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# **MINUTES OF THE MARAZION TOWN COUNCIL MEETING**

# **TUESDAY 9th April 2024 TOWN HALL MARAZION**

# **Meeting number 21/23/24**

Present: Cllr W Collins Chairman, Cllr J Nicholas Deputy Chairman, Cllr D Laity, Cllr G Reynolds, Cllr J Rawlins, Cllr Ralph Jelbart, Cllr P Read.

**In attendance:**

Mrs T Unstead Town Clerk

Cornwall Councillor John Martin

One member of the public.

**2098 Devotions**

The Reverend was on annual leave.

**2099 Apologies Received**

Cllr P Hosking

Cllr R Stokoe

Cllr J Tutchier

**3000 Declarations of Interest**

Cllr Read declared a retrospective interest in the 5-day planning protocol and agenda item 19.

Cllr G Reynolds agenda item 19.

Cllr J Rawlins agenda item 19.

**3001 Dispensations**

None.

**3002 Public Participation.**

None.

**3003** **Mayors Report/Matters of Urgency**

**Cllr Collins reported that:**

The new handrail accessing the beach at the Folly Field has been fitted.

**3004 Matters of Urgency.**

5-day protocol PA23/01487

Land And Garage South of Silver Mine, Market Place, Marazion

**RESOLVED** - unanimously supported the recommendation made by the planning officer to approve the application.

**Proposed** – Cllr W Collins

**Seconded** – Cllr J Rawlins

**3005 Clerks Report.**

**The Town Clerk reported that:**

i the annual Parish meeting is Tuesday 23rd April 2024. All Saints Church Hall, 7.30pm. The notice of the meeting being published on Thursday 11th April 2024.

Cllr J Rawlins suggested that posters advertising the meeting notices could be placed in the local shops and she offered to produce one. Councillors thought that this was a good idea.

ii she will be taking annual leave as from Wednesday 24th April 2024 until Friday 26th April 2024.

iii the end of the financial year account closure is taking place on Monday 15th April 2024 and that the Internal Audit will take place soon after.

iv the invitation to the naming of the Folly Field play area boat naming have been sent.

v a representative from Wildanet internet service provider will be attending a Full Council meeting in June 2024.

vi the annual play area ROSPA reports have been received and sent to members of the Play Area working group.

**3006 Correspondence Received**

None to note.

**3007 Councillors Report**

**a) Cornwall Councillor J Martin**

Cllr J Martin had given his apologies in advance that he may be late to the meeting therefore providing a written report for councillors to read.

**b)** **Town Councillor Reports.**

i **Cllr J Nicholas**

**Reported that:**

On Good Friday, the Folly Toilets had to be closed due to anti-social behaviours. The cleaning contractor were extremely helpful and assisted in the cleaning up operation.

ii **Cllr D Laity**

**Reported that:**

The roof of the bus shelter at the top of town, Turnpike Road, has been affected by the recent high winds, the side of the roof being loose. Not dangerous but will need looking at in due course.

The bus shelter roof at the Folly Field has holes appearing, this too will need to be looked at in due course.

iii **Cllr P Read**

**Reported that:**

He had paid a visit to the Quaker meeting house to look at their newly landscaped garden which is superb. Cllr Read suggested that the town council considers employing a landscape architect to design a scheme for the Maypole Gardens. There will be an item placed on the agenda for Full Council to consider either Tuesday 24th May 2024 or Tuesday 7th June 2024.

iv **Cllr R Jelbart**

**Reported that:**

He may look to open the museum during the Seaweed Festival.

Cliff erosion Town Beach, Oates Road towards Venton Farm is concerning. The Cornwall Council Shoreline Management partnering with the Environment Agency plan states ‘hold the line’. Cllr Laity reminded councillors that there had been a meeting with Cornwall Council, the Environment Agency, and others a few years ago to discuss this very issue.

The Town Clerk will contact Cllr John Martin.

**3008 Minutes of the Council meeting held on Tuesday 26th March 2024.**

Cllr Collins told the council that he did not agree with the transcribing of minute number 2088 and that the town clerk had recorded his motion incorrectly.

Cllr Collins told the council that the motion put forward by himself to invite Marazion Town Trust members and not visiting Mayors from other West Penwith town councils to the Mayor Choosing was in fact ‘carried’ and not as recorded in the draft minutes as ‘not carried’.

The draft minute is therefore inaccurate.

The Town Clerk explained the procedure as per Standing Order 12(c) - a motion to correct an inaccuracy in the draft minutes shall be moved in accordance with standing order 10(a)(i). The Town Clerk also explained that she had transcribed the minute in accordance with her written notes taken at the meeting.

A discussion followed about the accuracy of the draft minute and recollections of the outcome of the motion as proposed by Cllr Collins differed.

**RESOLVED** – majority approved that the minutes of the meeting held on Tuesday 26th March 2024 be approved and signed as a correct accurate record.

**Proposed**: Cllr D Laity

**Seconded**: Cllr J Rawlins

For this minute, Cllrs Laity, Jelbart, Rawlins and Read voted that the draft minutes of the meeting held on Tuesday 26th March 2024 are a true and accurate record.

For this minute, Cllrs Collins, Reynolds, and Nicholas voted that the draft minutes of the meeting held on Tuesday 26th March 2024 are not a true and accurate record.

1. In accordance with Standing Order 12 (d), if the chair of the meeting does not consider the minutes to be an accurate record of the meeting to which they relate, they shall sign the minutes and include a paragraph in the following terms or to the same effect:

*“The chair of this meeting, Cllr W Collins does not believe that the minutes of the meeting held on Tuesday 26th March 2024 in respect of Minute number 2088,*

*the motion as proposed by himself to invite Marazion Town Trust members and not visiting Mayors from other West Penwith town councils to the Mayor Choosing was in fact ‘carried’ and not as recorded in the draft minutes as ‘not carried’ therefore was a correct record but his view was not upheld by the meeting and the minutes are confirmed as an accurate record of the proceedings’’.*

**3009 Planning**

Noted that there has been an appealed lodged planning application PA23/04361.

**3010 Folly Field Lease – signing (retrospective).**

**RESOLVED** – unanimously approved that Cllrs Collins and Nicholas are authorised to sign in accordance with Standing Order 22(b) to sign the Folly Field lease.

**Proposed**: Cllr D Laity

**Seconded**: Cllr P Read

**3011 Folly Field Lease – to sign the agreement (retrospective).**

**RESOLVED** - unanimously approved that Cllrs Collins and Nicholas sign the completed Folly Field lease in accordance with Standing Order 22(b)

**Proposed**: Cllr D Laity

**Seconded**: Cllr P Read

**3012 End of year budget monitoring report**

The Town Clerk presented the report. Cllr Jelbart asked a question about the net income over expenditure figure and the format of reporting.

**RESOLVED** – unanimously approved to accept the report.

**Proposed** – Cllr G Reynolds

**Seconded** – Cllr J Nicholas

**3013 Asset Register**

**RESOLVED** – unanimously approved the asset register as updated.

**Proposed** – Cllr D Laity

**Seconded** – Cllr J Nicholas

**3014** **Risk Register**

Cllr Jelbart asked of the acronyms used can be explained in the document.

**RESOLVED** – unanimously approved the risk register as updated. An

explanation of acronyms is to be included.

**Proposed** – Cllr R Jelbart

**Seconded** – Cllr P Read

**3015** **Statement of Internal Controls**

**RESOLVED**: unanimously approved the Statement of Controls as updated.

**Proposed**: Cllr D Laity

**Seconded**: Cllr J Rawlins

**3016 Investment Strategy**

**RESOLVED**: unanimously approved the Investment Strategy as updated

**Proposed**: Cllr J Rawlins

**Seconded**: Cllr P Read

**3017 Mounts Bay Gig Club Event June 2024**

**RESOLVED**: unanimously approved to deferred deciding until more information is garnered. A meeting is to be arranged as soon as possible between the town council ad the Mounts Bay Gig Club.

**Proposed**: Cllr W Collins

**Seconded**: Cllr P Read

**3018 Re-charging of utilities RNLI**

**RESOLVED**: unanimously approved that a letter is sent to the Mounts Bay Sailing Club about the provision of utilities.

**Proposed**: Cllr D Laity

**Seconded**: Cllr J Nicholas

**3019 The Square Toilets**

**RESOLVED**: unanimously approved that searches are made and that an indemnity policy is purchased to protect the town council in the unlikely event that any other third party tries to claim ownership.

**Proposed**: Cllr P Read

**Seconded**: Cllr J Rawlins

**3020 Memorials Policy**

**RESOLVED**: unanimously approved.

**Proposed**: Cllr G Reynolds

**Seconded**: Cllr J Nicholas

**3021 Marazion Cemetery Rules**

Councillors suggested that cemetery rules are sent to families as well as local Funeral Directors.

**RESOLVED**: unanimously approved and that the rules are to be sent to the local Funeral Directors and families.

**Proposed**: Cllr P Read

**Seconded**: Cllr G Reynolds

**3022 Marazion Cemetery Grave Digging Policy and Procedures**.

**RESOLVED**: unanimously approved

**Proposed**: Cllr D Laity

**Seconded**: Cllr G Reynolds

**3023 Beryl Bikes**

The Town Clerk reported that the requested formal letter has not been received.

**RESOLVED**: unanimously approved to defer deciding until a formal letter has been received.

**Proposed**: Cllr D Laity

**Seconded**: Cllr J Rawlins

**3024 Matters Arising from previous Minutes.**

a **Minute 184** (flooding Green Lane).

No 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.

Annual ROSPA report received, South West Play Inspection asked to carry out a temporary repair on the large multi-play as a matter of urgency.

d **Minute 1712(b)(ii)** (Speedwatch initiative).

No update.

e **Minute 1753(b)(iii)** (erection of pigeon spikes).

Ongoing.

f **Minute 1801** (campaign mobile post office)

The Town Clerk reported that Cllr Stokoe has arranged for the presentation of the petition to be handed to a representative of the Post Office on Friday 19th April 2024.

g **Minute 1826** (training Legionella).

Ongoing.

h **Minute 1975** (Article 4 Direction planning consultation).

No update.

i **Minute 2080**(b)(iii) (access to the beach from the new Gwelva landing)

The sand has returned so no longer a drop from the steps onto the beach.

j **Minute 2080**(b)(iv) (contacting Live West abandoned Mitsubishi Galant, Church Road verge).

Reported that the piece of land is actual in the ownership of Cornwall Council and not Livewest as reported.

k **Minute 2084** (identification of suitable areas electric vehicle charging points).

No update.

**3025 Any other matters arising from Minutes not covered by items above.**

None.

**3026 Finance**

**RESOLVED** – unanimously approved en bloc.

**Proposed** – Cllr P Read

**Seconded** – Cllr G Reynolds

a) Bank reconciliation March 2024

a) Statement of Accounts as of 5th April 2024.

b) Accounts for payment

c) Receipts as presented.

d) Direct Debits as presented.

e) Pre-payments as presented.

**3027 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.

**3028 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.

**3029** **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.

**RESOLVED**: unanimously approved to move into Part II.

**Proposed**: Cllr P Read

**Seconded**: Cllr R Jelbart

Cllr G Reynolds left the room and the meeting not returning.

**3030** **Folly Field Lease**

The Town Clerk have an update. The lease has been finalised.

Signed

Cllr William Collins

Town Mayor