor the situation and that he would expect Town and Parish Councils to clearly demonstrate restraint and that the Government would look to make excessive increases more transparent.

17/05c **Para 16/223 Marhamchurch C of E VC Primary School.** Mr S Colwill advised that the consultation period has ended and that the application to join the Saint's Way Multi Academy Trust is being processed.

17/05d **Para 16/227 Urgent Matters Obscene Writing on side of lorry.** The meeting was informed that it has been referred to CC Planning under enforcement.

Correspondence.

17/06a The following items (most of which had been emailed) were placed for circulation on 07.12.16

- i) LCR.
- ii) CC Public Health Dept. – Guide to Winter Wellbeing.
- iii) CC Communities & Devolution Newsletter Nov 2016.
- iv) CC Communities & Devolution Special Bulletin – Dogs on Beaches.
- v) CC Communities & Devolution Special Bulletin – 2017 Off Street Parking orders.
- vi) CC Communities & Devolution Special Bulletin – Sustainability & Transformation Plan.
- vii) NALC Policy Consultation - PC16-16 Post Offices.
- viii) CALC Weekly News Roundups 25.11.16, 02.12.16.
- ix) CALC Email - Election costs 2017.

17/06b The following items (most of which had been emailed) were placed for circulation on 07.01.17

- i) Clerks & Councils Direct.

- ii) Cornwall and Isles of Scilly Health and Social Care Plan – Sustainability and Transformation Plan engagement.+ Surveys
 - iii) C 4 C – Local councillors Fight back.
 - iv) CC Communities & Devolution December 2016 – Message from John Pollard.
 - v) Email from S Mann MP re St Ives Town Council’s main residency condition and the impact on Neighbourhood Plans.
 - vi) CALC Weekly News Roundup: 18.11.16 & LAIS 1394, 09.12.16, 16.12.16, 06.01.17 & copy of LTN 5 – Parish & Community meetings.
 - vii) Neighbourhood Planning Update bulletin December 2016.
 - viii) CC Public Space Team Leader update on ‘Pop-up’ Trade concessions.
 - ix) CC Communities & Devolution Special Bulletin – Lantern & balloon ban.
- 17/06c The following items were placed for circulation on 17.01.17.
- i) Cornwall Community Land Trust Information Sheet & details about a free seminar in Truro on 27.01.17.
 - ii) CC Communities & Devolution (12.01.17) Drug & Alcohol Needs Assessment – 2017-2020 Commissioning Plan.
 - iii) CC Communities & Devolution Special Bulletin – Library & Information Service Devolution Programme update.
 - iv) CALC Weekly news roundup 13.01.17
 - v) Charter 4 Cornwall campaign email + their values and the 4 pledges.
 - vi) WPD Stakeholder workshop details.
- 17/06d The following items were dealt with at the meeting
- i) Letter of thanks from Marhamchurch Village Hall Trustees for the donation from the Community Benefit Fund.
 - ii) Bude Community Network meeting on 09.01.17 – report from the Chairman. The main topic discussed was the NHS 5-year plan – Cornwall and the Isles of Scilly Sustainability & Transformation Plan. Agreement was also reached on the last applications from the Local Devolution Fund and the monies should be received soon.
 - iii) CRHA 4 bedroom house in Old Canal Close (max 6 persons) available.

Planning

17/07a Decision Notices/Updates.

- i) PA16/11711 - Non-material amendment following grant of planning permission PA16/03319. Proposed Extensions and Alterations to Existing dwelling, namely minor elevational changes. The White Lodge Marhamchurch. Mr & Mrs C Smart. Approved.

17/07b Applications/Appeals.

- i) PA16/10734 - Construction of general purpose agricultural building. Land South Of Hilton Road Marhamchurch. Mr Benjamin Marsh. Mr S Colwill had circulated an email to councillors about some concerns expressed by some residents in Hobbacott Lane ie livestock noise and that it may set a precedent for more buildings in the field. The application has been withdrawn, however, the planning officer has requested comments from the parish council as it is being suggested the site may be changed to be nearer Hilton Road. Following a discussion, the Clerk was directed to respond that there are reservations about the withdrawn proposal but they cannot make any comment on any similar proposal without plans.
- ii) PA16/11220 - Proposed Porch. 7 Hobbacott Lane Marhamchurch. Mr S Short. Following examination of the plans and the discussion, it was unanimously resolved to recommend approval.
- iii) PA16/11711 - Non-material amendment following grant of planning permission PA16/03319. Proposed Extensions and Alterations to Existing dwelling, namely minor elevational changes. The White Lodge Marhamchurch. Mr & Mrs C Smart. The application was approved by CC before parish council meeting. However, the Clerk has been advised by the planning officer that the proposed changes do not result in a detrimental impact visually or in terms of amenity and relate to minor changes to ground floor sliding doors and high level windows.

- iv) PA17/00016 - Lifting of agricultural occupancy condition on decision 1288/E (application E/STR/50/1550) dated 16.03.1950. Oakdene Marhamchurch. Mrs S Kirby. Following a discussion, it was unanimously resolved to recommend approval.
- v) PA16/11422 - Change of use from agriculture to use for mountain boarding, together with the siting of two small portable timber sheds for associated storage purposes. Land North of Bagbury Farm Bagbury Road. Short & Son. Although the site is not in Marhamchurch parish the planning officer had agreed to accept comments. Following a short discussion, it was agreed not to comment.
- vi) For information only PA16/03651/PREAPP - Pre-application advice for erection of new-build detached dwelling, with garage or car port. Hillside Helebridge Road Marhamchurch. Andrew and Helen Covell. Cllr N Chopak advised that parish council can comment on pre-applications. Following a short discussion the Clerk was directed to write to the planning officer commenting that the site is on a floodplain and that a previous pre-application proposal for a similar application for a property the other side of the river (down the lane to Hele Mill) had been recommended unsuitable.

Cllr N Chopak.

17/08 Cllr Chopak commented that it is important that people respond to the Health and Social Care Plan and to bear in mind that in this area we are affected by hospital cover in N Devon and to be aware of the plans to remove some types of cover in NDDH (Barnstaple) such as maternity, cancer care, and stroke care. She also advised that the deadline for the return of surveys has been extended. Cllr Chopak also spoke about the adult social care financial issues and lack of funding, and that it is estimated that this year there will be a £7.6million overspend. CC is currently reviewing their services and there is a discussion about closing all CC care homes. Regarding potholes, Cllr Chopak advised that CORMAC have a team who are being proactive and checking the roads and effecting repairs when necessary rather than waiting be advised of problems. It was pointed out that there are still several potholes in the parish and Cllr Chopak offered to follow this up with the Highways Officer. Cllr Chopak advised that, as the CC Local Plan was adopted following The Big Field Wind Farm Appeal Hearing, parish council have been sent an email inviting them to comment if there is information in the Local Plan that is relevant to the proposal.

Traffic Speed Sensor.

17/09 Cllr Chopak confirmed she is still liaising with CC Highways Officer, Mr O Jones but she has no idea when a speed sensor or which type will become available. It was agreed to place the matter on the next agenda.

Update re Community Asset Listing application.

17/10 CC responded in December asking for more information about the sort of community use the car park would be used for and would it be associated with the Bullers Arms if it were to be purchased and placed in trust. The Clerk was directed to respond that if it was owned and run by a Trust, it is anticipated that the uses would include as many and varied types of social community events as possible such as barbeques, car boot sales, food fayres, car club meetings, Revel Hog Roasts to interest as many as possible and thereby improve the social well-being of the parish and community. It would also be anticipated that the car parking area would be leased to the Bullers Arms Hotel for use by their patrons.

Neighbourhood Plan.

17/11 CC approved the Designation of a Neighbourhood Area request on 04.01.17 which formally initiates the Neighbourhood Plan process. Mr J Petherick had prepared a handout with suggestions for the next steps: to engage with as many elements of the local community as possible; the parish council to establish an interim Working Group of 4 or so parish councillors to progress with the next stages with an aim of setting up a formal Neighbourhood Plan Steering Group (the brief is attached to these minutes). Mr Petherick will prepare information to go in the newsletter. Mrs J Walter, Mrs F Hunt, Mr R Hockin and Mr S Colwill offered to be part of the initial working party. It was also suggested

to have CC Bude Area Link Officer, Mr C Sims to visit and provide information and advice. Cllr N Chopak mentioned that Week St Mary and Poundstock parish councils are at a similar stage with setting up a Plan and it was agreed that Cllr Chopak will arrange a joint meeting with the respective parish council members and Mr C Sims.

Public Toilets

- 17/12 a) Damage to light sensor in ladies toilet. The sensor had been vandalised and broken in December and the Clerk agreed to Mr Amos-Yeo's offer to get and fix a replacement. The cost of the replacement equipment was £35.65 inc VAT. Unfortunately someone has tried to damage the replacement sensor, but it is still working. The Clerk was directed to investigate to see if a guard can be placed over the sensor to protect it.
- b) The Clerk will ask Mr Amos-Yeo to adjust the light sensor in the gents so that it stays on longer.
- c) The last electrical safety check was undertaken in October 2014 by F Hodges. A visual inspection should be carried out annually, this is to see if any part of the electrical installation is obviously damaged, ie. broken socket, broken light fitting etc. This can be carried out by anyone, and does not need to be by a qualified electrician. If any damage is noticed on the visual inspection then this should be repaired, and if the damage may have caused the wiring itself to be compromised then further testing may be required as part of the repair. A full inspection and testing of the installation on a public building is recommended every 5 years. Mr J Petherick mentioned that the kiosk with the defibrillator should be checked also and the Clerk will make a note for the check to be done on the toilets and kiosk in October 2019.

Community Benefit Fund

- 17/13 a) Update re Revel Field. Mr M Grills advised there has been no progress
- b) Deal with other CBF matters received by the date of the meeting. A completed application form had been received from Marhamchurch Parent & Toddler group requesting £150 to help run the group and get more toys. It was mentioned that storage of more toys in the Sunday School may be problematic and Mr R Blewett agreed to find out more. Mrs J Walter advised she thought they were hoping to get more art and craft materials rather than large toys. It was agreed to defer the decision to the next meeting. The Chairman advised it has been suggested to investigate having floodlighting in the Revel Field to enable the night flying Air Ambulance to land. The Clerk was directed to contact Cornwall Air Ambulance to find out more.

Parish Cemetery –

- 17/14 a) Request to reserve a plot in the next row. In December there were 3 applications from parishioners to reserve burial plots. One couple stated a preference for the plot nearest the path on the next row. After allocating the 2 reservations, there are 4 remaining plots in the current row. It was unanimously resolved to approve the request and Plot No 96 will be allocated.
- b) Request to place a memorial tablet with possession of the Exclusive Right of Burial. The request is from Mr S Colwill to place a memorial on the late Mr A Phillip's plot. The Chairman suggested, and the councillors agreed, that Mr Colwill remain in the room during the discussion to answer questions. The Clerk pointed out the restrictions that form part of the legal requirements in relation with an EROB. Following a discussion it was resolved that the Clerk will write to the son, who it is assumed was a beneficiary of the estate, including the EROB. The letter, advising about the request from Mr S Colwill, to erect a memorial stone, will be sent recorded/proof of delivery letter. The letter will incorporate a deadline for a reply advising that, unless the parish council receive something in writing to the contrary, it will be assumed he has no objection. It was also resolved that should there be any repercussions in the future, that Mr S Colwill will undertake responsibility for removing the memorial stone at his expense. Mr S Colwill was made aware of and accepted the condition.

Playpark

- 17/15 a) Approve of Minutes dated 10.10.16 & 09.11.16 – Copies of the minutes had been circulated and it was resolved to approve both sets.

b) Annual Safety check. CORMAC Solutions Ltd has completed their annual safety inspection and a report was emailed to the Clerk. The inspection has also included the basketball area and football post area. There are a few areas identified as having a moderate risk and the majority is low or very low risk. A copy was given to Mrs F Hunt.

Millennium Bench Maintenance.

17/16 The Chairman suggested waiting until the weather is better

Broadband Installation.

17/17 The funds are still awaited.

Update from Bude Stratton TC re the areas in the parish they have the contract to maintain.

17/18 The Clerk has emailed BS TC Facilities Manager several times but still not had a reply, until today, from the town clerk advising that the FM has left the council and she needs time to check things.

Defibrillator Training.

17/19 There has been no further information and the Clerk will try to find out more.

Review protocol for dealing with Developers in respect of pre-planning developments.

17/20 Following advice from NALC, the parish council adopted their protocol in 2015. The Cornwall Planning Partnership has been working with CC to produce a protocol, which CALC has sent urging the parish council to sign up to the new protocol. The Clerk is waiting to hear back from CALC if we can continue with the one already adopted.

Finance

- 17/21 :a) It was resolved to authorise payments totalling £2291.00 from December and £1002.42 and £101.26 (Playpark) for January as per schedule plus £456.00 (S Jose footpath maintenance).
b) The Clerk did not have details of individual items of income but estimated that there had been nearly £1000 income resulting from cemetery plot reservations, interments and memorials.
c) Bank Balances - The Clerk did not have details to report at the meeting.

Other Parish Matters

- 17/22 a) Footpaths – Mr S Jose had submitted his invoice for the year's maintenance of £380.00 + VAT, the total allocated from CC was £431. The Clerk had suggested to Cllr Chopak that the balance could go towards the cost to the parish council of doing the repairs to Sharlands Bridge.
b) Elections – The Clerk advised she has forwarded an email with links to website with information about the Parish Council Elections in May 2017. The Clerk also advised that Nomination Packs may have to be collected from the Electoral Office (probably St Austell) by the parish council as CC may not be able to send them out. CC has stipulated that all completed nomination papers must be delivered to CC Electoral Office.

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

17/23 Mr R Blewett suggested, and it was agreed by the councillors, that the Clerk write to the Shop Committee to thank them all for all their hard work in running and maintaining the shop service. It was agreed that there are many people involved in various ways and the Clerk will also place a thankyou note on the parish noticeboard.

Date and Items for next Agenda.

- 17/24 a) Tuesday 21st February 2017.
b) Financial Regulations; Parish Council Elections; CORMAC Local Maintenance Partnership 2017/18; Weed Treatment.