



## **MINUTES OF THE MARAZION FULL COUNCIL MEETING TUESDAY 28<sup>th</sup> JANUARY 2025 TOWN HALL MARAZION**

### **Meeting number 16/25**

**Present:** Cllr J Nicholas Chairman, Cllr D Laity Deputy Chairman, Cllr P Hosking, Cllr J Rawlins, Cllr R Jelbart, Cllr P Read, Cllr G Reynolds, Cllr W Collins, Cllr R Stokoe, Cllr J Tutchier

### **In attendance:**

Mrs T Unstead Town Clerk  
Two members of the public.

### **4282 Apologies**

Cllr R Clayton

### **4283 Declaration of Interests**

Cllr P Read agenda item number 9 and 23.  
Cllr G Reynolds agenda item number 23.  
Cllr J Rawlins agenda item number 23  
Cllr R Jelbart agenda item number 16.

### **4283 Dispensations.**

- a) Cllrs Read requested a dispensation to speak and sit in on the discussion agenda item number 23.

**RESOLVED** – unanimously approved.

**Proposed:** Cllr D Laity

**Seconded:** Cllr P Hosking.

- b) Cllrs Rawlins requested a dispensation to speak and sit in on the discussion agenda item number 23.

**RESOLVED** – unanimously approved.

**Proposed:** Cllr P Hosking

**Seconded:** Cllr J Tutchier

### **4284 Public Participation**

Cllr J Nicholas proposed that agenda item number 10 be brought forward so that the member of the public who is the representative for a local property owner needing access to the Memorial Gardens be able speak about the agenda item.

**RESOLVED** – unanimously approved.

**Proposed:** Cllr J Nicholas

**Seconded:** Cllr D Laity

**4285 To receive a verbal request to have access to the Memorial Gardens to carry out works on a residential property.**

The contractor appointed by a local property owner needing access to the Memorial Gardens gave an outline of the wall stabilisation works that are needed however the method of doing so is still being explored.

The safe removal of grave headstones is of utmost importance to the town council. The town council understands that the works must take place.

Consideration is to be given to protection of the grass, reducing noise pollution neighbouring properties, checking if planning consents are needed.

The contractor offered to come and update the town council once the method statement and stabilisation plans have been finalised.

**RESOLVED** – in principle unanimously approved the request subject to more information being provided once available.

**Proposed:** Cllr D Laity

**Seconded:** Cllr R Jelbart

**4286 Mayors Report**

**Reported that:**

The annual Marazion Town Council Civic Service held on the 19<sup>th</sup> of January was a success and he personally wanted to say ‘thank you’ to all councillors who had helped him.

**4287 Matters of Urgency**

A request for a memorial bench has been made. The Town Clerk gave a brief outline, there is a complexity to the request.

Cllr Laity suggested that the Town Clerk adds the request to the agenda for the next Full Council meeting, Tuesday 11<sup>th</sup> February 2025.

**RESOLVED:** unanimously approved.

**Proposed:** Cllr D Laity

**Seconded:** Cllr J Rawlins

**4288 Clerks Report**

- i the Maypole Gardens refurbishment Project Team needs to meet to review information submission for the final claim which has to be submitted to Cornwall by the 14<sup>th</sup> of February 2025 and review the other information that must be provided within timescales set.
- ii a ‘meet and greet for potential volunteers Maypole Gardens Meet and Greet Monday 3<sup>rd</sup> of February 2025 at 2pm, Town Hall. An e-mail has been sent to town councillors as well as those who indicated on the initial survey that they would be interested in volunteering. Cllr Rawlins asked if anyone could volunteer and attend to which the Town Clerk explained that volunteering is open to all and encouraged councillors to promote the ‘meet and greet’ on their social media.

- iii the Town Clerk asked if councillors would consider a change of the Full Council meeting date of Tuesday 25<sup>th</sup> of March 2025 or consider the Town Clerk attending via Zoom so that they can take some annual leave. Cllr Laity supported the Town Clerks request to change the date rather than the Town Clerk attend the meeting whilst on leave via Zoom. The Town Clerk will suggest alternate dates at the next Full Council meeting, Tuesday 11<sup>th</sup> February 2025.
- iv election nomination packs will be available from the library in Penzance as from the beginning of March 2025. The Town Clerk has contacted Cornwall Council and asked if the nomination packs can be sent to the Town Hall and asked if nomination papers will be available to download.
- v there has been a request made for an ashes internment and a burial.
- vii the skip has been ordered for delivery at the Island Field allotments for Thursday 30<sup>th</sup> January 2025. Cllr Nicholas will oversee the delivery of the skip.

#### **4289 Correspondence Received**

None to report.

#### **4290 Councillor Reports**

##### **a) Cornwall Councillor John Martin**

##### **Reported that:**

- i Cornwall Council have released an Interim Policy Position Statement Planning for consultation. There are calls for sites for potential housing development.
- ii the meeting with Andrew George MP will be re-arranged. It was unfortunate that the meeting notice period was so short. Andrew George MP has also asked for the contact details of the Post Office representative who accepted the petition about the Post Office closure and need for a mobile Post Office be sent.

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

##### **i Cllr R Jelbart**

##### **Reported that:**

The Maypole Gardens railings are being installed.

Western Power needs to be contacted about their fence, it's in urgent need of repair.

Thought needs to be given to the planters i.e. type and planting schemes.

##### **ii Cllr P Hosking**

##### **Reported that:**

She had been contacted by a resident about access to the top section of the Maypole Gardens for those with mobility issues. Cllr Jelbart explained the design.

She had removed most of the poppies from the War Memorial just before the Civic Service. A few have been left for decorative purposes.

The Welcome to Marazion sign is hanging after the storm. The Town Clerk will contact the Chamber of Commerce.

iii **Cllr J Tutchier**

**Reported that:**

There has been fly tipping on the grass verge, Churchway in Marazion. Cllr Tutchier will contact Livewest.

3G is being slowly switched off in readiness for 5G. The switching off is causing problems with connectivity. Cllr Martin explained that Cornwall Council are asking for the switch off and switch over to be stopped and delayed until 2027.

iv **Cllr P Read**

Not a report.

Queried the recent planning application submitted by St Aubyn Estates and the impact that it could have on the lease payment. Cllr Laity explained that there is a matrix for working out the rent review payment plus the minimum payment payable will be no less than what the town council has been in receipt of. This as agreed and approved by the town council.

v **Cllr G Reynolds**

**Reported that:**

A meeting of the Open Spaces Working Group needs to be arranged, in specific to identify available burial plots in the old part of the cemetery. Thursday 30<sup>th</sup> January, time to be agreed.

St Aubyn Estates are building a new footpath in the car park which she queried in respect of the planning application submitted.

vi **Cllr R Stokoe**

**Reported that:**

One of the RNLI signs is hanging off by the Folly Field after the storms. Cllr Stokoe offered to contact them.

vii **Cllr D Laity**

**Reported that:**

There had been discussion about the new railings and the accessibility for the Maypole Gardens which had been rectified earlier in the week. Cllr Jelbart reminded everyone that most of the Maypole Gardens is accessible and that the step nosings are being painted and edging painted for visibility.

Bird watchers had taken it upon themselves to access the Maypole Gardens despite the gate being closed and bollards to stop access at the new point of access by the Godolphin Hotel fire exit.

The sailing club dinghy pen fence has blown down in the recent storm. The Town Clerk confirmed that Mounts Bay Sailing Club had been in touch and the fence will be repaired.

The redundant telephone poles which were the reason for the post box near the Britannia Bed and Breakfast to be taken out of service have now been removed.

He has cleared the old shelving out of the School Box and replaced it with the new. Marazion Scholl will be revamping the School Box in March, opening it up again on the 13<sup>th</sup> of March 2025.

He had spoken to Marazion School about St Pirans day, 5<sup>th</sup> of March 2025. Marazion School will let him know about any celebrations.

He had attended the Community Area Partnership meeting held on Wednesday 15<sup>th</sup> January 2025. The Police Inspector offered to carry out 'surgeries' for residents to come and speak to the Police, there will be an X-ray car which will save people having to go to hospital and the Head of Cornwall Council's Planning Enforcement team speaking about planning enforcement.

**4291 Draft Minutes of the Council meeting held on Monday 14<sup>th</sup> January 2025.**

**RESOLVED** – unanimously approved that the minutes are true and accurate record.

**Proposed:** Cllr J Rawlins

**Seconded:** Cllr J Tutchier

**4292 Planning**

Cllr Read left the room.

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

**RESOLVED** – unanimously approved to support.

**Proposed:** Cllr D Laity

**Seconded:** Cllr R Stokoe

b) **Planning Correspondence Receive**

None to note

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.

**4293 St Aubyn Estates Proposal to create a residential parking area Gwallon Lane area of Marazion.**

A discussion was had about the merits of the proposal, would residents use it, would residents walk to the car park, could there be electric charging points.

Cllr Laity reminded councillors that it was the town council who had approached St Aubyn Estates about the creation of a residential car park for residents in and around the Gwallon Lane area of Marazion.

**RESOLVED** – unanimously approved for a letter of support for the initiative to be sent to St Aubyn Estates.

**Proposed:-** Cllr D Laity

**Seconded:** - Cllr W Collins

**4293 Blue Zones**

Presentation date Tuesday 11<sup>th</sup> February 2025. The Town Clerk had mistakenly added the item to the agenda.

**4294 Events Working Group Terms of Reference.**

**RESOLVED** – unanimously approved to adopt.

**Proposed:** - Cllr R Jelbart

**Seconded:** - Cllr P Hosking

**4295 Folly Field Lease Rent Review February 2025**

**RESOLVED** – unanimously approved to appoint Peter Heather Consultants.

**Proposed:** - Cllr W Collins

**Seconded:** - Cllr N Nicholas

**4296 The Square toilets refurbishment.**

**RESOLVED** – unanimously approved appointing and charging the Toilet Working Group to produce a project plan for the Full Council to consider by the end of April 2025.

**Proposed:** - Cllr D Laity  
**Seconded:** - Cllr P Hoskings

**4297 Marazion Civic Service Wash Up.**

Cllr Jelbart left the room.

**RESOLVED** – unanimously approved the use of s137 for honorarium payments of £100 to the Marazion Apollo Choir and the Marazion Wives Club for their services given at the annual Civic Service

**Proposed:** - Cllr J Nicholas  
**Seconded:** - Cllr J Rawlins

**4298 Budget Monitoring Q3**

Councillors had been given the opportunity to review the Budget Monitoring Q3 reports and ask questions of the Town Clerk.

The Town Clerk presented the report.

Cllr Jelbart suggested that for the next budget monitoring review report it would be helpful to separate out the Maypole Garden project expense and grant income as both income and expenditure were unexpected and unplanned for at the setting of the budget for 2024-2025.

**4299 Asset Risk Assessments (standing agenda item)**

None to note.

The Town Clerk advised that there will be an agenda item in February for Full Council to consider in respect of the asset risk assessments.

**4300 Matters Arising from previous Minutes.**

- a **Minute 184** (flooding Green Lane  
Meeting with Andrew George MP to re-arranged.
- 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)  
Cllr Collins reported that there is a large repair needed which will require Full Council approval. There will be an agenda item for Full Council to consider, Tuesday 11<sup>th</sup> February 2025.
- d **Minute 1753(b)(iii)** (erection of pigeon spikes)  
No update.
- e **Minute 1801** (campaign mobile post office)  
Meeting with Andrew George MP to re-arranged.  
Cornwall Cllr Martin asked if the name of the representative from the Post Office who attended the petition handing over in April 2024 can be sent to him. Cllr Stokoe will action.

- f     **Minute 1826** (training Legionella)  
Refer to minute 4216. Training yet to be booked.  
The Wallgates have now had the daily purge feature turned on.
  
- g     **Minute 3089** (holiday lets and wheelie bins)  
No update.
  
- h     **Minute 3091** (recharging RNLI for utilities)  
No update.
  
- i     **Minute 3094** (seeking of quotes for cemetery gate redecoration and noticeboard)  
No update.
  
- j     **Minute 4082** (Speed radar signage)  
Signage has been ordered, delivery due week commencing the 3<sup>rd</sup> February 2025.
  
- k     **Minute 4098(b)(viii)**(play areas and parental supervision)  
No update. The Town Clerk and Cllr Stokoe have yet to complete the town signage audit.
  
- l     **Minute 4098(b)(viii)**(damp council chamber)  
No further update.
  
- m     **Minute 4137 (b)(i)** (surveillance equipment)  
The Town Clerk reported that Penzance, St Ives and Hayle have set up a CCTV monitoring hub. The Town Clerk will find out more and report back.
  
- n     **Minute 4183** (defibrillator and bleed kit training)  
No update.
  
- o     **Minute 4184** (first aid training)  
No update.
  
- p     **Minute 4186** (deterioration of the seawall)  
The deterioration has got worse over recent weeks. Cornwall Cllr Martin said he would raise at Cornwall Council
  
- q     **Minute 4210** (fly tipping Island Field allotment)  
Skip ordered for Thursday 30<sup>th</sup> January 2025. There is also a new post to fix the access gate, chain, and padlock. The combination for the padlock to be given to the Island Field allotment holders in due course.
  
- r     **Minute 4231(b)(i)** (flooding Gwallon Lane and water level measurement)  
Cornwall Council contacted, no further update.



- s **Minute 4231**(b(ii) (salt bins)  
Cornwall Council contacted, no further update.
- t **Minute 4234** (purchase of paint sprayer)  
Purchased and arrived. Cllr Tutchier will collect from the Town Hall.
- u **Minute 4275** (Marazion cemetery)  
Refer to Minute 4290(b)(v).
- 4301 Any other matters arising from Minutes not covered by items above.**  
None.
- 4302 Finance**  
**RESOLVED** – unanimously approved en-bloc.  
**Proposed:** Cllr P Hosking  
**Seconded:** Cllr J Tutchier
- 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**  
Barclays Business and Community Account 31.12.2024  
National Savings and Investment Account (NS&I) 31.12.2024  
Churches, Charities and Local Authority (CCLA) 31.12.2024  
Petty Cash 31.12.2024  
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
- 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/tablecloths Amazon)	£62.94
Civic Service)	
Town Clerk	£24.50
(re-imburse purchase cream, butter Civic Service Prim	
Town Clerk	£13.85
(re-imburse, milk, extra jam,extra cream Civic Service Morrisons)	
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 (safron 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

**4303 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.

**4304 Lease Agreement Mounts Bay Sailing Club – Dingy Pen**

Cllr G Reynolds left the meeting and did not return.

**RESOLVED** – unanimously approved to write to Mounts Bay Sailing Club stating the town councils' position.

**Proposed:** Cllr D Laity

**Seconded:** Cllr R Stokoe.

Meeting closed at 21.45

**Cllr J Nicholas**

**Town Mayor**