

**Marhamchurch Parish Council**  
**Tuesday 19<sup>th</sup> March 2019**

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

**Councillors Present:**

19/61: Chair Cllr J Walter, Vice Chair Cllr T Perry, Cllr R Bray, Cllr S Butler, Cllr S Colwill, Cllr T Edwards, Cllr F Hunt, Cllr T O'Sullivan, Cllr I Waterhouse.

**Also in attendance:** Clerk Mrs E Hawkins. Ms Zoe Bernard-John, Community Link Officer for Bude area.

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

**Record and Approve Apologies.**

19/62: Cllr Nicky Chopak sent her apologies.

**Declarations.**

19/63:

Cllr Colwill RFI No 18 – Sheds North of Hobbacott Lane.

Cllr O'Sullivan RFI No 18 – Sheds North of Hobbacott Lane.

Cllr Bray RFI No 9a (i) (ii) – QILA Planning

Cllr Walter RFI No 11 – Marhamchurch Village Shop Ltd.

**Dispensations.**

19/64

a) It was resolved to approve Cllr Colwill's dispensation request. Proposed Cllr Butler. Seconded Cllr Waterhouse. Unanimous.

b) It was resolved to approve Cllr Walter's dispensation request. Proposed Cllr O'Sullivan. Seconded Cllr Colwill. Unanimous.

**Public Open Session.**

19/65

a) To receive Q&A's from the public on an agenda item.

There is still a hole in the pole outside Court Farm. Clerk to follow up again, as previously had lodged a repair request online.

A resident made enquiries regarding a planning item. This was listed as an agenda item under planning so resident was advised that this will be discussed then.

Concerns were raised regarding protection of trees at the development site on Hobbacott Lane. Resident was encouraged to contact Cornwall Council to raise these concerns. Resident was happy to do this.

b) Introduction from Zoe Bernard-John new Community Link Officer for Bude area.

Zoe Bernard-John introduced herself and talked about her new role, which primarily supports 4 Cornwall

County Councillors and the Community Network Panel. Zoe advised that she has previous experience within Cornwall Council in Neighbourhood Development Planning.

Cllr Walter thanked her for attending our meeting and introducing herself. Zoe Bernard John left the meeting.

#### **Confirm the Minutes of the previous Meeting.**

19/66: It was resolved to approve the minutes of the meeting held on 20 February 2019. Proposed Cllr O'Sullivan. Seconded Cllr Bray. Unanimous. The Chair Cllr Walter signed them as a correct record.

#### **Matters Arising**

19/67

- a) Para 18/218a Path between Pinch Hill Estate & Old Canal Close – Clerk flagged safety concerns re brambles and timely response re nesting birds to Oliver Jones, Highway & Environment Manager, as per request from Parish Councillor. Clerk received an email from Alastair Spencer, Area Technical Officer Grounds Maintenance & Estates – Home Investment Team who stated that the brambles do not pose any risk to pedestrians as it is well clear of the footpath, however the brambles have not been cut back over the winter period and Cormac sub-contract this out so he will follow this up. This is still pending, as Clerk emailed for an update prior to the PC meeting, but Alastair Spencer is on leave until 25<sup>th</sup> March.

#### **Correspondence**

19/68

List circulated to Cllrs for information only. No action required.

#### **Councillor Vacancy.**

19/69

Clerk has received no applications. The vacancy is to be advertised in the next Marhamchurch Newsletter.

#### **Planning.**

19/70

- a) Decision Notices/Updates:

- (i) PA18/11403 - Installation of an agricultural anaerobic digestion facility and associated plant and equipment including underground pipework, digestate lagoon, site access road and landscaping with variation of conditions 2 (approved plans), 5 and 11 of application no. PA17/02339 dated 23/08/17 to update the plans recently altered under a Non-Material Amendment No. PA18/09289; to reflect the amendments to traffic movements in the Transport Statement and alter implementation of planting scheme to once development has commenced. East Helscott Marhamchurch Bude Cornwall EX23 ONE. Awaiting Decision. Determination Deadline 19 March, extended until 20<sup>th</sup>.

Cllr Bray left the meeting room.

Jane Stewart attended the meeting. She introduced herself and advised that QILA are no longer the operating agent for this project. She is employed by East Helscott Renewable Energy. She provided documents to the Cllrs relating to the project.

Councillors were advised that there have been no changes to the original application which was previously approved. The most recent application missed 2 months (April & May) which were listed in the original transport statement, which is why a non-material amendment was lodged.

On this basis, the Councillors agreed that they have no objections to the amendments.  
Proposed Cllr Perry. Seconded Cllr Hunt. Unanimous.

- (ii) PA19/00550 - Modification to the digestate lagoon approved by planning permission  
PA17/02339 - East Helscott Farm Marhamchurch Bude EX23 ONE. **DD 20<sup>th</sup> March.**

More details had been uploaded onto the Cornwall Council Planning portal, which was not available at the previous meeting, Cllrs reviewed. Ms Stewart provided information regarding the changes to the size of the digestate storage lagoon, advising that the digestate will be lower into the foundations to ensure there is a 6-month storage capacity and to take into account design changes. A full application has been submitted because the lagoon area slightly extends beyond the original lagoon planning boundary at two locations. A map was reviewed by Cllrs at this point. Ms Stewart advised that the proposed lagoon design does not impact on the amount of digestate that is generated at the site and therefore will not impact on the digestate traffic movements.

Following this discussion, the Cllrs agreed that they have no objections to the modifications.  
Proposed Cllr O'Sullivan. Seconded Cllr Waterhouse. Unanimous.

Cllr Bray returned to the meeting room.

- (iii) PA18/09808 – Erection of agricultural building for storage of fertilizer, hay and straw.  
Hobbacott Lane, Marhamchurch. Mr D Prouse. **Approved with conditions.**

- (iv) PA19/00095 – Proposed loft conversion - Sunbeams Marine Drive Widemouth Bay Bude EX23  
0AW. **Approved unconditional.**

b) Planning Applications/Appeals:

- (i) PA19/01412 - Application for Non-Material Amendment to PA15/09444 dated 18/07/2016 [Proposed Residential Development (Cross Subsidy Scheme) for 20 New Dwellings (10 affordable and 10 open market) associated landscaping, access road and services] namely to make minor changes to several of the approved house types to enable first floor egress windows to be provided | Land South Of Little Elm Hobbacott Lane Marhamchurch Bude Cornwall.

It was agreed that the Parish Council have no objections to the Non-Material Amendment.  
Proposed Cllr O'Sullivan. Seconded Cllr Butler. Unanimous.

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

**19/71**

- a) Chairman.

A big thank you was sent to Cllr Chopak for the funding towards the Centenary WW1 Memorial Bench, which has now been installed. Thanks was also extended to Cllr Bray and his brother for their vital role in helping to install the bench.

A request was hoped to be made to Cllr Chopak regarding the possibility of having a white line painted on the ground from bus shelter to the pathway to reduce cars being parked in front of the bench. Clerk to follow this up and email Cllr Chopak. Cllr Perry also requested that Clerk ask Cllr Chopak for an update re traffic calming by post office in Widemouth Bay.

The Chair updated that she had received concerns regarding potholes at Trelay Cross – and that an online repair request had been lodged.

Cllr Walter attended a training course in Truro – Emergency Response – Community Resilience Workshop, which was very useful.

Concern regarding trees in the water at Helebridge Trail, Cllr Walter will check the area and report her findings and any potential follow up at the next meeting.

b) Cornwall Councillor N Chopak. – not at meeting, but 2 items were emailed to Clerk which are both listed as agenda items and clerk will update then.

c) PCSO C Krolick. – unable to attend but sent the following email:

Please see Ink <https://www.police.uk/devon-and-cornwall/CIOS.4050/crime/> for crime figures.

I would add the following: Ways to contact me/Police

[bude@dc.police.uk](mailto:bude@dc.police.uk) [101@dc.police.uk](mailto:101@dc.police.uk)

101 non urgent / 999 urgent (need an officer to attend quickly).

Also a fantastic way to be kept up to date by the police is via Community Messaging which you can log into on <https://www.devon-cornwall.police.uk/search?Term=community+messaging>.

Clerk to print this out and place in Notice Board.

d) Neighbourhood Plan.

Cllr Colwill updated that he had sent a draft invitation for Steering Group interest from local residents. Requests any feedback from Cllrs by Friday so as the information can be put in the newsletter.

e) Playpark – Approve minutes dated 12 Feb 2019. These were circulated after last meeting for Cllrs to review. Clerk read out at meeting and was noted by all Cllrs.

f) The Clerk.

(i) Pension Statement: Clerk read out the following statement.

The above-named Parish Council (Marhamchurch Parish Council) will consider the following resolution:

That all employees of the Parish Council shall be members of the Local Government Pension Scheme, if in any particular case, the individual makes written request to the Council and the Council agrees that request.

Proposed Cllr Colwill. Seconded Cllr Perry. Unanimous.

- (ii) Sunday School broadband bill increased from £13.50 to £19.54 as contract was due to end and therefore so was the special deal. Account is still in previous Clerks name, and proving to be very difficult to amend. Retired Clerk contacted BT and renewed contract so next bill should be back to £13.50. Ongoing issues re changing names over. Cllrs confirmed they were happy to continue with the broadband.
- (iii) Website – Clerk requests to design a new one using a different platform. Currently to upload anything is very time consuming and not user friendly, there are many better options available at probably more affordable prices. No objections to this were raised.

#### **Marhamchurch Village Shop Ltd.**

**19/72**

Working party met with MVSL committee and approved the agreement and grant application form. This has been circulated to Cllrs for their review. Cllrs accepted the agreement. Proposed Cllr Butler. Seconded Cllr Hunt. Unanimous.

MVSL Committee Members were at the meeting and updated that they hope to start trading on 1<sup>st</sup> April 2019. They extended their huge thanks to MPC for all their support over the years.

#### **Report on progress relating to using the land on Pinch Hill Estate for allotments.**

**19/73**

Latest update from Cllr Chopak was that MPC needed to resolve to cover legal costs relating to the use of land. Clerk raised concerns regarding costs, as no funds to cover £1000+ legal fees.

Cllr Waterhouse said she would talk to her daughter, who is a lawyer. It was suggested that an Expression of Interest could be drafted and placed in newsletter to see if there would be interest from local residents to pay for a plot. An estimate of £50 annual charge was suggested. Cllr Butler to find out how much Stratton charge for use of plots. Cllr O'Sullivan to look into centenary garden information. Working party to meet and discuss further. Working party members are Cllr Perry, Cllr Butler, Cllr O'Sullivan and Cllr Waterhouse.

#### **Parish Footpath and Cycleway Leaflet.**

**19/74**

Cllr Walter circulated an information brochure from Boscastle, which was more compact but still easy to read.

Cllr Colwill advised he had requested a fee proposal from a local graphic designer which will hopefully be available for next meeting. Cllr Colwill to email details to Clerk as her husband may also be interested in tendering for the job. To discuss further when Cllr Chopak is at next meeting re option of Community Chest Funding.

#### **Hobbacott Lane / Endsleigh Park ongoing issues.**

**19/75**

Cones have been placed around Endsleigh Park which has reduced the issues. Clerk has not received any complaints from residents.

Cllr Chopak emailed to advise that herself and enforcement officers are continuing to monitor the area.

### **WW1 Centenary.**

**19/76**

An extraordinary meeting was held on Friday 1 March to decide siting arrangement of WWI Centenary Bench. Update from WWI Centenary Bench siting arrangements. Minutes were circulated.

This item had already been discussed in the Chairman's report. Please refer to that for further information.

### **Airfields of Britain Conservation Trust (ABCT) – Airfield in Marhamchurch Parish.**

**19/77**

Siting of Commemoration Plaque – Clerk received photograph of plaque but needs to clarify proposed position of plaque before responded to Truro Diocese. Cllr O'Sullivan to email Clerk the details.

Budehaven School had offered to perform at the unveiling of the Plaque. MPC may be able to obtain display information from The Castle which could be set up in or around The Bray. A donation pot was suggested, by way of thanking ABCT for the donation of the Plaque.

A discussion was had whether to combine the unveiling of the Plaque with the official opening of the shop. This is ongoing.

### **Marhamchurch Parish Cemetery.**

**19/78**

No updates.

### **Sheds North of Hobbacott Lane.**

**19/79**

Cllr O'Sullivan left the meeting room. Cllr Colwill requested to use his dispensation. This was agreed.

The Clerk circulated a letter from Cornwall Council advising that an Enforcement Notice had been issued to the owners, to cease the use of the 2 barns for accommodation of livestock.

Cllrs reviewed proposed response drafted by Cllr Colwill, in response to the letter from Adrian White advising that an Article 4 Direction will not be placed on Park Farm.

Cllr Colwill left the meeting room.

It was agreed to approve the draft letter and the Clerk was directed to send the response on behalf of MPC. Proposed Cllr Waterhouse. Seconded Cllr Edwards. Unanimous.

Cllr O'Sullivan and Cllr Colwill returned.

### **Bude Community Network Panel**

**19/80**

Council Employee Volunteering Scheme. Clerk received information pack which was circulated to Cllrs prior to the meeting.

No pre-existing community projects were suggested, but it was proposed to request that either the ongoing bramble issue beside 18 Pinch Hill estate be one option of volunteering support, or alternatively MPC are seeking legal assistance with using the land on Pinch Hill Estate for allotments. Clerk to action.

## **Abusive, Vexatious & Persistent Complaints Policy**

**19/81**

This is a new policy which was drafted by retired clerk. Amendments have been made and circulated. Comments received regarding this policy and the need for it. Clerk to look into this further, and ask other local clerks whether they have one.

## **Polling Districts and Polling Places Review**

**19/82**

Email received from Cornwall Council advising that a Polling Districts and Polling Places Review is taking place. This has to be done every 5 years. They are inviting comments on the suitability of polling stations and voting arrangements at elections. The review will aim to ensure that voting arrangements for future elections suit the needs of the electors in each area. Clerk has posted a Formal Notice in the Notice Board, as per the request.

MPC are requested to submit a response in writing, even if only to confirm that current polling station and voting arrangements are considered to be suitable. Deadline 15<sup>th</sup> April.

Discussions were had as MPC has 2 polling stations, one in Marhamchurch and one in Widemouth Bay. This is an extra expense for MPC. MPC flagging this as an issue, and whether it is necessary. Clerk to reply.

Proposed Cllr Edwards. Seconded Cllr Hunt. Unanimous.

## **Citizen of The Year Nominations**

**19/83**

Notice has been put in next Parish Newsletter and in Notice Board.

## **Annual Parish Meeting and Annual Parish Council Meeting.**

**19/84**

Cllr Walter proposed to invite the Marhamchurch School council to attend the AGM.

To be on Tuesday 21 May 2019. Clerk and Chair to discuss further.

## **The Bullers Arms ACV Listing**

**19/85**

To discuss whether to submit a new application, following review of previous application. Previous advice from Cllr Chopak was to discuss with Landlady of The Bullers Arms. Due to illness and holiday it has not been possible to arrange a meeting with Nikki Unger yet, Cllr Walter and Cllr Perry to arrange a time to meet and will update at next meeting.

## **Annual Reviews.**

**19/86**

- a) Risk Assessment – pending.

## **Finance & Legislation.**

**19/87**

- a) Update from Internal Auditor – Email received from Lucie Cullen to confirm she will be able to conduct the internal audit.

- b) b) It was resolved to approve payments totalling £ 1495.96. Proposed Cllr Edwards. Seconded Cllr Bray. Unanimous.
- c) To note Income & Bank Balances as per the schedule.

**Parish Matters - Agree action and authorise associated expenditure.  
19/88**

- a) Highway matters - including safety, potholes, streetlights – none received.
- b) Qila Community Benefit Grant. – Clerk to amend name of this now as no longer in operation. Email requested from Jane Stewart to this effect.

**Urgent Matters raised with the Chairman since the Agenda was published.  
19/89**

Concerns raised regarding the building block in Bullers Car Park. Clerk to advise Cllr Chopak.

Clerk read out an email of complaint received on 19th February re farm trailer which has been parked in layby/passing bay for over 3 weeks on roadside in Hobbacott Lane (between Crisney Cross and the sign to Marhamchurch), and subsequent damage to grass verge on either side of road. Clerk to contact the owner of the trailer and request removal as a starting point.

Retired Clerk emailed wanting to know if Cllrs would like the landline phone / fax machine which was used for the MPC landline. Clerk was asked if she wanted it, but does not. No Cllrs wanted it. It was agreed to leave with retired clerk, and offer help to remove if she no longer wanted it.

**Date of next meeting and note items from Councillors for the Agenda.  
19/90**

16 April 2019.  
Planters.

**Correspondence – circulated in 12 Feb – 13 Mar. Attached.**

**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.”