



MARAZION TOWN COUNCIL 49th ANNUAL MEETING

Meeting 1/23

2nd May 2023

TO ALL COUNCILLORS

Dear Councillors

NOTICE IS HEREBY GIVEN that you are summoned to attend the Annual Meeting of the Town Council on **Tuesday 9th May 7.15pm** Marazion Town Hall.

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

Whilst Covid 19 restrictions have been removed we recommend that anyone wishing to attend a meeting of Marazion Town Council still wears a face mask. Hand sanitiser is provided, and face masks are available if needed.

Please do not attend the meeting if you are feeling unwell, Covid 19 positive – thank you.

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 Welcome – Incumbent Chairman of Marazion Town Council Cllr William Collins.

The Chairman of the Council will present a report.

2 Election of Chairman of the Council (Town Mayor) 2023-2024.

The Chairman of the Council (Town Mayor) will call for nominations and put nominations received to a vote. This is followed by: -

a) signing of the Declaration of Office.

3 Chairman (Town Mayor) to confirm Mayors Consort for 2023-2024.

4 Election of Vice-Chairman of the Council (Deputy Mayor) 2023-2024

The Chairman of the Council (Town Mayor) will call for nominations and put nominations received to a vote. This is followed by: -

a) signing of the Declaration of Office.

5 Vice Chairman (Deputy Mayor) to confirm Deputy Mayors Consort 2023-2024.

6 Apologies for absence.

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

7 Declaration of Interests.

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

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8 Dispensations.

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

9 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.

10 Minutes of the Council meeting held on Tuesday 25th April 2023.

To consider, approve and sign the minutes of the Town Council Meeting held on Tuesday 25th April 2023.

11 Appointment of the Mayors Chaplain for 2023-2024.

The Chairman of the Council will appoint their Chaplain.

12 Bank Signatories.

To resolve to approve bank signatories.

Current signatories: -

Cllrs Collins, Nicholas, Laity, Tutchier and Stokoe.

13 Town Council Bank Accounts.

To resolve to approve the town council bank accounts as listed:

Barclays (Community and Business Premium).

National Savings and Investment.

CCLA (once account is opened, minute 1596).

Unity Bank (once account is opened, minute 1596).

14 Direct Debits.

To approve the list of direct debits as presented.

EDF Energy (monthly)

British Gas (electric monthly)

Information Commissioners (annually)

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Alchemy Systems IT support (monthly)
1st Office printer and support(quarterly)
Siemens printer and insurance (quarterly).
Talk Talk Business broadband and phone (monthly)
Pennon Water Services (formerly South West Water monthly).

15 Marazion Town Council Insurance Policy.

To note that Marazion Town Council does have in place adequate insurance (BHIB). The policy is being reviewed and is due for renewal on the 1st of June 2023.

16 Risk Management Policy and Risk Register.

To consider deferring the review and re-adoption in accordance with Standing Order 5, j (xiii) until Tuesday 23rd May 2023.

17 Schedule of meetings for 2023-2024.

To approve the schedule of meetings for 2023-2024 as presented.

18 Asset Register.

To consider deferring the review and re-adoption in accordance with Standing Order 5, j (xiii) until Tuesday 23rd May 2023.

19 Composition of Committees, Working Groups, Representatives External Bodies.

To approve membership.

20 Governance change - Working Groups to Sub-Committees.

To consider deferring the review and re-adoption in accordance with Standing Order 5, j (xiii) until Tuesday 23rd May 2023.

21 Marazion Town Council Review of Standing Orders

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To approve the reviewed Standing Orders as presented.

22 Mayoral Allowance 2023-2024

To agree the payment of Mayoral Allowance to the Mayor of £1,205 as approved in the 2023-2024 budget.

23 Planning

- a) **Application** PA23/03304
Proposal Works to trees in a Conservation area (TCA) namely a reduction in 2 Sycamores by approx 6m
Location Friends Meeting House Back Lane Marazion Cornwall TR17 0HE
Applicant Quakers
<https://planning.cornwall.gov.uk/online->
- b) **Application** PA23/02898
Proposal Replacement Windows & Doors
Location Hendra Cottage Turnpike Hill Marazion Cornwall
Applicant Heason Kelly Ltd
Grid Ref 152176 / 30722
<https://planning.cornwall.gov.uk/online->

24 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.

25 The 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.

Part II

(Private)

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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

26 Land Dispute

To receive an update.

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