



## **MINUTES OF THE MARAZION TOWN COUNCIL MEETING TUESDAY 26<sup>th</sup> SEPTEMBER 2023 TOWN HALL MARAZION**

### **Meeting number 09/23**

Present: Cllr W Collins Chairman, Cllr J Nicholas Deputy Chairman, Cllr P Hosking, Cllr P Read, Cllr D Laity, Cllr D Walsh, Cllr J Rawlins, Cllr R Clayton.

#### **In attendance:**

Mrs T Unstead Town Clerk  
One member of the public  
Cornwall Councillor John Martin.

#### **1811 Apologies**

Cllr G Reynolds  
Cllr R Stokoe  
Cllr J Tutchier

#### **1812 Declarations of Interest**

Cllr P Read agenda item 11.

#### **1813 Dispensations**

None.

#### **1814 Public Participation.**

None

#### **1815 Mayors Report/Matters of Urgency**

##### **a) The Town Mayor reported that:**

He and the Mayoress attended a reception arranged by the HMS Warpsite Association held in the Marazion Hotel on Saturday 16<sup>th</sup> September 2023 and then on Sunday 17<sup>th</sup> September attended the HMS Warpsite remembrance service held at the HMS Warpsite memorial stone at the Folly Field.

Maypole Gardens needs some improvement. Although not on the agenda, the improving of the Maypole Gardens needs to be discussed soon.

He would like to invite the Cornwall Youth Choir to the Civic Service. The Town Clerk will contact the choir and ask if they could consider the request.

The Outdoor Play People have confirmed that they will remove the two pieces of play equipment as requested in the Folly Field play area. Date to be confirmed.

Cllr Martin did send a letter in support of the grant application submitted to Cornwall Council for the purchase of and installation of two new pieces of accessible play area equipment. Cllr Collins thanked Cllr Martin for his support.

**b) Under Matters of Urgency.**

The Town Clerk advised the Full Council that they had just received notification that the External Audit has been concluded. A full report will be brought to the Full Council on the 10<sup>th</sup> of October 2023. The conclusion notice was not received until Monday 25<sup>th</sup> September 2023 and the notice of conclusion must be made public by the 30<sup>th</sup> of September.

The conclusion' notice will now be made public on the town council noticeboard and website.

The external auditors noted that Section 1, Box 9 and Section 2, Boxes 11a and 11b in respect of trust funds has been left blank which was an oversight. The smaller authority has confirmed that it does not act as sole managing trustee for trust funds, and thus the responses should have been 'N/a', 'No' and 'N/a' respectively. The smaller authority should ensure the AGAR is fully completed in future. Other than that, a clean audit.

**1816 Clerks Report.**

**The Town Clerk reported that:**

- i Play Area Working Group meeting date and time confirmed as Thursday 5<sup>th</sup> Oct at 7.30am.
- ii confirmation received that as of 1<sup>st</sup> April 2024 Cornwall Council will be charging £6,353.90 for the emptying of the bins at the Folly Field Play area. Cornwall Council due to commercial sensitivity have been unable to provide a breakdown of the costs. An alternative provider will be found.
- iii on Monday 2<sup>nd</sup> October 2023, the Town Clerk confirmed that they are meeting with a representative from the Goldstithney Events team about the Marazion annual Remembrance parade road closure order.
- iv the Cornwall Council Highways Manager is attending site on Thursday 28<sup>th</sup> September 2023.
- v an e-mail has been sent to a local landscape firm about improving the Maypole Gardens.
- vi local organisations have been contacted about Remembrance and wreaths.

### **1817 Correspondence Received.**

- i e-mail from visitor about the lack of a dropped kerb on the pavement seaward side pavement of the dunes by the 30mph sign (blue gateway sign to Marazion Longrock side). Cllr P Read advised that a dropped kerb has been fitted.
- ii email received allotment for a shed from an Island Field allotment tenant the size of which is permissible under the allotment rules and regulations.
- iii e-mail received about rats running around the Maypole Gardens. Cllr J Nicholas will speak to Pestakil. Also, a conversation with the adjacent hotel about food waste.

### **1818 Councillors Reports.**

#### **a) Cornwall Councillor J Martin**

##### **Reported that:**

He will attend the meeting with the Cornwall Council Highways Manager on Thursday 28<sup>th</sup> September 2023.

Still has no information on the status of the planning application PA23/01487.

He had attended Cornwall Council, Councillor Code of Conduct and Cyber Security training.

Cllr Laity asked if there was any update about the air quality survey. Cllr Martin confirmed that he was speaking to the Community Link Officer (West Penwith) on Wednesday 27<sup>th</sup> September 2023 about this.

#### **b) Town Councillor Reports.**

##### **i Cllr D Laity**

##### **Reported that:**

The HMS Warspite Association will continue to visit Marazion for as long as they can.

Marazion School have returned a good Ofsted report.

**AGREED** – for a letter to be sent to Marazion school congratulating them on the good Ofsted report.

The agreed works for the dropping of the kerbs and extra school signage has yet to be completed. Can the Cornwall Council Highways Manager be asked for an update.

There is a Cornwall Area Partnership meeting on the evening of Wednesday 4<sup>th</sup> October 2023 in Penzance and online.

##### **ii Cllr P Read**

##### **Reported that:**

The steps at the little harbour are dangerous, needing some remedial work to make safe but ownership is unknown.

**AGREED** – a letter to be sent to St Aubyn Estates, Cllr Read will take photographs and send to the Town Clerk.

iii **Cllr P Hosking**

**Reported that:**

The surface of the Maypole Gardens is very poor. Cllr Hoskins reported that a lady had fallen down the steps so consideration to extending the handrail needs to be considered when improving Maypole Gardens. In the meantime, a refresh of the white step nosings will be helpful.

The defibrillator at the Community Centre was taken offline due to the battery reading low. Cllr Hoskin will have a discussion with the Town Clerk about how to go about replacing consumables.

Cycle race signage needs to be removed. The Town Clerk will contact the race organisers.

iv **Cllr D Walsh**

**Reported that:**

The grass verges remain unkempt at St Levan Road and St Levan Close. Cllr Collins confirmed that he had taken it upon himself to cut the verges but was unable to cut all the verges as cars parked on the grass. Cormac had attempted to cut the verges; they had the same problem as Cllr Collins.

The inconsiderate parking on both sides of Beach Road close to the Newtown Lane junction and the parking on Newtown Lane which is creating a hazard continues. The Town Clerk confirmed that both issues will be raised with the Cornwall Council Highways Manager.

vi **Cllr J Rawlins**

**Not a report.**

Cllr Rawlins suggested the town council take responsibility for a letter drop to the residents of St Levan Road, St Levan Close about removing parked cars from grass verges so that they can be cut. The Town Clerk will speak to the Cornwall Council Highways Manager. Cllr Nicholas added that there is a vehicle with a smashed windscreen which needs reporting.

**1819 Minutes of the Council meeting held on Tuesday 12<sup>th</sup> September 2023.**

**RESOLVED** – that the minutes of the meeting held on Tuesday 12<sup>th</sup> September 2023 be approved and signed as a correct accurate record.

**Proposed:** -Cllr D Walsh

**Seconded:** - Cllr P Hoskin

**1820 Planning**

a) **Application PA23/07275**

**Proposal** Single storey ground floor rear bedroom and LAS extension

**Location:** -33 Trevenner Lane Marazion Cornwall TR17 0BL

**Applicant:** - Mr Jason Hopkins

**Grid Ref:** - 152661 / 30781

**RESOLVED** – unanimous to support.

**Proposed:** -Cllr R Clayton

**Seconded:** - Cllr J Rawlins

b) **Applications Approved/Refused/Appeals - Cornwall Council.**

Noted.

c) **Planning Correspondence.**

None.

**1821 Provision of a litter bin at Marazion Slipway.**

A discussion took place about litter bin provision around the slipway. The public visit the eateries in and around the slipway, purchase a takeaway then drop the litter on the beach. No resolution made.

There is to be an agenda item brought forward to the next Full Council, Tuesday 10<sup>th</sup> October 2023 about the removal of bins.

**1822 Earmarked Reserves**

**RESOLVED** – unanimous to:-

- i move £20,000 from General Reserves into Earmarked Reserves for the Maypole Garden improvements, a new Earmarked Reserve.
- ii move £10,000 from General Reserves into the existing Earmarked Reserve for the Square toilets making a reserve of £20k.
- iii vire 10k from the Coastal Improvement Earmarked Reserve into the Folly Field play area plus £2,000 from General Reserves increasing the existing reserve to £30,000.
- iv change the Earmark Reserve heading from Tea Hut to Folly Field redevelopment.

**Proposed:** -Cllr P Read

**Seconded:** -Cllr R Clayton

**1823 Budget Monitoring**

**RESOLVED** – unanimous to deposit £50,000 from General Reserves into the CCLA (Churches, Charities and Local Authority) account until monies are released from the National Savings Investment account.

**Proposed:** -Cllr D Laity

**Seconded:** -Cllr P Read

**1824 Provision of a Community Noticeboard**

**RESOLVED** – unanimous to support the provision of a community noticeboard subject to further information being provided by Cllr J Rawlins about location, cost, design.

**Proposed:** -Cllr P Read

**Seconded:** - Cllr D Walsh

### **1825 Neighbourhood Development Plan**

**RESOLVED:** - unanimously approved not to support the production of a Neighbourhood Development Plan.

**Proposed:** -Cllr P Hoskin

**Seconded:** - Cllr R Clayton

### **1826 Legionella Risk Assessments Folly Field and The Square Toilets**

**RESOLVED** – unanimously approved for

- i Wallgate to be advised of the outcome of the risk assessment report.
- ii the removal of the deadlegs as per the risk assessment report.
- ii the Town Clerk to be nominated as the nominated person responsible.
- iii appointment of Cllr J Nicholas as the competent person.
- iv training of the nominated person responsible and competent person.

**Proposed:** -Cllr D Laity

**Seconded:** - Cllr R Clayton

### **1827 Matters Arising from previous Minutes.**

- a **Minute 184** (flooding Green Lane).  
No update.
- b **Minute 381** (Footpath number 8) – note that the Town Clerk due to other priorities has yet to review the process and resources needed.
- c **Minute 1113** (play area repairs).  
Refer to minute 1815.
- d **Minute 1668(iv)** (fabrication metal bracket Folly Field toilets)  
No update. Cllr Read is to contact the fabricator for an update.
- e **Minute 1712(b)(ii)** (Speedwatch initiative).  
Ongoing. Cllr Tutchier to present a report at the Full Council 10<sup>th</sup> October 2023.
- f **Minute 1733(b)(iii)** (handrail Folly Field beach access).  
No update.
- g **Minute 1753(b)(i)** (electric supply Folly Field).  
The electric meter has been identified and it does appear the town council is paying for electricity supplied to the RNLI. The Town Clerk will investigate further and report back to the Full Council.
- h **Minute 1753(b)(iii)** (erection of pigeon spikes).  
Spikes to be purchased in readiness for installation. Cllr Nicholas said he would erect them.

- i **Minute 1758** (letter to Cornwall Council Civil Parking Enforcement: Town and Parish Council Partnership Working with Cornwall Council – Options Version 3 February 2011).  
No update, no response received.
- j **Minute 1801** (mobile post office provision).  
A web page has been set up on the town council website which includes a link to the online petition. Cllr D Walsh continues to collect signatures and so far, has 2,500. He will be attending the craft fair again to garner more signatures.

**1828 Any other matters arising from Minutes not covered by items above.**  
None.

### **1829 Finance**

**RESOLVED** – unanimously approved.

**Proposed:** - Cllr J Nicholas

**Seconded:** - Cllr P Hosking.

- a) Statement of Accounts as of the 20<sup>th</sup> of September 2023
- b) Accounts for payment
- c) Receipts as presented.
- d) Direct Debits as presented.
- e) Pre-payments as presented.

### **1830 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.

### **1831 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.

### **1832 Folly Field Lease**

The Town Clerk gave an update. Cllr Read asked a question about the current financial position. The Full Council must move into a Part II session to discuss.

### **1833 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.**

**RESOLVED** – unanimously approved to move into Part II

**1834 Folly Field Lease**

The Town Clerk gave an update about the financial position.

Signed

Cllr William Collins  
Town Mayor