



Marazion Town Council

**Meeting 21/2023/24
TO ALL COUNCILLORS**

4th April 2024

Dear Councillors

NOTICE IS HEREBY GIVEN that you are summoned to attend a meeting of the Town Council on **Tuesday 9th April 2024 at 7.30pm**, Marazion Town Hall, **Council Chamber**.

The meeting will consider the agenda items as set out below.

Please note.

Recording

Under the Openness of Local Government Bodies Regulation 2014, this meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media, or members of the public.

The Town Clerk will be recording the meeting for the purpose of minute taking. Written approved minutes are the true legal record of council meetings.

Public Participation

The public are welcome at Marazion Town Council meetings. Members of the public are invited to ask questions or raise issues relevant to the business to be transacted on the agenda. 15 minutes is set aside for public participation and individual speakers are restricted to 3 minutes. Public participation is not part of the formal business of the Town Council however, a note will be made of matters raised and recorded within the minutes of the meeting.

Members of the public wishing to speak are requested to submit questions or statements in writing to the Town Clerk no less than 3 days before the date of the meeting.

Covid Safe Meetings

We ask if you suspect you may have Covid 19 or you have tested positive on days before the date of the meeting that you do not attend.

Mask wearing is optional. Hand sanitiser and masks are available.

AGENDA

Part I

(Open to the public)

- 1 Devotions Reverend Rebecca Fugill**
- 2 Apologies**
- 3 Declaration of Interests**
- 4 Dispensations**
Requests for dispensations are to be submitted to the Town Clerk in advance of the meeting.
- 5 Public Participation**
The public are welcome at Marazion Town Council meetings. Members of the public are invited to ask questions or raise issues relevant to the business to be transacted as listed on the agenda.
- 6 Mayors Report/Matters of Urgency**
- 7 Clerks Report**
At the time of publishing the agenda.
 - i Annual Parish meeting 23rd April 2024
 - ii annual leave 24th April 2024 – 26th April 2024.
 - iii end of year 15th April 2024 and Internal Audit to commence
 - iv Folly Field play area boat naming invitations.
 - v Wildanet Marazion.
- 8 Correspondence Received**
None at the time of publishing the agenda.
- 9 Councillors Reports**
 - a) **Cornwall Councillor Report**
To receive a report.
 - b) **Town Councillor Reports**
To receive reports.
- 10 Minutes of the Council meeting held on Tuesday 26th March 2024.**
To consider, approve and sign the minutes of the Town Council Meeting held on Tuesday 26th March 2024.
- 11 Planning**
 - a) None for consideration.
 - b) **Planning Correspondence Received.**

- c) **Applications Approved/Refused/Appeals - Cornwall Council PA23/04361 Appeal.**
 Proposed replacement of residential caravan with dwelling.
 The Caravan, The Barn, Green Lane West, Marazion.
 Mr G Job
 Refused by Cornwall Council.
- 12 Folly Field Lease – signing (retrospective).**
 To formally approve that the Town Mayor and Deputy Town Mayor sign the lease.
- 13 Folly Field Lease – to sign the agreement (retrospective).**
 To formally sign the Folly Field car park lease 2024 – insert end date.
- 14 End of year budget monitoring report**
 To receive a report.
- 15 Asset Register**
 To approve and adopt the reviewed and updated Asset Register.
- 16 Risk Register**
 To approve and adopt the reviewed and updated Risk Register.
- 17 Statement of Internal Controls**
 To approve and adopt the reviewed the updated Statement of Internal Controls.
- 18 Investment Strategy**
 To approve and adopt the reviewed the updated investment strategy.
- 19 Mounts Bay Gig Club Event June 2024.**
 To approve a request received from the Mounts Bay Gig Club for use of the Folly Field.
- 20 Re-charging of utilities RNLI**
 To consider the re-charging of utilities.
- 21 The Square Toilets.**
 To receive an update
- 22 Memorials Policy**
 To approve the draft Memorials Policy.
- 23 Marazion Cemetery Rules**
 To approve the draft cemetery rules.
- 24 Marazion Cemetery Grave Digging Policy and Procedures.**
 To approve the reviewed and updated policy and procedures.
- 25 Beryl Bikes**
 To consider a request made by Beryl Bikes to use the Folly Field cycle park.
- 26 Matters Arising from previous Minutes.**

- a **Minute 184** (flooding Green Lane) – to receive an update.
- b **Minute 381** (Footpath number 8) – note that the Town Clerk due to other priorities has yet to review the process and resources needed.
- c **Minute 1113** (play area repairs) – to receive an update.
- d **Minute 1712(b)(ii)** (Speedwatch initiative) – to receive an update.
- e **Minute 1753(b)(iii)** (erection of pigeon spikes) – to receive an update.
- f **Minute 1801** (campaign mobile post office) – to receive an update.
- g **Minute 1826** (training Legionella) – to receive an update.
- h **Minute 1975** (Article 4 Direction planning consultation) – to receive an update.
- i **Minute 2080(b)(iii)** (access to the beach from the new Gwelva landing) – to receive an update.
- j **Minute 2080(b)(iv)** (contacting Live West abandoned Mitsubishi Galant, Church Road verge) - to receive an update.
- k **Minute 2084** (identification of suitable areas electric vehicle charging points) – to receive an update.

27 Any other matters arising from Minutes not covered by items above.

28 Finance

Review and approve en bloc.

a **Bank Reconciliation March 2024**

b **Statement of Accounts – as per bank statements 5th April 2024**

Community	£103.42
Business Premium	£30,363.14
NS&I (Earmarked Reserves)	£152,364.56
CCLA	£50,000

b **Accounts for Payments**

St Aubyn Estates (Island Field allotments)	£80.00
Cornwall Council NNDR (Memorial Garden)	£39.42
Cornwall Council NNDR (Cemetery)	£806.88
Cornwall Council NNDR (Folly Field)	£214.57
Cornwall Association Local Councils (membership)	£643.58
Coodes (Folly Field lease)	£4,142.00
Pestakil	£144.00
Rialtas software (financial management)	£230.40

	Rialtas Data Back Up (financial management)	£285.60
	Rialtas Making Tax Digital (financial management)	£132.00
	South West Play Inspections	£79.99
	Drain Doctor	£216.00
c	Receipts (up until the 5th of April March 2024)	
	Long Rock Memorials	£18.00
	East End car parking	£150.00
	East End garage	£135.00
	East End car parking	£75.00
	East End garage	£50.00
	Allotment Island Field 18b	£20.00
	Allotment Island Field 18a	£20.00
	Allotment Island Field 9 (part payment)	£10.00
	Allotment Island Field 7	£40.00
	Allotment Island Field 8b	£20.00
	Allotment Island Field 11	£40.00
	Allotment Island Field 8a	£20.00
	Allotment Rose Hill 6	£20.00
	Allotment Rose Hill 3	£20.00
	Allotment Rose Hill 7	£20.00
	Allotment Green Lane West	£20.00
	CCLA interest	£222.27
d	Direct Debits	
	Talk Talk (phone and broadband)	£45.59
	Information Commissioner	£35.00
	British Gas (electric The Square)	£30.52
	EDF Energy (Town Hall)	£920.84
e	Pre-payments	
	SLCC CiLCA	£450.00
29	The Freedom of Information Act 2000	
	Deems that all information held by this Council should be freely available to the public unless it falls under one of 23 exemptions.	
30	Data Protection Act 2018	
	Precludes this authority from publishing the names, addresses or other private information of individuals unless written permission is given by the individual for such details to be made public.	
	Therefore, where necessary, personal details have been removed from the papers attached to ensure that information held is available, but individuals are protected.	
31	Items which may be taken in the absence of the public and press on grounds that Exempt information may be disclosed as defined in the Local Government Act 1972 and Public Bodies (admissions) Act 1960.	
	To move that in the view of the confidential nature of the business to be transacted viz; information where public disclosure at this time may be prejudicial to the good	

business of the Council, it is in the public interest that they be temporarily excluded, and they are instructed to withdraw in accordance with Standing Order 3d.

32 Folly Field Lease

To receive an update.

A handwritten signature in black ink, reading "Tracey Unstead". The signature is written in a cursive, flowing style.

Tracey Unstead
Town Clerk