



## **Marazion Town Council**

**Meeting 3/2023  
TO ALL COUNCILLORS**

**8<sup>th</sup> June 2023**

Dear Councillors

**NOTICE IS HEREBY GIVEN** that you are summoned to attend a meeting of the Town Council on **Tuesday 13<sup>th</sup> June 2023 7.30pm**, Marazion Town Hall, **Council Chamber**.

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

**Please note.**

**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.

**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 on the agenda. 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.

**Covid Safe Meetings**

We ask that if you suspect you may have Covid 19 or you have tested positive in days before the date of the meeting that you do not attend.

Mask wearing is optional. Hand sanitiser and masks are available.

# **AGENDA**

## **Part I**

### **(Open to the public)**

**1 Devotions Reverend Rebecca Fugill**

To receive devotions.

**2 Apologies**

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

**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.

**5 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.

**6 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.

**7 Clerks Report**

- i Meeting Ludgvan Parish Councillors – Marazion Station update.
- ii Community Area Partnership meeting 28<sup>th</sup> June 2023, St Johns Hall, Penzance 6.30pm-8.00pm.
- iii Agenda items forthcoming meetings.
- iv Notification of Regulation 14 Consultation on the Pre-Submission draft of the St Hilary Neighbourhood Plan.

**8 Correspondence Received**

None at the time of publishing the agenda.

**9 Councillors Reports**

**a) Cornwall Councillor Report**

To receive a report.

**b) Town Councillor Reports**

To receive reports.

**10 Minutes of the Council meeting held on Tuesday 23<sup>rd</sup> May 2023.**

To consider, approve and sign the minutes of the Town Council Meeting held on Tuesday 23<sup>rd</sup> May 2023.

**11 Annual Governance and Accountability Return 2022 – 2023.**

To approve the Annual Governance and Accountability Return 2022 – 2023.

To approve the Exercising of Public Rights 15<sup>th</sup> June 2023 – 26<sup>th</sup> July 2023.

**12 Risk Register and Asset Inspection/Reporting Regime.**

To consider the reviewed and updated Risk Register 2023-2024 and to approve the re-introduction of an asset inspection/reporting regime.

**13 Cornwall Councils Call to end Dumping Sewage at Sea.**

To consider writing in support of Cornwall Council to the Secretary of State, South West Water and the Environment Agency regarding holding the water companies to account on the dumping of sewage in our seas.

**14 Request for support from Marazion in Bloom.**

To consider a request from Marazion in Bloom as made on the 23<sup>rd</sup> of May 2023 for the town council to help with the completion of the refurbishment of the horse trough on Turnpike Hill.

**15 Request for support from St Aubyn Estates**

To consider a request made by St Aubyn Estates asking for support to improve the gateway to Marazion (railway bridge and advertising boards).

**16 Maypole Gardens Refurbishment**

To grant authority from Full Council to the Open Spaces Working Group to explore refurbishment options, costings and to report back to Full Council on the 11<sup>th</sup> July 2023.

**17 Matters Arising from previous Minutes.**

a **Minute 184** (flooding Green Lane) – to receive an update (*standing agenda item*).

b **Minute 381** (Footpath number 8) – note that the Town Clerk due to other priorities has yet to review the process and resources needed (*standing agenda item*)

c **Minute 911** (vandalised Light Bus Shelter) – to receive an update.

d **Minute 1113** (play area repairs) – to receive an update.

e **Minute 1378 (b) (viii)** (new traffic management scheme and implementation).

- f) **Minute 1478** (signage review) - to receive an update.
- g) **Minute 1540** (Donation Box, The Book Box) – to receive an update.
- h) **Minute 1562** (letters to allotment holders) – to receive an update.
- i) **Minute 1595** (invite the Cornwall Council Area Parking Operations Manager to a meeting) to receive an update.
- j) **Minute 1620** (speed radar signage) – to receive an update
- k) **Minute 1621** (tree survey) – to receive an update
- l) **Minute 1640(b)(vi)** (Folly Field gate not closing) – to receive an update.
- m) **Minute 1646** (purchase picnic benches Maypole Gardens) – to receive an update.
- n) **Minute 1647** (painting memorial benches) – to receive an update.
- O - **Minute 1650** (purchase emergency planning equipment) – to receive an update.

**17 Any other matters arising from Minutes not covered by items above.**

**18 Finance**

Review and approve en bloc.

- a) **Bank Reconciliation May 2023.**
- b) **Statement of Accounts – as per bank statements 7<sup>th</sup> June 2023**

*Community	£-260.75
Business Premium	£144,811.10
NS& I (Earmarked Reserves)	£151,054.19
*Note – Community Account deficit will be reduced from Business Premium feeder account.	
- c) **Accounts for Payments**

Hudson Accounting (internal audit)	£250.00
Cornwall Council SLC April 2023	£172.00
SWPSI (play area inspections)	£79.99
Marazion Town Trust (council chamber & museum)	£2,500
- d) **Receipts (up until the 5<sup>th</sup> of June 2023).**

Long Rock Memorial (inscription)	£18.00
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Allotment 5a	£20.00
Allotment 15b	£20.00
Burial Peakes of Tolcarne	£682.50
Allotment RH 5	£20.00
Garage No 1	£50.00
Bank Interest	£307.30
Wayleave (National Grid cheque)	£4.58
<b>e) Direct Debits</b>	
Talk Talk	£47.69
Alchemy Systems IT	£117.48
Pennon Water (SW Water Folly Field)	£550.77
Siemens (printer insurance)	£30.97
Siemens (printer)	£119.54
Source for Business (SW Water cemetery)	£18.36
1 <sup>st</sup> Office (printer)	£94.87
<b>f) Pre-payments</b>	
May salary Town Clerk	£1,985.74
AG Intl (Memorial Gardens digital mapping)	£300.00
Cllr Collins reimbursement	£11.42
BHIB insurance	£1,440.60
Contractor - painting memorial benches	£182.00
PAYE May 2023	£1,022.31
Cornwall Association Local Councils membership	£616.60
Tidy Grounds	£664.00
Tidy Grounds	£687.76
Tidy Grounds	£552.00
Tidy Grounds	£153.00
Payroll services HG Bookkeeping	£150.00
Skip Marazion Allotments	£565.00

## 19 Planning

### a) To receive recommendations from the Planning Working Group.

- i **Application PA23/03453**  
**Proposal** Proposed extension forming new cupboard  
**Location** Mount House Market Place Marazion Cornwall  
**Applicant** Mr M Warwick  
**Grid Ref** 151907 / 30633  
<https://planning.cornwall.gov.uk/online->
- ii **Application PA23/03454**

**Proposal** Listed building consent for proposed extension forming new cupboard

**Location** Mount House Market Place Marazion Cornwall

**Applicant** Mr M Warwick

**Grid Ref** 151907 / 30633

<https://planning.cornwall.gov.uk/online->

iii **Application PA23/03691**

**Proposal** Certificate of lawfulness for existing use of building as a dwelling.

**Location** Gwern Barn Green Lane West Marazion Cornwall

**Applicant** Dr G Job

**Grid Ref** 151439 / 31429

<https://planning.cornwall.gov.uk/online->

iv **Application PA23/03294**

**Proposal** Listed Building Consent for the replacement of a c.1980s front door to a traditional cottage style front door

**Location** Honeysuckle Cottage Fore Street Marazion Cornwall

**Applicant** Mr Nick Reading

**Grid Ref** 152089 / 30636

<https://planning.cornwall.gov.uk/online->

v **Application PA23/03997**

**Proposal** Construction of Dwellinghouse Previously Approved (PA16/05027)

**Location** 3 Henfor Gardens Turnpike Road Marazion Cornwall

**Applicant** Mr & Mrs S Mann

**Grid Ref** 153091 / 30585

<https://planning.cornwall.gov.uk/online->

vi **Consultee Comments for Planning Application PA23/03759**

E-mail received from the Planning Officer (see attached e-mail) about MTC's comments in relation to the lack of a tree survey provided (planning application).

The Planning Officer is seeking consent from the Town Council now in light of the new information provided.

b) **Planning Correspondence**

None other than (a)(vi).

**20 The Freedom of Information Act 2000 (to be taken as read)**

Deems that all information held by this Council should be freely available to the public unless it falls under one of 23 exemptions.

**21 Data Protection Act 2018 (to be taken as read)**

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.

**22 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.

No agenda items.

A handwritten signature in cursive script, reading "Tracey Unstead".

Tracey Unstead  
Town Clerk