



MARAZION TOWN COUNCIL

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

17th March 2022

Dear Councillors

NOTICE IS HEREBY GIVEN that you are summoned to attend a meeting of the Town Council on **Tuesday 22nd March 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) and hand sanitising prior to entering the meeting room. 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 Clerks Report

- i Devon and Cornwall 101 online reporting vandalised toilet locks, Gentleman's toilets, Folly Field.
- ii Application made and submitted to the National Lottery Community Fund for grant monies towards the cost of the Feliskirk BT telephone box.
- iii RNLI May Day Mile Sportiv 1st May 2022.

7 Correspondence Received.

8 Councillor Reports

a) Town Councillors

To receive reports

9 Minutes of the Council meeting held on Tuesday 8th March 2022.

To consider, approve and sign the minutes of the Town Council Meeting held on Tuesday 8th March 2022.

10 Maypole Gardens/Seawall – to consider how the Council proceeds considering the information received from the Councils insurers.

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- 11 **Review of Marazion Town Council Financial Regulations** – to review and re-adopt – Town Clerk.
- 12 **To approve and adopt the draft Terms of Reference Staffing Committee** – to approve – Town Clerk.
- 13 **To approve and adopt the draft Terms of Reference Allotment Working Party** – to approve – Town Clerk.
- 14 **To approve and adopt the draft Terms of Reference Cemetery Working Party** – to approve – Town Clerk.
- 15 **To approve and adopt the Terms of Reference Toilet Working Party** – to approve – Town Clerk.
- 16 **National Government Pay Award – Public Sector** – to formally note that the Public Sector pay award for 2020-2021 has been settled at 1.75%.
- 17 **Queens Platinum Jubilee draft programme of events** – to consider the draft programme of events as presented – Cllr R Stokoe.
- 18 **Matters Arising from previous Minutes.**
 - a **Minute 094(Footpath 14)** – to receive an update.
 - b **Minute 184(Flooding Green Lane)** – still awaiting a meeting with Cornwall Council and the Environment Agency.
 - c **Minute 381(Footpath number 8)** – note that the Town Clerk due to other priorities has yet to review the process and resources needed.
 - d **Minute 694(Maypole Gardens repair works)** – to receive an update.
 - e **Minute 861(Defibrillators)** – The Methodist Chapel have approved the installation of a defibrillator on the outside of the chapel.
 - f **Minute 911(Vandalised Light Bus Shelter)** – to receive an update.
 - g **Minute 991(iv)(loose handrail Beacon Brazier)** – receive an update.
 - h **Minute 957(a)(b) (BT telephone boxes)** – to receive an update.
 - i **Minute 1033 (To consider what can be done to recognise 70 years' service – Mace Bearer)** – to receive an update.
- 19 **Any other matters arising from Minutes not covered by items above.**
- 20 **Finance** – to resolve to approve: -

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a)	Bank reconciliations February 2022.	
b)	Statement of Accounts – as per bank statements 3rd March 2022.	
	Community	£118.00
	Business Premium	£112,326.97
	NS& I (Earmarked Reserves)	£151,054.19
c)	Accounts for Payments	
	Beacon Garden Services	£105.00
d)	Receipts	
	Cornwall Council LMP	£238.07
	Longrock Memorials	£18.00
	Penwith Funeral Services	£609.25
e)	Direct Debits	
	Information Commissioner	£40.00
	EDF Energy Town Hall	£139.00
	EDF Energy Lighting the Square	£29.00
	EDF Energy Maypole Gardens	£17.00
	EDF Energy Folly Field	£32.00
f)	Pre-payments	
	Clerks Salary Feb	£1,464.19
	HMRC PAYE	£724.52
	Toolstation – locks toilets doors Folly Field	£6.72

21 Planning

- a) **Applications for Planning Permission**
- i **Application PA22/00960**
Proposal Outline application for erection of up to 4 dwellings/domestic garages with all matters reserved
Location Land Adj To Bosworgy Turnpike Road Marazion Cornwall
Applicant H And A Edwards And Thomas
Grid Ref 152731 / 3052
<http://planning.cornwall.gov.uk/online-applications>
- ii **Application PA22/02262**
Proposal Replace front elevation windows and rotted timber cladding
Location Tudor Chippy West End Marazion Cornwall
Applicant MR AND MRS THOMPSON
Grid Ref 151683 / 30706

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<http://planning.cornwall.gov.uk/online-applications>

- b) **Applications Approved/Refused by Cornwall Council.**
None at the time of publishing
- c) **Correspondence**
None at the time of publishing.

22 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.

23 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.

**24 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

- 25 Town Clerk Incremental Rise** - to consider approving the Town Clerks incremental rise as per the terms and conditions of employment.



Tracey Unstead
Town Clerk

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