



MARAZION TOWN COUNCIL

**Meeting 18/21/22
TO ALL COUNCILLORS**

27th January 2022

Dear Councillors

NOTICE IS HEREBY GIVEN that you are summoned to attend an Extraordinary Meeting of the Town Council on **Tuesday 1st February 2022, 7.30pm**, Marazion Town Hall (choir room).

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

Please note.

1. 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.

2. 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 work of the Town Council. 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.

3. Covid Safe Meetings

Please wear a mask (can be removed when speaking), hand sanitising prior to entering the meeting room, log in with Track and Trace and if prior to the meeting you or a family member are showing any Covid-19 symptoms then please send apologies and do not attend.

The Town Hall, Market Place, Marazion, Cornwall TR17 0AR

Tel: 01736 710234. E-mail: tracey.unstead@maraziontowncouncil.gov.uk

Clerk to the Council: Mrs Tracey Unstead

AGENDA

Part I

(Open to the public)

1 Apologies

To receive, record and where requested approve, the reason for the apology of absence.

2 Public Participation

3 Declarations of Interest

To declare any disclosable interests relating to the items of business on the agenda.

4 Dispensations

To receive and consider any requests for dispensation (if any)

5 Mayors Report/Matters of Urgency

To consider items which, in the opinion of the Chairman of the Council should be considered by the meeting as matter of urgency (if any). Any items not listed on the agenda and decisions made may be open to legal challenge.

6 Survey and Mapping of Marazion Cemetery and Provision of a Burial Ground Management System – to consider the proposal as presented.

7 Tender Documents Grounds Maintenance and Grass Cutting Contract – to consider the reviewed documents and approve the advertising of the ‘tender’ – Town Clerk.

8 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.

9 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.

**10 Part II
(Private)**

The Town Hall, Market Place, Marazion, Cornwall TR17 0AR

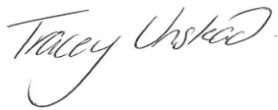
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Items which may be taken in the absence of the public and press on grounds that Exempt information may be disclosed as defined in the Local Government Act 1972 and Public Bodies (admissions) Act 1960.

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

11 Lease Folly Field Car Park.



Tracey Unstead
Town Clerk

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