



**MINUTES OF THE MARAZION TOWN COUNCIL 27th April 2021, 7.30PM.
MEETING HELD VIRTUALLY (ZOOM).**

MEETING NUMBER 30/20

Present: Cllr D Laity Chairman, Cllr W Collins Deputy Chairman, Cllr Mrs G Reynolds Cllr P Hoskings, Cllr S Trudgen, Cllr D Walsh, Cllr M Britten, Cllr Nicholas.

In attendance:

Mrs T Unstead Town Clerk

537 Apologies

None received.

538 Public Participation

There was none.

539 Declarations of Interest

Cllr Read agenda item 20(i)

Cllr Clayton agenda item 20(i)

540 Dispensations

There were none.

541 Mayors Report – Matters of Urgency

a) Cllr Laity reminded councillors present that this is the last meeting for Cllrs Trudgen and Britten.

Cllr Trudgen has served on the council since the 25th of September 2001 and Cllr Britten since the 8th of June 1999.

Both councillors have served terms as Mayors of Marazion and as councillors have made a huge contribution to the council and the local community.

Cllr Laity gave a tribute to Cllrs Trudgen and Britten and said, 'thank you' on behalf of the council and the community and virtually presented 'Certificates of Appreciation'. A virtual round of applause followed.

b) Folly Field play area. An urgent repair has been made to the train small tunnel as it had started to collapse. Cllr Nicholas and Collins had given approval for the urgent repair works to be carried out.

c) Planning application PA21/03760. The application to be discussed at the next meeting of the council.

d) Zoom. The offer of 25% off to be applied for and the Zoom licence to continue.

e) August meetings. Consideration later to be given to reducing August meetings to one rather than two.

542 Clerks Report

- i The Clerk reported that they will be on annual leave on Thursday the 29th of April and Friday the 30th of April 2021.
- ii The Clerk reported that all the vacant allotment sites have been allocated.
- iii The Clerk reminded councillors that the Internal Auditor is due to be audit on Monday the 17th of May 2021.
- iv The Clerk announced that it is intended to bring the Annual Governance and Accountability Return to be brought before council for approval on Tuesday the 22nd of June 2021.
- v The Clerk reported (linked to item 7 on the agenda), that there have been e-mails between the council and Devon and Cornwall Police in respect of the Gwallon Lane.

543 Correspondence Received.

- i Gwallon Lane play area. Number of e-mails received from the resident, Sector Inspector and Police Community Support Office (Devon and Cornwall Police).
- iii Request received from the Royal National Institute of Lifeboats to be able to fundraise using the Folly Field.

AGREED.

- v E-mail received from resident advising that they were reviewing how to carry works to their retaining wall instead of accessing via the Memorial Gardens.
- vi Cllr Reynolds asked the Clerk if e-mails from the Sailing club had been received. The Clerk confirmed not but they would check the 'junk' mail inbox. The Clerk confirmed that two e-mails from the Sailing Club were in the 'junk' mail inbox. The Clerk read of the two e-mails to the council.

Key issue access to the sailing club pen for the forthcoming Bank Holiday weekend as access via the estate car park has been blocked due to the filming going on.

The Clerk reminded the council that copies of public liability and risk assessment will be required. The sailing club will have public liability.

AGREED (under Matters of Urgency) that access to the sailing pen, across the Folly Field is given to the Sailing Club for the forthcoming Bank Holiday weekend (only and on the proviso that the access will be supervised at all times by a member of the sailing club).

544 Councillor Reports

i Cllr D Walsh

Reported on the West Penwith Police Liaison Meeting held on Thursday 15th of April 2021.

Key points: -

Presentation given by a PCSO on the positive work undertaken with migrant workers and the large commercial daffodil growers.

Cllr Walsh raised and reported on the issues of anti-social behaviour at the Gwallon Lane play area. The Sector Inspector Rebecca LeCheminant keen to assist and information is to be sent.

Reported that the 'Dollan' is in a disgusting state and is need of decoration and a clean-up. To be considered at the next meeting of the council.

ii Cllr Collins

Reported on a meeting had at the cemetery on Friday 23rd of April 2021 with Cllr Reynolds and Reverend Paul Benney and the Town Clerk.

Discussion points: -

Grass seeding of the area of land between the last row of graves and the wall

(bottom part of the cemetery). To do this will tidy up that area of the cemetery. Further the concept of a memorial area on the piece of land at the very bottom of the cemetery on the right-hand side. This concept previous brought to council by Cllr Laity. Suggestions included the positioning of granite bench, lowering the hedge to maximise the view over the Mount, shrub planting.

Reported on the allotments. The allotments are in generally good order and looking fantastic. The fence post does need to be replaced. Materials to be sourced from Mole Valley Farmers. An account to be set up with Mole Valley. Town Clerk to investigate opening an account.

Reported on the positioning of benches at the Gwallon Lane play area. The Playing Fields Association agreed the location of the benches. Suggestion made to have a fenced area. The Playing Fields Association have agreed to pay for a fence if the Town Council can arrange. A meeting with the Outdoor Play People has been arranged for Thursday 6th May 2021. Fencing, the creation of a plinth for the bin and signage to be discussed with the contractor.

Reported that Tidy Grounds has been in contact with Cllr Collins about the removal of the grass adjacent to the concrete base where the new cycle racks are going. To be discussed further under agenda item 18.

iii Cllr Hoskings

Reported unauthorised parking in North Street outside of Little Haven. Parking for one car (single space only) but up to four or five cars are parking there. This then obstructs North Street, and the refuse lorry is unable to get through and Cllr Reynolds reported 'nor any other emergency service vehicle'.

Can Biffa be contacted and asked if stickers can be placed on the offending vehicles. The Town Clerk to contact Biffa.

Signage needed stating one car parking only needs to be reinstated.

Cornwall Council Parking Enforcement to be contacted.

Photographs and times to be supplied by Cllr Hoskings and sent to the Town Clerk.

Reported that a wall in Kings Road needs re-capping as stones have become loose and are falling into the road. Cllr Hoskings to furnish the Town Clerk with all the necessary details who will draft a letter to send.

v Cllr Read

Raised concerns about the access to the Folly Field car parks, the town councils lease hold property. It appears that St Aubyn Estates are possibly restricting the town council's access to the car parks which may be in breach of the lease agreement held.

Cllr Read asked for legal advice to be sought in respect of free and unfettered access. Having to ask for permissions to gain access to the town councils leased area of land could be deemed as not providing free and unfettered access.

Further discussions took place with councillors remarking about the car park, the lease, the terms of the lease, financial implications, and impact on the council income. An extraordinary council meeting to be called for Tuesday 4th of May 2021 to the engagement of a Solicitor, engagement of Miller Commercial services and to approve a budget to cover the costs of legal fees.



Members considered the minutes of the meeting held on Tuesday 13th of April 2021.
RESOLVED – that the minutes of the meeting held on Tuesday 13th of April 2021 be approved and signed, subject to the date amendment being made, as a correct and accurate record.

546 Marazion Town Council Health and Safety Policy

RESOLVED – to approve and adopt the Health and Safety Policy as presented.

547 Marazion Town Council Risk Management Strategy

RESOLVED – to approve and adopt the Risk Management Strategy.

548 Marazion Town Council Statement of Internal Controls

RESOLVED – to approve and adopt the Statement of Internal Controls.

549 Gwallon Lane Play Area

RESOLVED – due to sensitive information being received, resolved to move the agenda item to Part II.

550 Co-option of Councillors

a) Tuesday 18th May 2021 council to formally approve the co-option of councillors to fill the three vacant seats.

b) Wednesday 19th May 2021 the council advertises the three vacant seats for a two-week period (closes Wednesday 2nd of June 2021).

c) Tuesday 8th June 2021 council to hear from applicants and for the council to vote on who will be the new councillors. Tuesday 22nd June 2021 to be earmarked as a secondary date.

RESOLVED – to approve the timetable as presented.

551 Face to Face Meetings.

RESOLVED – to move council meetings to the All Saints Church hall (if approval for the Church is granted) should there not be an extension to councils being able to meet virtually.

552 Memorial Bench Seafront

RESOLVED – not to approve the request made for the positioning of a memorial bench on the seafront. The Town Clerk to write to the applicant and advise them of the council's decision.

553 Litter Issues/Bin Provision

Cllr Reynolds advised the council about the growing concern about the amount of litter in and around the town being generated from take-aways and other sources of litter. There is a growing problem which needs to be addressed.

AGREED – for the Town Clerk to write Cornwall Council about businesses and the provision of litter bins including trade waste, contact Biffa and arrange for a large wheelie bin to be located at the Folly Field as has been done in previous years and to write to St Aubyn Estates and asked if the bins can be unlocked as the car park is open now 24 hours a day.

554 Cycle Rack Hardstanding.

RESOLVED – to approve the spend of up to £400 and for Cllr Collins to liaise and direct Tidy Grounds as to the work that needs to be done.

555 Purchase of Confidential waste shred bags

RESOLVED – to purchase confidential waste bags for the office.

556 Matters Arising from previous Minutes.

- a **Minute 094 of 7/20 (Footpath 14).**
No update.
- b **Minute 184 of 15/20 (Flooding Green Lane).**
No update.
- c **Minute 351 of 22/20 (Erosion of seawall steps Leys Lane).**
Hole in the seawall has been repaired.
- e **Minute 381 of 23/20 (footpath number 8) – to receive an update.**
No update.
- f **Minute 477(b)(v) of 27/20 (noticeboard Wheal An Wens).**
No update. Town Clerk to go through the Clerks magazine and report back on suitable designs.
- g **Minute 523(b)(ii) of 29/20 - report from visit to the cemetery with Rev Paul Benney).**
As per minute 544 (ii)
- h **Minute 523 of 29/20 (Cllr S Nicholas CC report)**
No update.
- i **Minute 425 of 25/20 (website)**
The Town Clerk gave an update. There is quite a bit of work to do in document preparation and the Town Clerk advised that this work will be the focus of their tasks in the next couple of weeks. Councillors will be invited in to have their photograph taken for the website, news events need to be considered and photographs. Cllr Clayton was asked if he could provide drone footage.

557 Finance

- a) **Statement of Accounts**
RESOLVED – to note the statement of accounts as presented.
- b) **Accounts for Payment**
RESOLVED – to approve the accounts for payment other than NNDR payment for Code Institute.
- c) **Accounts for pre-payment**
RESOLVED – to note.
- d) **Receipts**
RESOLVED – to note.
Cllr Read asked about receipts for the scaffold at Fair Green. The Town Clerk confirmed that the invoice had been paid and another issued.



e) **Direct Debits**
RESOLVED – to note.

f) **Credits**
RESOLVED – to note.

558 **Planning**

a) **Applications for Planning Permission**

Cllrs Read and Clayton were placed into the waiting room.

i **Application PA21/02657**

Penmarric East End Turnpike Road Marazion.

Removal of existing first floor studio and construction of new studio at first floor

RESOLVED – to approve.

b) **Applications Approved/Refused**

Noted.

c) **Correspondence**

None

559 **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.

560 **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.

561 **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 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- to move into Part II.

562 East End car parking and hardstanding.

A discussion was had.

563 Gwallon Lane Play area.

A discussion was had about the continuing reports of anti-social behaviours and the impact of those anti-social behaviours.

Meeting Closed 21.45

Signed

A handwritten signature in black ink, appearing to be 'Derek Laity', written over a horizontal line.

Cllr Derek Laity
Town Mayor

