

Marhamchurch Parish Council

Tuesday 18 February 2020

A meeting of the Parish Council was held in the Methodist Sunday School on the above date at 7:30pm.

Councillors Present:

20/28: Chair Cllr J Walter, Vice Chair Cllr T Perry, Cllr F Hunt, Cllr T O'Sullivan, Cllr T Edwards, Cllr I Waterhouse.

Also in attendance: Cornwall County Cllr N Chopak & Clerk Mrs E Hawkins.

5 members of the public were present for the meeting.

Cllr Walter opened the meeting by welcoming everyone. Cllr Walter wished to take this opportunity to remind all Cllrs of their responsibility to adhere to the Standing Orders and that each Cllr will have no more than 3 minutes discussion per agenda item. Following a difficult last meeting, Cllr Walter asked everyone to treat each other respectfully, and if a repeat of last meeting occurs, that she will not hesitate to defer the meeting should it be necessary.

Record and Approve Apologies.

20/29: Cllr R Bray sent his apologies due to work commitments. Cllr Kerr sent his apologies as he was on holiday. Cllr Butler sent her apologies as she had family commitments. A Cllr advised that Cllr Crum had a Poppy Appeal Committee meeting. It was resolved to approve the apologies. Proposed Cllr Edwards. Seconded Cllr Hunt. Unanimous.

Declarations.

20/30: None received.

Dispensations.

20/31: None received.

Public Open Session.

20/32: No comments received.

Confirm the Minutes of the previous Meeting.

20/33: Following the debate at the January meeting re approval of Extraordinary Minutes the Clerk read out the following statement:

As stated in Standing Orders (Point 3r. page 7):

The minutes of a meeting shall include an accurate record of the following:

- (i) The time and place of the meeting;
- (ii) The names of councillors present and absent;
- (iii) Interests that have been declared by councillors and non-councillors with voting rights;
- (iv) Whether a councillor or non-councillor with voting rights left the meeting when matter that they held interests in were being considered;
- (v) If there was a public participation session; and

(vi) The resolutions made.

It was resolved to approve the minutes and ratify all decisions made at the extraordinary meeting held on 18 December 2019. Proposed Cllr Edwards. Seconded Cllr Hunt. 4 voted in favour. 1 against. 1 abstained. The Chair, Cllr Walter signed them as a correct record.

It was resolved to approve the minutes and ratify all decisions made at the meeting held on 21 January 2020 with the following amendment inserted after the words: (ref 20/06 paragraph 3) Following a lengthy discussion...*"a resolution was made to defer approval, and the clerk was directed to make contact with CALC to seek clarification on process. Proposed Cllr Edwards. Seconded Cllr Walter. 5 voted in favour. 1 against. 1 abstained.* Proposed Cllr O'Sullivan. Seconded Cllr Hunt. Unanimous. The Chair, Cllr Walter signed them as a correct record.

Matters Arising

20/34:

- (i) Breach of planning conditions at Courtlands (PA14/11524). Clerk updated that she had lodged an Enforcement Complaint Form on line, as per direction from last council meeting. No reply as yet.
- (ii) Dog Waste Bags – Clerk had emailed Joy Halliwell for further information following an email from Oliver Jones. Information had been passed onto Oliver Jones pending.
- (iii) Query was raised regarding the amount of mud on the road Pinch Hill / Pollards Hill. With agreement from Cllrs, the Chair, Cllr Walter asked Cllr Chopak if there were any updates. Cllr Chopak said she had raised this and that there is a road sweeper to clear the roads periodically. Cllrs to monitor this and feedback if growing concerns.
- (iv) Community Chest Grant – Clerk spoke with Cllr Chopak who advised that there was a nominal amount but encouraged us to apply for the new financial year. Clerk to action.

Correspondence

20/35

List circulated to Cllrs for information only – no action required.

Planning.

20/36

a) Decision Notices/Updates:

- (i) **19/00257/REF | PA19/03879** | Appeal against Cornwall Council refusal decision for agricultural tied dwelling. Land South of Penlease. Appeal in progress.
- (ii) **19/00239/REF | PA19/05045** Proposed new dwelling with detached garage | Land North Of Westlands Helebridge Road Marhamchurch. Appeal dismissed.

- (iii) **PA19/08974** | Proposed conversion of barn to form dwelling | Land East Of Langford Barton Marhamchurch. Approved.
- (iv) **PA20/00038** | Proposed ground and first floor extensions | Bay View Inn Marine Drive Widemouth Bay Bude. Approved.
- (v) **PA19/04184** Additional 24 Holiday Dwellings and Extension to Swimming Pool Building to Provide Woodchip Biomass Boiler Room with variation to conditions 2 of application no. PA17/02783 dated 09/09/18. Approved.

b) Planning Applications/Appeals:

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

- (i) **PA19/10066** | Proposed construction of dwelling to replace proposed dwelling permitted under Class Q (application PA18/07904) | Langford Orchard Marhamchurch Bude.

Cllrs reviewed the amended plans. With permission from Cllrs, Standing Orders were lifted to give the applicant an opportunity to answer questions from the Council and provide an overview. Applicant advised there had been an overall reduction in height of 1.2metres.

It was proposed to recommend approvals. Proposed Cllr Perry. Seconded Cllr Hunt. Unanimous.

- (ii) **PA20/00433** | Proposed development of existing barns into 3 holiday units include associated treatment plant and landscaping | Land West Of Harlake House Marhamchurch.

Following a review of documents, Marhamchurch Parish Council had no objections to the proposal. This was unanimously agreed. Proposed Cllr Edwards. Seconded Cllr O’Sullivan.

A request was made that, where possible, the Bude Green Five are incorporated:

1. Rainwater harvesting and grey water recycling be incorporated;
2. PV Generation and Diverter be incorporated;
3. Local sustainable building materials be used where possible;
4. Any hard standing to be of permeable materials;
5. Renewable sources of heating.

- (iii) **PA20/00313** | Non material amendment in respect of application PA15/09444 dated 18/07/2016 | Land off Hobbacott Lane Marhamchurch.

Clerk circulated this information via email, as there was a limited timeframe to reply to the Planning Officer, which was before the next scheduled Council Meeting. The Clerk asked Cllrs if they felt it necessary to call an ExtraOrdinary meeting to discuss this. 5 Cllrs responded to say that they did not feel it was necessary to call an Extraordinary Meeting. 5 Cllrs replied to say they had no objection to the planning application. No response was received from 3 Cllrs.

Clerk emailed the Planning Officer stating the following: *This item was reviewed by Cllrs and 5 of 10 Cllrs responded to say they could see no potential problems to the proposed non-material amendment, however a resolution that effect has not been passed at a Parish Council Meeting. It is therefore listed as an agenda item at our next meeting on Feb 18th to pass a resolution.*

Following further discussion, the Council passed a resolution stating they had no further comments to make on this matter. Proposed Cllr Perry. Seconded Cllr Hunt. Unanimous.

Awaiting Decisions: No update required.

PA19/09412 | Proposal Erection of 20 dwellings (including 30% affordable housing), public open space, access and associated works | Land at Hilton Road, Marhamchurch.

To receive oral or written reports and authorise any action.

20/37

a) Chairman.

Cllr Walter updated that she had attended the Community Network Panel health and Wellbeing workshop – where they discussed the 12 action Healthcare Plan, and chose 6 top priorities to focus on. It was a very interesting, and well attended workshop.

b) Cornwall Councillor N Chopak.

Cllr Chopak updated that following the Health & Wellbeing workshop they are looking now for feedback re Stratton Minor Injury Unit. What things could be improved, what works well. First hand feedback would be of particular interest, where possible.

Update re Waste & Recycling Tender which was awarded to BIFFA. All houses have now been checked by BIFFA re holiday lets and data is being processed. Current discussion being held around colour of wheelie bins which will be introduced to most Cornwall residents. Red or Green are the current options.

Dogs on Beach consultation has met with some opposition, as the ban has been listed for every beach in Cornwall (with current dog restrictions in place) which will mean that for example, Widemouth Beach will only have a ban of dogs on the beach between 10am-6pm May to Sept. There is concern that there is an expectation that certain beaches ie Widemouth Beach have dog bans in place 24hrs from May to Sept. There is a potential for this to be reviewed again.

c) Playpark

Following Cormac Safety Inspection – the tower play area is deemed unsafe for use. Cllr Hunt arranged to secure the area and attached a sign to advise it is unsafe.

Clerk met with a local Playpark installer who works with Pentagon Play – he thought that the Tower needed replacing as it is very old and could invest £3k now, for it to require another £3k in a few years. Pentagon Play will send through their brochure and will contact us if they are aware of any funding available.

Outdoor Play People – quote pending.

Cllr Hunt suggested looking into quotes for regular grass cutting. Cllr Perry to provide a quote. Clerk to source another quote if possible.

d) The Clerk.

Clerk updated that transfer in under way for the defibrillator.

Clerk attended a Smaller Councils Meeting in Crackington on Monday, which was an opportunity for local Clerks to get together. Very useful.

Reminder re Code of Conduct Training FREE sessions in March:

12 March 2020 – 10am-12.00pm – Council Chamber, New County Hall, Truro

16 March 2020 - 10:00am-12:00pm - Town Hall, Saltash

18 March 2020 – 1.30pm-3.30pm – Council Offices, Dolcoath Avenue, Camborne

Bude Area Community Network Meeting: Highways Scheme Review (4th March)10-12 at Bude TIC. Cllr Walter and Cllr Perry agreed to attend, and offer was extended out to other Cllrs.

Clerk circulated a 'Great British Spring Clean' email – Cllrs were in agreement that Clerk should sign up to this.

Bazeley Partnership Presentation PA18/12083.

20/38

Mark Roberts from The Bazeley Partnership gave a brief presentation regarding a proposed application for 4 dwellings. This presentation included details on parking provision, flood risk, materials, design and animations of the street scene both within the site and from Hobbacott Lane. Although the council were unable to offer any formal views or comments on the application, individual comment included a request that, where possible, the Bude Green Five are incorporated:

1. Rainwater harvesting and grey water recycling be incorporated;
2. PV Generation and Diverter be incorporated;
3. Local sustainable building materials be used where possible;
4. Any hard standing to be of permeable materials;
5. Renewable sources of heating.

Protocol for dealing with planning applications / non-material amendments with short timeframes.

20/39

It was agreed that if a Planning Officer cannot provide an extension to the next scheduled Council Meeting that the Clerk will circulate information via email asking the following question:

1. Do you wish to call an Extraordinary Meeting;

Unless an Extraordinary Meeting is called – Clerk will make no comments on non-material amendments.

Clerk to draft this Protocol for approval at next meeting.

PlayPark

20/40 – No further discussion required as updated at ref: 20/37c.

Climate Emergency Action Group

20/41

Cllr O'Sullivan updated that Bude & Stratton Town Council have formed a Climate Emergency Committee – which will have public open meetings for members of the public to attend should they wish. It was agreed to not make any decisions at the moment but to review in the future.

Highways Traffic Consultation. SN01-01 Widemouth Bay.

20/42

Clerk received a request from Cormac to respond to above consultation, as it had been highlighted that part falls within Marhamchurch Parish Council.

Councillors had no objections to the proposal SN01-01. Proposed Cllr Edwards. Seconded Cllr Hunt.

Unanimous. Clerk to action.

Allotments

20/43

Cllr Perry updated that it is proving difficult to access the Cornwall Council mapping online and tricky to find out what land Cornwall Council owns in the Marhamchurch Parish area. Cllr O'Sullivan updated that he had received some information from Zoe Bernard-John, which he will forward to Cllr Perry.

A query was made regarding the land/path at the bottom of Helebridge Road which leads nowhere. For further review.

Neighbourhood Development Plan.

20/44

Cllr Walter updated that Questionnaire's went out and have, so far, received 91 responses. Next meeting scheduled for 26th Feb to discuss the findings. Cllr Walter has a meeting planned with Sarah Short at Primary School to potentially get some feedback from the U11 age group.

Cllr Hunt said she would share the reminder on Newsletter Facebook page. A suggestion was made to do a count down in the Village Shop window reminding people.

Parish Footpath & Cycle Way Leaflet / Walking Map Working Party.

20/45

Cllr Waterhouse & Cllr Hunt were happy to be part of the working party, with Cllr Walter taking the lead.

A query was made re footpaths being closed after 2021 if not on map.

Community Emergency Plan.

20/46

To determine where file should be kept. Due to data safety issues, the file will need to be kept in a secure location. It was suggested that perhaps a keysafe in the phone box.

Cemetery

20/47

- (i) Replacement of Memorial Plaque - SEWELL.

Email received from AW Bryant requesting to replace the current memorial plaque and to be able to add her daughter CANDY BAKER'S name. It will be an upright memorial within regulations but will be a grey granite as opposed to a marble stone. As it is a replacement will the fee be just for the additional inscription? Or classed as a new memorial request? Following discussion, it was agreed that the fee would be just for the additional inscription (£30). Proposed Cllr Perry. Seconded Cllr Hunt. Unanimous. Clerk to action.

- (ii) Memorial Bench Installation Update

Location of bench will be along the top wall. There is a memorial bench sited there in memory of a previous Chair of Marhamchurch Parish Council and this will be along from it.

Clerk has sent letter to Mrs Hockin confirming approval, and advising that family will be responsible for the upkeep of bench. Proposal was made to approve the siting of the bench. Proposed Cllr Hunt. Seconded Cllr Waterhouse. 5 in favour. 1 abstained.

(iii) Cremation Plots

Update from site meeting re installation of another row for cremation plots. It was agreed to start a second row on southern side of path to mirror current plots. Proposed Cllr Walter. Seconded Cllr Hunt. 5 in favour. 1 abstained.

Community Infrastructure Levy.

20/48

First payment received of £3,120. We have 5 years to spend this. Clerk wanted this to be on Cllrs minds and to think of ways it can be used within Marhamchurch Parish.

The Playpark was suggested as an appropriate use of the fund. A concern around the spending criteria was raised, clerk to confirm.

The Bullers Arms – Asset of Community Value Application

20/49

Following discussion, it was agreed to review this again after the summer to see if Cllrs feel they want to submit a new application. Proposed Cllr Hunt. Seconded Cllr Edwards. 5 voted in favour. 1 against.

2020 Off-Street Parking Order

20/50

Clerk read out the proposed changes, of which none affected Marhamchurch Parish. MPC did not want to comment on the proposal.

Local Maintenance Partnership 20/21

20/51

Clerk has received paperwork from Cornwall Council re LMP 20/21. Cllrs were happy to enrol with this scheme and to continue to use contractor Steve Jose. Proposed Cllr Hunt. Seconded Cllr Waterhouse. Unanimous. Clerk to complete form and return to Cornwall Council.

Community Governance Review Update.

20/52

Clerk circulated information via email. Cllrs agreed no further action was required.

Annual Reviews – Standing Orders.

20/53

Clerk circulated the revised NALC Standing Orders 2018 and MPC current Standing Orders. It was proposed that Cllrs review documents and email any amendments / queries to Clerk. Clerk will then bring a draft copy for review at next meeting. Proposed Cllr Edwards. Seconded Cllr Waterhouse. Unanimous.

Finance & Legislation.

20/54

- a) It was resolved to approve payments totalling £1619.47, as per the schedule, plus consider payment of urgent accounts presented by the date of the meeting. Proposed Cllr Edwards. Seconded Cllr Perry. Unanimous.
- b) To note income and bank balances as per the schedule.
- c) To note Bank Reconciliations – circulated and noted by Cllrs.

Parish Matters - Agree action and authorise associated expenditure.

20/55

- a) Highway matters – potholes on Hobbacott Lane & near Trelay Farm. Cllr Walter to lodge.

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

20/56 – none received.

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

20/57

17 March 2020. Cllr Waterhouse sends her apologies as she will be away on holiday.

Community Chest Grant Application.

Meeting closed: 9:42pm.

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."