

Marhamchurch Parish Council

Tuesday 15 September 2020

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

Councillors Present:

20/141: Chair Cllr J Walter, Vice Chair Cllr T Perry, Cllr S Butler, Cllr I Waterhouse, Cllr P Crum, Cllr Kerr, Cllr Edwards.

Also in attendance: Clerk Mrs E Hawkins.

2 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. Cllr Walter also advised that the Clerk was filming the meeting for reference purposes and recording will be deleted once the minutes had been drafted. A show of hands will be needed for voting and oral responses from the councillors without visual connection.

Record and Approve Apologies.

20/142: Cornwall County Cllr N Chopak sent her apologies due to being away. Cllr Hunt sent her apologies due to a planned trip away. Cllr Bray sent his apologies due to work commitments. It was resolved to approve the apologies. Proposed Cllr Crum. Seconded Cllr Edwards. Unanimous.

Declarations.

20/143: Cllr Perry & Cllr Butler declared the longstanding interest in Agenda item 16. This was noted by Cllrs.

Dispensations.

20/144:

(a) The following approved dispensations were noted by Cllrs:

Cllr Butler re Cemetery – Agenda item No. 16

Cllr Perry re Cemetery – Agenda item No. 16

(b) No new dispensation requests were received.

Public Open Session.

20/145: No comments.

Confirm the Minutes of the previous Meeting.

20/146: It was noted that the incorrect date was listed in error at top of minutes, it read 16th July not 21st. An error ref: 21/137 was noted – it should read Plain Keepers Path (not Pathway) and that the issue is regarding collapsed boardwalks NOT bridges as typed. Clerk to make relevant amendments. It was resolved to approve the minutes and ratify all decisions made at the online meeting held on 21 July 2020. Proposed Cllr Perry. Seconded Cllr Butler. 8 in favour. 1 abstained. The Chair, Cllr Walter signed them as a correct record.

Matters Arising

20/147: Bus coming through village. Cllr Chopak had sent an email to Public Transport Planning Lead at

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Cornwall Council flagging concerns re Poorly advertised timetables, the use of a double decker bus in a rural village on country lanes, which seems inappropriate. The cost of such a service when a smaller 'hopper' bus may be more appropriate.

Feedback provided:

1. The service information is and has been available online from the Transport for Cornwall (www.transportforcornwall.co.uk) and Traveline (www.travelinesw.com). Now that service levels have settled Transport for Cornwall are working through the county to put up information at bus stops.
2. The journeys for Marhamchurch are worked in between the journeys on the Kilkhampton service which requires a Double Deck vehicle for the daily movement of around 70 pupils from the village to/from Budehaven School. This is the most efficient way of providing the Marhamchurch service, which in total amounts to 1h 25 minutes of bus operation each day. By linking the services it also provides access to Morrisons and the Binhamy Retail Park for the village.
3. It is more effective to utilise the vehicle and driver assets fully than to provide specific vehicles for specific routes where there are gaps in the vehicle workings. To split the service would involve purchase of another vehicle asset and need to provide additional driving staff to provide the service.

It was discussed to monitor this issue especially the timings which appear to clash with Marhamchurch school drop offs and pick ups.

Correspondence

20/148 – all information circulated to Cllrs via email. No action required.

Planning.

20/149

a) Decision Notices/Updates:

- (i) PA20/04352 | Proposed agricultural shed to house sheep. | Penlease Hobbacott Lane Marhamchurch Bude. Decided. Approved.
- (i) PA20/04378 | Proposed agricultural shed for storage of feed and implements. | Penlease Hobbacott Lane Marhamchurch. Decided. Approved.
- (ii) PA20/04544 | Proposed demolition of existing curtilage listed building and erection of a dwelling with first floor juliet balconies | Woodknowle Farm Sharlands Road Marhamchurch. Withdrawn.
- (iii) PA20/04545 | Listed building consent for proposed demolition of existing curtilage listed building and erection of replacement building to form a dwelling | Woodknowle Farm Sharlands Road Marhamchurch. Withdrawn.
- (iv) PA19/09412 | Proposal Erection of 20 dwellings (including 30% affordable housing), public open space, access and associated works. Location Land At Hilton Road Marhamchurch Cornwall. Refused.

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b) Planning Applications/Appeals:

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

- (i) PA20/06147 | Single storey extension to existing dwelling | 2 Endsleigh Park Marhamchurch. Clerk updated that she received notification on 10 Sept that this application has been approved, despite Clerk contacting Planning Officer who confirmed that MPC could provide feedback after 15th September. Cllrs did not have any concerns with the decision that was made by Cornwall Council but did have concerns that approval was made prior to 15 Sept meeting, as per agreement. Clerk to flag concern with Planning Officer. Proposed Cllr Perry. Seconded Cllr Crum. Unanimous.

Awaiting Decisions: No update required.

PA20/01732 | Application for Listed Building Consent to replace sixteen windows and replace damaged fascia boards | The Old Rectory Pinch Hill Marhamchurch

PA20/02034 | Reserved matters application for the construction of four dwellings (appearance, landscaping, layout and scale) following outline approval dated 18/02/2019 | Land West Of Crest Haven Hobbacott Lane Marhamchurch Bude EX23 0ES.

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

To receive oral or written reports and authorise any action.

20/150

- a) Chairman.

Wanted to express thanks to all the people that have maintained planters in the Parish.

A letter of thanks to be sent to Mrs Kirby via School, for all she had done for the school children by providing seeds and plants and overseeing the village square planters for the children during lockdown. Clerk to action.

- b) Cornwall Councillor N Chopak. – No updates.

- c) Playpark

A huge thanks to Cllr Perry and Neil Hobbs for all their hard work in making the multi-play area secure. They did an incredible job and it is now being enjoyed by all the children.

Cllr Hunt requested that a discussion be had regarding the grass cutting of the Playpark, and had said if she had been at the meeting she would propose to pay Cllr Perry to cut the grass for the remainder of the summer months as the grass is very long. It was proposed to pay Cllr Perry to cut the grass and request a tender to be submitted for next year so the grass is well maintained and accessible for the children to use the playpark area. Proposed Cllr Crum. Seconded Cllr Butler. 6 in favour. 1 abstained.

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Thanks was extended to Cllr Kerr & Phil from the shop for the time they had given to maintaining the grass at the Playpark.

Cllr Crum volunteered to do a bit of maintenance work at the Playpark (painting fences, weeding etc) as part of the Great British Spring Clean. Several councillors were keen to support him with this work and asked him to let them know when this might happen.

Clerk advised she will order the swing seats asap and look into quotes for the replacement of the rockers as the lion is very perished.

d) The Clerk.

Clerk advised she had received notification from PFK Littlejohn to confirm external audit has been completed. Clerk will action relevant instructions from PFK Littlejohn.

Clerk updated that she had removed her address from the Parish Council website, her email signature and any paperwork that is sent out advising that address is available on request.

Contact to be made with CALC to see how other Councils pay their bills etc. Cheques seem very dated and there must be other secure, more efficient ways to sort, which would mean Clerk wouldn't have to pay out of her own account and seek reimbursements.

Broadband has been transferred to the lower rate of £24.99pm (instead of the £32.90)

Financial Regulations – it was resolved to remove a section from the financial regulations and place it in the Standing Orders. Clerk sought advice from CALC as to where it should be placed, but CALC said this was up to the Council. Clerk requested a meeting with some Cllrs to review and make a decision where best to place this. Cllr Kerr volunteered.

Widemouth Bay Road Signs.

20/151

It is understood that a review of these road signs will be made in October. Cllrs expressed their dislike of the number of poles/signs which are in place especially since it is an area of outstanding beauty. To keep on agenda and await update from Cllr Chopak.

Safety Concerns outside Widemouth Bay Shop.

20/152

Council received a letter from owners of Beachhouse Shop at Widemouth Bay expressing their concerns regarding the removal of double yellow lines outside the shop, which have been replaced with a single yellow line. This has led to a number of large delivery vehicles parking outside the shop (instead of across the road in the layby) on the brow of the hill. Concerns regarding the safety of this were raised. Cllrs instructed Clerk to contact Oliver Jones and Cllr Chopak as a priority to request the double yellow lines be reinstated in that section. Proposed Cllr Kerr. Seconded Cllr Perry. Unanimous.

Keep Britain Tidy 'Great British September Clean' 11-17 September 2020.

20/153

Cllr Crum to help with Playpark. See above ref: 20/50c.

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Commemorative VE Day Celebration.

20/154

CLlr Crum said everything is still up in the air but will keep Council updated. It was proposed that CLlr Crum oversee the purchase of wreath on behalf of MPC. Proposed CLlr Walter. Seconded CLlr Waterhouse. 6 in favour. 1 abstained.

Community Emergency Plan.

20/155

A huge thank you was expressed to The Village Shop and all the volunteers for all their hard work in maintaining such a wonderful service for the community and a huge thank you to all the residents for supporting the shop. The Bullers Arms was thanked for their continued support to the village. With autumn approaching the Emergency plan sheet will be updated next month.

Website Accessibility Requirements.

20/156

Clerk advised that MPC need to have a plan in place to begin addressing this. A brief discussion was held and it was agreed that Clerk contact sister-in-law who set up website and ask if she is interested in quoting us for a review as well as Bude Computers. CLlr Waterhouse said she would contact someone in the village who may be able to assist.

Cemetery

20/157

- (i) Burial arranged for 18th September on a pre-purchased plot.
- (ii) Memorial Applications –

HARWOOD: approval sought to fix a Blue Pearl granite wedge memorial, with a polished face and pitched edges, with a carved cross design. Memorial 15” wide x 15” back to front, sloping 4” x 2” Incised letters, silver in colour. It was resolved to approve the memorial request. Proposed CLlr Walter. Seconded CLlr Crum. 5 in favour. 2 abstained.

- (iii) Non-parishioner burial plot purchase request –
WILBRAHAM – CLlrs requested further information from applicants before making decision. Proposed CLlr Walter. Seconded CLlr Crum. 5 in favour. 2 abstained.

- (iv) Transferring of Exclusive Right of Burial. Notice of Interment Form has space for living owner to transfer the EROB. Council confirmed they are happy for this process to be used. Proposed CLlr Walter. Seconded CLlr Waterhouse. 5 in favour. 2 abstained.

- (v) Cemetery Review – last review of fees was 2016. Deferred to October meeting.

- (vi) AOB –
 - (a) Un-authorized headstone placed in Cemetery. Plinth has since been removed.

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- (b) Non-Parishioner Request for Interment – Cremation. FISHER. Cllrs requested further information from applicant before making decision. Proposed Cllr Kerr. Seconded Cllr Waterhouse. 5 in favour. 2 abstained.

Extraordinary meeting to be called to review the 2 outstanding applications.

Noticeboard.

20/158

A huge thank you was expressed to James Howard Jones for refurbishment of MPC Noticeboard & the Village Hall Noticeboard. The invoice received was purely for the materials for both repairs. It was unanimously resolved to pay for the whole invoice. Proposed Cllr Kerr. Seconded Cllr Waterhouse. Unanimous.

Volunteers from Village.

20/159

Cllr Walter updated that she had received an email from couple who are planning to move to the village offering their help.

Pinch Hill White Lines.

20/160

This was deferred to Oct meeting.

Allotments.

20/161

This was deferred to Oct meeting but Clerk to contact Community Link Officer to check in and get an update.

Pay Award Payscale 2020/21

20/162

NALC has now issued a briefing on the 2020/21 pay award, giving revised salary figures (copy available to Cllrs on request). It was resolved to adopt the new pay scale, and as per NALC guidelines should be applied from 1 April 2020. Clerk to back date pay to 1 April 2020. Proposed Cllr Edwards. Seconded Cllr Walter. Unanimous.

Community Chest Grant.

20/163

Deferred to Oct meeting.

Councillor Vacancy.

20/164

Formal application has been received by Ms Sue Proudfoot. Sue introduced herself and talked briefly about why she wanted to become a Cllr for Marhamchurch. Clerk then placed Sue in online waiting room. Cllrs proposed to welcome Sue as a new Cllr on Marhamchurch Parish Council. Proposed Cllr Edwards. Seconded Cllr Perry. Unanimous. Clerk invited Mrs Sue Proudfoot back to the meeting, and Cllr Walter welcomed her to the Council. Clerk to liaise with Sue re signing of relevant paperwork.

Finance & Legislation.

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20/165

- a) Approval of payments totalling **£1,520.80** as per August schedule and consider payment of urgent accounts presented by the date of the meeting. PLUS £240 to PKF Littlejohn External Auditors. It was resolved to approve the payments. Proposed Cllr Walter. Seconded Cllr Kerr. Unanimous.
- b) Cllrs noted Income & Bank Balances as per the schedule.
- c) Cllrs noted Bank reconciliations.

Parish Matters - Agree action and authorise associated expenditure.

20/166

- a) Highway matters –

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

20/167

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

20/168 20 October 2020.

Meeting closed at 10:15pm.

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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