

MEVAGISSEY PARISH COUNCIL

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Minutes of the Parish Council Meeting held at the Mevagissey Activity Centre on Thursday 17 November 2022 at 7pm

Present: Cllrs. M Roberts (Chairman), M Facey, G Barham, G Shephard, J Morgan, A Williams, K Chamberlain, J Whatty, A Christie, G Williams, J Gann, J Brown, D Drake.

In Attendance: Cllr James Mustoe (CC), T Cailleach (Clerk to the Council)

Unratified unless signed

1. Apologies were received from Cllr Brown Cllr A Williams Cllr Christie.
2. No Declarations of Interest or Gifts.
3. Public Questions or Comments, no member of the Public attended.
4. Minutes of the Council
Cllr Shephard then proposed that the Minutes of the meeting on the 20 October 2022 were accepted as amended.
Seconded by Cllr G Williams. Carried
5. Cllr Shephard proposed the Minutes of the meeting on the 21 October 2022 were accepted Seconded by Cllr G Williams. Carried
6. Clerk sought to clarify the Declarations of interest in the Minutes of the Planning meeting 30 September 2022 and Cllrs Barham and Chamberlain (now Prynn) both clarified the declared interest in Item 4b of the Agenda 30 September 2022 and left the meeting for the discussion of Item 4b.
Cllr Facey endorsed the change. Seconded by Cllr Whatty. Carried
7. Clerk reported
A letter of support from the Seasok owners for the Harbour Trust Island Beach proposal was held arriving too late for the last meeting.
Following raising with Lexis Nexis ("Lexis) Arnold-Baker on Local Council Administration ("the Clerk's Bible") obtained by the Council in July was out of date in August following issue of the Thirteenth edition Lexis agreed to supply the up-to-date version and refund the costs of the Twelfth edition. Clerk awaiting a response to the request for discount.
Correspondence received regarding "Time and Tide Bell" referred correspondent to the Harbour Office.
Complaint received in respect of Sunny Corner Car Park response confirming Council has no control over Sunny Corner Car Park or owners.
Notice of Vacancy on the Council advertised on the noticeboards and website.
8. Ward Member presented his Report on the Remembrance Service, an update upon the Devolution package, Highway and Community Network matters along with thanks to those involved in the beach clean and this can be seen on the Parish Website.
9. Monthly Finances November

15/10/2022	Devon Contract Waste	Bin rental & haulage 1/10/22 - 15/10/22
17/10/2022	Source for Business	Valley Road water 6/9/22-4/10/22
22/10/2022	HSBC	Bank Charges
28/10/2022	British Legion	Remembrance Service Poppy Wreath
31/10/2022	Devon Contract Waste	Bin rental & haulage 16/10/22 - 30/10/23
04/11/2022	Source for Business	Valley Rd Water 05/10 - 03/11/22
07/11/2022	Cornwall Association Local Councils	Virtual Finance Training Internal Controls Clerks
08/11/2022	BTE Services Ltd	SW Hygiene W Wharf Sanitary/Nappy/Air Freshener 8/12/22 - 7/3/23
09/11/2022	Mevagissey Telecottage	Registration/hosting domain name editing website
29/11/2022	BTE Services Ltd	SW Hygiene Valley Rd Sanitary/Nappy/Air Freshener 29/12/22 - 28/3/24
10/11/2022	G C Farr	Operate West Wharf PC 01/11-30/11/22
10/11/2022	G C Farr	Operate Valley Rd 01/11 - 30/11/22
16/11/2022	Cartridgesave	A4 White Laser Printer Paper
16/11/2022	Clerk T Cailleach	Salary August - September and October (£1,209.80 x 3)

17/11/2022 Mevagissey Ladies Choir

Sheet music Christmas concert with schoolchildren

17/11/2022 G C Farr

Works to accessible unit Valley Rd PC

PAYMENTS TOTAL

Consideration was given to the Donation payment for the Remembrance Service Poppy Wreath as the Parish Council usually gives a higher Donation payment than that of £25. Cllr Facey proposed a Donation of £150. Seconded by Cllr Drake. Carried

Cllr Drake proposed approval of the monthly financial payments. Seconded by Cllr Barham. Carried

10. Budget 2023-2024

Consideration was given to the Financial Half-yearly Report and Financial Projections to the end of the current Financial year 2022-23 to enable full discussion for the 2023-24 Budget and setting the Precept.

It was noted that no expenses have ever been claimed by the Councillors.

Financial expenditure considered:

- a. The Parish Council have made the decision to move to a Gov.uk website and email and noted that on present information it appears this will become mandatory for Town and Parish Council's in the future as this provides greater IT security for important data.
- b. The Clerk has been using the Clerk's own computer and cybersecurity software and printer/scanner for Parish Council business at the Clerk's own expense. It is essential that the Parish Council as employer provide IT equipment to carry out the Clerk's role and duties.
- c. Consideration must be given to the Skateboard Park provision and the Harbour Trust's Island Beach proposal.
- d. Further investigations to be carried out into s137 powers for statutory grants of assistance to the parish residents and organisations.
- e. Reserves held as at the end of the last Financial Year 2021-2022.
- f. Discretionary items.
- g. The monthly Budget.

Cllr Shephard proposed a 15% increase in the Precept and that the next Council meeting seriously considers what expenditure is needed, what is essential to keep in Reserves. Seconded by Cllr Barham. Carried

11. IT – Website, email and PC.

Discussion of the proposals, the costs and needs. It was noted that Carlyon Systems have a very good reputation. After discussion about postponing discussions until the next meeting Cllr Gann proposed that the Assets needed for the Clerk's employment be obtained immediately being Domain name and email, pc, screen and printer. Seconded by Cllr Facey. Carried.

12. Working Parties

- a. Mevagissey Housing Group Report. Cllr Gann reported upon the current position regarding Ocean and the Shared Ownership advertising and will draft notes for the Cllrs.
Cornwall Cllr O Monk has not accepted the request for meeting first sent in August 2022. The Ward Member will be cc'd into all email correspondence with Cllr Monk.
- b. Mevagissey Climate Emergency Action Group Report. There is now a list of members of the Group and comprises not all Parish Councillors. It was noted that the Parish Council cannot hold funds for this Group as it could fall into acting as a Banking Facility outside of the powers of the Council.
There is a meeting on the 3 December at the MAC 11 a.m. to 2 p.m. with Community Energy Plus who will help residents' complete forms for Cornwall Council Grants for insulation of homes, solar panels etcetera.
- c. The Harbour Trust Climate Action information provided was discussed and Cllr Roberts confirmed about 20 years ago the costs estimated for full defences with a second breakwater off shore was 30 million pounds. Prevention of tidal impact by a breakwater and strengthening walls is desirable.
- d. Public Toilets Working Group Report. West Wharf unit is now shut except for the disabled unit.
Consideration needs to be given again to installing card machines and an updated quote should be obtained. There will need to be replanning of front doors to identify and ensure how wheelchair users would use it.

13. S106 Town and Country Planning Act 1990 (as amended) Affordable Housing Designated Protected areas. The Cllrs had received the Land Registry Practice Guide extract explaining the Lease ceases to exist when 100% staircasing takes place.

14. Application form for Grants and s137 Local Government Act 1972. Consideration of the Policy and the Form similar in content and application to many Town and Parish Councils, discussion of the Council's past Grant awards. Cllr Gann suggested amendment to Clause 4.10 so the Parish Council may require supporting documentation. Cllr Barham proposed the Policy be adopted as amended. Seconded by Cllr Dale.

Carried

Cllr Shephard proposed the Policy and Application Form be placed on the website. Seconded by Cllr Gann

Carried

15. Cornwall Council Community Network Review. Cllr Roberts provided an update the Community Network believe the terms of reference should be determined by the Community Network. The proposal area expands to the Coast not into the Clay areas. The Highway Allocation Scheme Budget cuts down the time for yellow line procedure. Cllr Facey proposed that the Parish Council supports the Community Network response and Seconded Cllr G Williams. Carried.
16. Internal Audit Report. Councillors reviewed the annotated version produced by the Clerk. The Asset Register needs clarification as to whether the “Blower/Shredder” needs adding to the Register. Cllr Facey will make enquiries.
17. Unsafe wall above the Harbour. Cllr Roberts provided background information as the lawyers for the owners of Glanville House have been asked to clarify if it falls within the ownership of the legal title to Glanville House. If not, the matter will need to be referred back to Cornwall Council.
18. Skateboard Park. Cllr Facey reported in early summer further information and pointers obtained from Cornwall Council. This week the application was revisited and ongoing maintenance needs addressing and the Application for Funding will be submitted. Cllr Facey wanted to highlight how much work was done by Cllrs Prynn (formerly Chamberlain) and Cllr a Williams in gathering the information needed. Carried
19. Heligan and Tremayne Estates in Cllrs Christie and Brown’s absence deferred to the next meeting.
20. Mevagissey Harbour Trust. Ward Member Mustoe confirmed he was happy to attend and chair the meeting of the Parish Council and the Harbour Trust. Cllr Roberts explained this meeting was to address working together for the mutual benefit of the village and to address a lack of knowledge of each organisations aims and objections. Discussion centred around how that meeting would be held and the challenges facing both organisations. January/February 2023 was suggested as a first meeting covering topics such as Grants, the Public Conveniences and Climate Emergency Action was discussed. Cllr Shephard proposed meeting with the Harbour Trustees at an early future date with a limited Agenda. Seconded by Cllr Whatty. Carried.
21. National Association Local Councils Civility and Respect Pledge was deferred to the next meeting.
22. This item was a duplicate of 21 immediately above.
23. Devolution was deferred to the next meeting.
24. Boundary Commission for England – Consultation Constituency Boundaries. Ward Member Mustoe noted that the changes do not affect Mevagissey. Cllr Barham proposed no comment required. Seconded by Cllr Prynn (formerly Chamberlain). Carried.
25. Request to place the Nativity Crib in the Memorial Garden at Christmas. Cllr Prynn proposed the Council agree. Seconded by Cllr Barham. Carried.
26. Request for Grant Mevagissey Christmas Lights electrical bill. The Council considered the request and Cllr Facey proposed the Council give £100 without completion of the Grant Application Form as the request arrived before the introduction of the Policy and Form. Seconded by Cllr Shephard. Carried.
27. Confidential item discussed.
28. The meeting ended at 10.15 p.m. Date of next meeting (not Planning) 15 December 2022.

Signed..... Signed..... Dated
