



**MARAZION TOWN COUNCIL  
FULL COUNCIL MEETING TUESDAY 28<sup>th</sup> JANUARY 2025  
TOWN HALL, MARAZION**

**Meeting 16/25**

**TO ALL COUNCILLORS**

**23<sup>rd</sup> January 2025**

Dear Councillors

**NOTICE IS HEREBY GIVEN** that Marazion Full Council at which your attendance is summoned will be held at the Marazion Town Hall, Market Place, Marazion, TR170AR on **Tuesday 28<sup>th</sup> January 2025, 7.30pm** to transact the business specified in the following agenda as set out.

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

Tracey Unstead  
Town Clerk  
Marazion Town Council.

**For information – to be taken as read.**

- 1     Declarations of Interest** – Councillors are reminded that they should declare any interests on the agenda at agenda item (insert) in respect of the items to be considered and are also advised that the timescale to alter their stated interests with Cornwall Council's Monitoring Officer is 28 days.
- 2     Items requiring urgent attention** – to consider those items which, in the opinion of the Chairman of the Council, should be considered by the meeting as a matter of urgency (if any). To be taken at the end of the meeting. Any items not listed on the agenda and decisions made may be open to legal challenge.
- 3     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 the acts 23 exemptions.
- 4     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 is available, but individuals are protected.
- 5     Mobile Phones** – Councillors and members of the public are requested to ensure that mobile phones are switched to 'silent' during the meeting to avoid disruption.
- 6     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.
- 7     Public Participation.**  
Time is set aside for members of the community to address Councillors present at this meeting regarding agenda items at the discretion of the Chairman of the Council.

# **AGENDA**

## **Part I**

### **(Open to the public)**

#### **1 Apologies**

To receive apologies.

#### **2 Declaration of Interests**

Councillors are required to declare:

- a) Pecuniary Interests as per the Code of Conduct.
- b) Non-registerable Interests as per the Code of Conduct.

#### **3 Dispensations**

Requests for dispensations are to be submitted to the Town Clerk in advance of the meeting to be considered by the Full Council.

#### **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.

#### **4 Mayors Report/Matters of Urgency**

#### **5 Clerks Report**

At the time of publishing the agenda.

- i Maypole Gardens refurbishment Project Team meeting to be arranged.
- ii Potential volunteers Maypole Gardens Meet and Greet Monday 3<sup>rd</sup> February 2025 at 2pm, Town Hall.
- iii Annual leave and change of meeting date Tuesday 25<sup>th</sup> March 2025.

#### **6 Correspondence Received**

None to note at the time of publishing the agenda.

#### **7 Councillor Reports**

##### **a) Cornwall Councillor Report**

##### **b) Town Councillor Reports**

#### **8 Draft Minutes of the Council meeting held on Tuesday 14<sup>th</sup> January 2025**

To consider, approve and sign draft the minutes of the Town Council Meeting held on Tuesday 14<sup>th</sup> January 2025.

#### **9 Planning – Cllr Laity.**

- a) To consider recommendations from Marazion Town Council Planning Group.
- i **Application PA25/00048**  
**Proposal** Paint the exterior of the house and replace the wooden composite front door with a solid wood composite door with PVC and wood effect.  
**Location** The Beachwalk Retreat North Street Marazion Cornwall  
**Applicant** Mr Samuel de Frates  
**Grid Ref** 151765 / 30678
- b) **Planning Correspondence Receive**  
E-mails received in response to the unanimously approved vote of no confidence in Cornwall Councils Planning and Enforcement. Cllr Stokoe is collating the replies.
- c) **Planning Decisions**
- i **21/01/2025 PA24/08593 APPROVED**  
Mr And Mrs Monk  
**Location:-** Kenak North Street Marazion Cornwall TR17 0EB  
**Proposal** Listed building consent for proposed internal and external refurbishment/renovation works to include replacing doors, windows and roof structure, rebuilding existing brickwork chimneys, installing rear rooflights, removal of pebble dash render and synthetic paint from external walls, and rebuilding of defective section of stone garden wall
- ii **21/01/2025 PA24/08592 APPROVED**  
Mr And Mrs Monk  
**Location:-** Kenak North Street Marazion Cornwall TR17 0EB  
**Proposal** Listed building consent for proposed internal and external refurbishment/renovation works to include replacing doors, windows and roof structure, rebuilding existing brickwork chimneys, installing rear rooflights, removal of pebble dash render and synthetic paint from external walls, and rebuilding of defective section of stone garden wall
- iii **15/01/2025 PA24/09726 Decided not to make a TPO (TCA apps)**  
**Applicant:-** Dr Neil Walden  
**Location:-** Spindrift Cottage East Cliff Lane Marazion Cornwall TR17 0AZ  
**Proposal** Works to trees in a conservation area (CA), works include T1 Lime pollard due to encroachment on house and roof and telephone wires. T2 Beech thin crown due to encroachment on telephone wires. T3 Leylandii severely overgrown hence felling the tree planting with smaller hedge.
- 10 **To receive a verbal request to have access to the Memorial Gardens to carry out works on a residential property.**  
To consider granting approval subject to the provision of before and after photographs, risk assessment, copies of public liability insurance and an on-site meeting with a town council representative before and after the works.
- 11 **Blue Zones**  
To receive a presentation from Dr Helen Angel.

- 12 Events Working Group Terms of Reference.**  
To consider approval.
- 13 St Aubyn Estates Proposal to create a residential parking area Gwallon Lane area of Marazion.**  
To consider and offer feedback to St Aubyn Estates.
- 14 Folly Field Lease Rent Review February 2025**  
To consider granting approval for the engagement of Peter Heather Consultants to oversee the rent review on behalf of the town council.
- 15 The Square toilets refurbishment.**  
To receive a report
- 16 Marazion Civic Service Wash Up.**  
To consider granting Marazion Apollo Choir and Marazion Wives Association an honorarium payment as a thank you for services using s137)
- 17 Budget Monitoring Q3**  
To receive a report to be formally noted.
- 18 Asset Risk Assessments (standing agenda item)**  
To receive updates.
- 19 Matters Arising from previous Minutes – to receive updates.**
- a **Minute 184** (flooding Green Lane)
  - 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)
  - d **Minute 1753(b)(iii)** (erection of pigeon spikes)
  - e **Minute 1801** (campaign mobile post office)
  - f **Minute 1826** (training Legionella)
  - g **Minute 3089** (holiday lets and wheelie bins)
  - h **Minute 3091** (recharging RNLI for utilities)
  - i **Minute 3094** (seeking of quotes for cemetery gate redecoration and noticeboard)
  - j **Minute 4082** (Speed radar signage)

- k **Minute 4098(b)(viii)(play areas and parental supervision)**
- l **Minute 4098(b)(viii)(damp council chamber)**
- m **Minute 4137 (b)(i) (surveillance equipment)**
- n **Minute 4183 (defibrillator and bleed kit training)**
- o **Minute 4184 (first aid training)**
- p **Minute 4186 (deterioration of the seawall)**
- q **Minute 4210 (fly tipping Island Field allotment)**
- r **Minute 4231(b)(i) (flooding Gwallon Lane and water level measurement)**
- s **Minute 4231(b)(ii) (salt bins)**
- t **Minute 4234 (purchase of paint sprayer)**
- u **Minute 4275 (Marazion cemetery)**

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

**21 Finance**

To review and approve en-bloc.

**a Statement of Accounts – as per bank statements 22<sup>nd</sup> January 2025**

Barclays Community	£18,392.53
Barclays Business	£121,106.85
CCLA	£100,000.00
NS&I	£53,185.53

**b Bank Reconciliations December 2024**

- a. Barclays Business and Community Account 31.12.2024
- b. National Savings and Investment Account (NS&I) 31.12.2024
- c. Churches, Charities and Local Authority (CCLA) 31.12.2024
- d. Petty Cash 31.12.2024
- e. VAT Quarter 3 31.12.2024

**c Accounts for Payments (8<sup>th</sup> January 2025 – 22<sup>nd</sup> January 2025)**

Marazion Chamber of Commerce membership fee	£50.00
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**d Receipts (8<sup>th</sup> January 2025 – 22<sup>nd</sup> January 2025)**

HMRC VAT refund	£18,436.00
Allotment payment No 9	£10.00
Allotment payment No 9	£10.00
Aviva (play area insurance refund minus excess)	£1,970.00
St Aubyn Estates (lease fee)	£18,000

**e Direct Debit Payments (8<sup>th</sup> January 2025 – 25<sup>th</sup> January 025)**

Pennon Water (Folly Field)	£114.78
British Gas (Folly Field toilets)	£46.95
EDF Energy (Town Hall)	£291.75
EDF Energy (Maypole Gardens)	£29.00
EDF Energy (Folly Field supply)	£19.53
EDF Energy (Bus shelter)	£21.82
EDF Energy (Square lighting)	£31.82
Talk Talk (phone and broadband)	£56.39

**f Pre-payments (8<sup>th</sup> January 2025 – 22<sup>nd</sup> January 2025)**

Town Clerk (re-imburse purchase serviettes/table cloths Amazon)	£62.94
Civic Service)	
Town Clerk (re-imburse purchase cream, butter Civic Service Prima)	£24.50
Town Clerk (re-imburse, milk, extra jam,extra cream Civic Service Morrisons)	£13.85
P.Retallack Engraver Community Champion Award	£174.34
Lavenders (pasties Civic Service)	£546.00
Lavenders (scones Civic Service)	£42.00
Elan City Speed Radar Signage	£8,100
Screwfix (paint sprayer)	£89.99
Phild Bakery (saffron buns and Heva cake Civic Service	£126.00
Morrisons (tea, coffee, jam, sugar, sweeteners Civic Service	£20.00
Morrisons (juices Civic Service)	£8.90
Viking Direct (printer paper)	£79.50
The Works (stationery)	£31.49
SLCC membership 2025-2026	£300.00

**22 PART II - Private**

**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 / or the Public Bodies (Admission to Meetings) 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.

**23 Lease Agreement Mounts Bay Sailing Club – Dingy Pen**

To consider options.