

Marhamchurch Parish Council

Tuesday 16 February 2021

An online meeting of the Parish Council was held via ZOOM video conferencing on above date at 7:30pm.

Councillors Present:

21/19: Chair Cllr J Walter, Vice Chair Cllr T Perry, Cllr I Waterhouse, Cllr Kerr, Cllr T Edwards, Cllr F Hunt, Cllr S Proudfoot, Cllr P Crum.

Also in attendance: County Councillor Nicky Chopak and Clerk Elly Hawkins.

3 members of the public were present for the meeting.

Cllr Walter opened the meeting and welcomed everyone. She advised that if excessive background noise, Cllrs may be requested to 'mute' themselves. A show of hands will be needed for voting and oral responses from the councillors without visual connection.

Cllr Bray absent.

Record and Approve Apologies.

21/20: Cllr Butler sent her apologies, due to feeling unwell. It was resolved to approve the absence.
Proposed Cllr Hunt. Seconded Cllr Waterhouse. Unanimous.

Declarations.

21/21: Cllr Perry declared the longstanding interest in Agenda item 13. This was noted by Cllrs.
No other declarations were made.

Dispensations.

21/22:

- (a) The following approved dispensations were noted by Cllrs:
Cllr Perry re Cemetery – Agenda item No. 13
- (b) No new dispensation requests were received.

Public Open Session.

21/23:

Planning Consultant offered to update regarding Planning Application PA21/00653. It was agreed, if required, to lift standing orders when Planning Application was discussed.

No further comments.

Confirm the Minutes of the previous Meeting.

21/24: It was resolved to approve the minutes and ratify all decisions made at the online meeting held on 21 January 2021. Proposed Cllr Proudfoot. Seconded Cllr Perry. Unanimous. The Chair, Cllr Walter signed them as a correct record.

Matters Arising

21/25:

- (i) White Lines on Pinch Hill

Feedback from Hwys confirmed that it's not achievable for entire length and concerns raised about impact of speed along the road. Hwys feel its detrimental to road safety.

Signed: _____ Chairman. 16/3/2021

(ii) Re-lining of junction near The Bray.
Hopeful that this will be completed before the end of the financial year.

Correspondence

21/26 – all information circulated to Cllrs via email.

- (i) Coastal Foundation Fund 2021 – Seachangers water fountain grant.
- (ii) Woodland Management Plan – been asked to make you aware that our Environment Service are developing a management plan for your local woodland (in our area, Tiscott Wood, Stratton). We're seeking your help in this work and want to hear your opinion, please visit our pages to find out more detail and to complete a survey.
- (iii) Cross Borders Health Meeting – 22nd Feb.
- (iv) Network Panel Meeting 1 March.

Planning.

21/27

a) Decision Notices/Updates:

- (i) PA20/10014 | Removal of part of hedge to create a new vehicular access to provide parking facilities | Aboukir House The Village Marhamchurch. APPROVED.
- (ii) PA19/09412 | Erection of 20 dwellings (including 30% affordable housing), public open space, access and associated works. | Land At Hilton Road Marhamchurch. APPEAL DISMISSED.

Cllr Bray joined the meeting.

b) Planning Applications/Appeals:

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

- (i) PA21/00653 | Outline application for the erection of an agricultural dwelling for a stockman / farm manager, together with use of the existing access to serve the development with some matters reserved | Beeston Farm Marhamchurch.

Following a review, it was proposed that MPC had no objections to the outline planning application. Proposed Cllr Perry. Seconded Cllr Hunt. Unanimous.

To receive oral or written reports and authorise any action.

21/28

a) Chairman.

School sign is now in place on Pinch Hill.

Flashing speed sign has now been moved from Helebridge to Pinch Hill.

Tried to join the Cycleway meeting online, but due to technical difficulties this was not possible. Received a copy of the minutes from the meeting which talked about a feasibility study.

Concerns have been flagged around Bullers building – to monitor.

Endsleigh Park concerns were circulated to Cllrs. To monitor and liaise with Cllr Chopak.

b) Cornwall Councillor N Chopak.

Cross Border Health Meeting scheduled for 22 Feb. Cllr Waterhouse confirmed she is attending.

Network Panel Meeting scheduled for 1st March.

Elections confirmed for May 6th. Concerns flagged around safety issues relating to this.

Signed: _____ Chairman. 16/3/2021

Bude/Holsworthy cycle trail – looking back at original plans in 2008 which was based along the railway line, (flooding issues and landownership issues) so possibility of looking into alternative options.

Bullers Arms buildings have raised concerns and public protection / environmental health are involved. To continue to monitor.

Speed signs in place collect data 24hrs a day.

c) Playpark

Repairs completed on the bridge, but Cllr Perry flagged concerns that this will be an ongoing problem due to way the bridge was put together. To monitor.

Rockers payment not received. They have offered to accept full payment on completion.

Goalposts – Cllr Walter updated that the frame has been removed, and hopefully repaired and replaced soon.

Safety concerns raised re the swing which has been placed on a privately owned tree on pathway down to the Playpark. Owner of tree said they would remove it. Post shared on Playpark Facebook page.

Discussion had around Flags for Church & purchase of litter pickers for outside the shop. It was resolved to apply to Community Chest Fund for additional funds to benefit community. Proposed Cllr Walter.

Seconded Cllr Perry. Unanimous.

d) The Clerk.

Paperwork has come back from bank – additional signatures required before forms can be processed. Clerk to action.

Clerk has been given some copies of 2006-2008 Parish Plan in CD format from previous Secretary of Parish Plan Committee. Cllr Walter said she would keep with others. Query raised around Neighbourhood Development Plan and how to move forward. Clerk to list as agenda item for next meeting.

Community Emergency Plan.

21/29

Update pending.

Cllr Crum left the meeting.

Allotments.

21/30

Clerk to confirm map location but meeting arranged with Cllr Perry.

Community Chest Grant.

21/31

Form submitted and confirmation of approval was received 10 February. Thanks, extended to Cllr Chopak for her support. It was resolved to approve Clerk to action purchase of bins.

Cemetery

21/32

- (i) Retrospective approval of burial plot for WORDEN at Non-parishioner rates. Proposed: Cllr Waterhouse. Seconded Cllr Hunt. 8 in favour. 1 abstained.
- (ii) AOB: Drainage Issues concern raised. It was resolved to make contact with land owner and request inspection. Proposed Cllr Walter. Seconded Cllr Bray. 8 in favour. 1 abstained.

Signed: _____ Chairman. 16/3/2021

Tender for Cemetery Maintenance

21/33

Review due May 2021. Agreed to extend to June 2021. Proposed Cllr Walter. Seconded Cllr Waterhouse. 8 in favour. 1 abstained.

Civil Enforcement Training.

21/34

Civil Enforcement training can be undertaken by volunteers to assist with dogs on beaches, fly tipping, poor parking etc.

Kevin Brader at Cornwall Council is happy to arrange a training session for those that are interested. There is a cost of £100 per person due to the fact any breaches that are issued have a legal implication for the Council and they have to ensure you have had the proper training.

If interested contact needs to be made directly with Kevin. Clerk has contact details. Cllr Crum expressed an interest in this at the last council meeting, but not present at time of discussion so deferred until next meeting.

Walking in Cornwall.

21/35

Cllr Walter and Cllr Proudfoot to look into this more.

Local Maintenance Partnership 21/22

21/36

Clerk to circulate current information given to contractor to review at next meeting.

Bude & Stratton Social Action Fund.

21/37

The Social Action Fund has been established by Bude Coastal Community Team working in partnership with Neetside Community Centre, Christians Together in Bude & Stratton and Bude-Stratton Town Council. It will make small grants to organisations working in the Bude Area Community Network addressing the indirect impacts of the pandemic - such as loneliness, food / fuel poverty and mental health concerns. Parish Council asked to make a donation to the Fund.

Following a discussion, it was proposed to make a donation of £100 to The Social Action Fund. Proposed Cllr Walter. Seconded Cllr Hunt. Unanimous. Clerk to action.

Section 106 Funding Request.

21/38

Cllr Walter received a request from Marhamchurch Primary School to be considered for any potential Section 106 funding.

Development Officer at Cornwall Council confirmed there is no money collected under s106 agreements which would be available for use by Marhamchurch Parish Council. Cllr Walter to advise Marhamchurch Primary School.

Signed: _____ Chairman. 16/3/2021

Future of Online Meetings post May 2021.

21/39

Current legislation only permits online meetings to be held until 7 May 2021. Guidance from CALC raised points to consider.

1. Consider what council business can be conducted before May so that the council can dedicate time to those issues in remote meetings. The more discussion and decisions conducted in remote meetings means the council can aim to hold fewer and shorter face to face meetings after May.
2. This may require more meeting time than is currently planned. Discuss and decide whether more meetings should be planned online.
3. Where possible, consider holding the annual council meeting and the parish meeting while the current Regs permit for them to be held remotely. CALC Guidelines states that Annual meeting must be held within 14 days of the fourth day after the elections.
4. Does the Council need to meet at monthly face to face meetings? Can they be delayed to later in the year when the potential COVID-19 risk may be further reduced.
5. Council may consider holding a remote meeting as late as possible so that Cllrs who are unable to attend face-to-face meetings will have as much time as possible before disqualification by virtue of s.85 of Local Gov Act 1972 becomes an issue.
6. CALC are asking that all councils make contact with their local MP to request an extension to this deadline, in order for meetings to continue to be held safely online.

It was agreed for Clerk to contact local MP requesting an extension to the deadline. Proposed Cllr Walter. Seconded Cllr Hunt. Unanimous.

Elections 2021.

21/40

Clerk circulated information from CALC to Cllrs, which includes details of how to obtain candidate packs, how to submit applications and whether candidates will be able to canvass during their election campaign.

The Council confirmed that they wished the Clerk to obtain a copy of electoral roll. Clerk to action.

Clerk confirmed she completed form and sent back to Cornwall Council re locations of voting, as per CALC's request.

Website & Email Account Transfer.

21/41

Clerk requested permission to liaise with website designer to assist in the transfer of domain and email accounts process. It was resolved to approve the request, and understand that there will be a fee involved for web designers work. Proposed Cllr Walter. Seconded Cllr Waterhouse. Unanimous.

Financial Regulations.

21/42

Signed: _____ Chairman. 16/3/2021

Clerk has liaised with Cllr Kerr to insert following statement into Financial Regulations as per CALC advice. This has been placed under Section 1. General. Item 1.16.

18. Financial Regulations

The Council has established Financial Regulations for the governance and management of its finances and to meet the requirements of the audit and accountability regime in place at the time. These are attached as Part II of these Standing Orders.

a All payments by the council shall be authorised, approved and paid in accordance with the law, proper practices and the council's financial regulations.

b The Council's proper practices will be in accordance with the most recent JPAG guidance.

It was agreed to adopt the amended Financial Regulations. Proposed Cllr Kerr. Seconded Cllr Perry. Unanimous.

Quarterly Finance Check.

21/43

Completed by Finance Portfolio Holder and no issues or concerns were raised. Noted by Cllrs.

Finance & Legislation.

21/44

- a) Approval of payments totalling £ **£1,300.91** as per January schedule and consider payment of urgent accounts presented by the date of the meeting. It was resolved to approve payments. Proposed Cllr Edwards. Seconded Cllr Waterhouse. Unanimous.
- b) Cllrs noted Income & Bank Balances as per the schedule.
- c) Cllrs noted Bank reconciliations.

Parish Matters - Agree action and authorise associated expenditure.

21/45

- a) Highway matters – None.

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

21/46

None.

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

21/47

16 March 2021.

Scheme of Delegation REVIEW

Annual Council Meeting to be held at next meeting.

NDP

Bude Holsworthy Cyclepath

Meeting closed at 21:38

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."

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