

MEVAGISSEY PARISH COUNCIL

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Minutes of the Parish Council Meeting held at the Mevagissey Activity Centre

On Thursday 16 February 2023 at 7pm

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

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

Unratified unless signed

1. Apologies were received from Cllr Morgan, Cllr Christie, Cllr Gann.
2. There were no declarations of Interest or Gifts.
3. There were no Public Questions or Comments
4. Minutes of the Council
Cllr Shephard then proposed that the Minutes 19 January 2023 were accepted. Seconded by Cllr Whatty.
Carried.
5. Cllr Facey proposed the minutes of the 20 January 2023 were accepted Seconded by Cllr Shephard. Carried.
6. Clerk reported
 - There had been requests that the cancelled two Presentations (G Clark Chartered Town Planner Item 3) and P Bowker and A Lakeman (item 3) listed on the published Agenda for the Planning meeting 17 February 2023 to proceed. Cllr Facey proposed that the Presentation for the new Fish Museum and Community Hub Portmellon be reinstated. Seconded by Cllr Barham.
Carried
 - Cllr Barham proposed that the Presentation for Trevalsa School Hill Mevagissey be reinstated. Seconded by Cllr Shephard.
Carried
 - Cornwall Council notification has been received that the Bid for Community Infrastructure Levy (CIL) funding for the Skateboard Park has been refused.
 - Complaints have been received about dog fouling in the village. Prior to 2014 the Parish Council could have passed a Bye-law this is not possible after the **2014 Anti-social Behaviour and Policing Act 2014**. Cllr J Mustoe has already picked this up and reported to Cornwall Council for action to be taken.
 - Parish resident query why only initials are used for Parish Cllrs. Clerk confirmed that most Parish Councils use only last names and no initials however, we have two Cllr Williams and need to identify individually and the full names are on the Website and Noticeboard at the Ship.
 - Parish resident had reported overgrowth Polkirt Hill hedges and holes Lower Well Park, both now dealt with by Cornwall Council.
 - Mr R Larter has been instructed as the Internal Auditor and the costs remain the same.
 - Notification received from Smaller Authorities Appointment Auditors Ltd that the External Auditor for 2023/24 will be BDO LLP. The costs are on a scale and basic approximate costs will be in region of £425 - £800 dependent upon the qualification of BDO LLP's internal appointee. The External submission must be completed by 30 September 2023.
 - The Bank independently changed the names of Cllrs with "John" in their name to "Jhon", finally after some persuasion and reference to the evidence of identity held by the Bank, these have now been corrected back to "John".
 - Modification Order - Official Copy Entries and Official Copy Title Plan for each of three registered legal titles are required. Full addresses are needed and the forms must be submitted by post, the copies the public can obtain electronically are not adequate to complete the forms. The costs are £7 per Official copy Title and £7 per Official Title Plan. Total £42.00.
 - Training Record updated and will be on the Cllrs Teams for updating once IT Gov.uk applications completed and the laptop now received and review of folders and access underway. After consideration Cllrs chose Fasthosts to deal with Gov.uk Domain application.
 - Cornwall Council Community Food Growing Scheme Survey completed by Clerk confirms Cllrs would welcome an opportunity to have Allotments or assist in facilitation of a venture for the community in Mevagissey to grow food. The joint venture with Heligan and Tremayne is not proceeding at this time.
 - National Association of Local Councils (NALC) had issued a national list of groups Cllrs could access for support and ideas.
 - NALC Minutes of Policy Committee issued.
 - Zurich Insurance has provided information about key requirements for any Coronation event.

7. Ward Member presented his Report.

A new dog bin has been installed; additional signage will soon be added to remind dog owners that failing to clean up after your dog can result in a fine of up to £1,000. Members of the public can report this to the council via the council's website. If you have limited mobility then extendable pooper-scoopers are available to purchase online. A further update is awaited from Cormac regarding the Agreement to protect public access to Polstreath Beach. Cllr Mustoe's position is that it imperative the historic and well used public access is maintained and he has asked Cormac to achieve that.

Information was provided about the Natural England Coastal Access Improvements and signage for The Cliff. Support for the Harbour Trust's Shared Prosperity Fund bid has been provided.

The memorial garden for Robin Hunkin on Battery Park looks amazing and he congratulated the Feast Week Committee and all who have made this happen.

The Ward Member was also disappointed to be unsuccessful at the recent central planning committee meeting on 13 February, which was passed 6-4. Thank you to Cllr Brown for attending and speaking very well on behalf of the Parish Council.

Thanks to Caitlin Lord, who is shortly leaving Cornwall Council and has been an excellent community link officer and Cllr Mustoe's best wishes for the future for Caitlin were echoed by the Cllrs.

The full report can be seen on the Parish Website.

8. Monthly Finances

Date	Payee	Description	Amount
31/01/23	HSBC Bank UK PLC	Bank Charges taken automatically	£9.00
09/01/23	Devon Contract Waste Ltd	Bin rental and haulage 05/12/2022	£10.49
26/01/23	Bright Environment	Mevagissey Biodiversity Audit	£852.00
31/01/23	Biffa	Bottle Bank Recycling	£219.60
02/02/23	British Gas	2023/01/02 - 2023 02 01 Electricity W Wharf pc	£50.14
02/02/23	British Gas	2023 01 02 - 2023 02 01 Electricity Valley Rd PC	£54.16
02/07/23	Source for Business	2023/01/05- 2023/02/06 Water Valley Rd	£70.97
10/02/23	G C Farr	Operate West Wharf PC 2023/02/01 - 02/28	£1,171.20
10/02/23	G C Farr	Operate Valley Rd PC 2023/02/01 - 02/28	£1,150.34
16/02/23	Asda Mobile Top Up	Parish Phone Top Up	£50.00
09/02/23	Carlyon Systems Ltd	Microsoft 365 Business Premium March 2023 and Cyber Backup Licence	£48.60
28/02/23	HMRC	Employers National Insurance Contribution	£74.05
28/02/23	Clerk Salary/HMRC Tax	Clerk Salary and Tax February 2023	£1,250.00
28/02/23	BTE Services Ltd	2023 03 08 - 06 07 W Wharf Sanitary, Nappy, Air Freshener	£333.53
28/02/23	BTE Services Ltd	2023 03 08 - 06 07 Valley Rd Sanitary, Nappy, Air Freshener	£281.11
16/02/23	Land Registry	Official Copy Entries and Title Plan x 3 properties (Modification Order)	£42.00
		PAYMENTS TOTAL	£5,667.19

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Bank Reconciliation to 31 January 2023

Opening		£
01/01/2023	Current	3,625.11
01/01/2023	Deposit	126,502.78
01/01/2023	Opening Balance b/f	130,127.89
	Income	1,200.00
	Expenditure	6,098.74
	Plus b/f unpaid	1,514.04
31/12/2022	Expected balance	123,715.11
	Actual Bank Balances	
31/12/2022	Current	3,639.47
31/12/2022	Deposit	121,502.78
31/12/2022	Actual Bank Balances	125,142.25
	Difference	1,427.14
	Items authorised and due but not paid or not cleared:	
	TC January Salary	1,209.80
	HMRC tax January 2023	40.20
	HMRC NICS January 2023	67.90
	HMRC tax December 2023	40
	HMRC NICS December 2023	67.9
	Payment errors	1.34
	Total	1,427.14
	Unreconciled difference	- 0.00

Proposed by Cllr Prynn. Seconded by Cllr Shephard.

Carried

9. Budget 2023-24

Cllrs Facey, G Williams and Whatty met with the Clerk to review the increase in running costs affecting the services provided by the Parish Council and drafted the proposed Budget and the meeting considered and discussed the proposals. After minor amendment Cllr Shephard proposed the Budget accepted as amended. Seconded by Cllr Prynn.

Carried

10. Working Group Mevagissey Climate Emergency Report.

Cllr Brown confirmed a Community Event will be held in April showcasing Mevagissey history and community groups working with the local School and how the pupils want to see Mevagissey develop.

Cllr Facey reported that Willow Car Park now has a Charging Unit for electric cars.

11. Working Group Public Toilets Report

Report on the condition and identification of works to maintain safety standards.

12. Devolution.

Caitlin Lord will be replaced by Helen Nicholson. Ward Member J Mustoe raised with Cornwall Council the original commitment for both car parks to be devolved and therefore Devolution was deferred to the next meeting.

13. Training Programme (Councillors and Clerk)

A schedule of core skills has been prepared for Cllrs to review and plan in accordance with the NALC Pledge.

14. Tri Services

Cllrs discussed the funding for NHS, Police and Fire Service in Mevagissey and note Ward Member Mustoe has been in correspondence with the various agencies regarding a uniform presence in the Parish and Cllr A Williams spoke about the NHS and clarified this is separate to the proposal for a Parish Nurse. The timeframe is unknown.

15. Civility and Respect Checklist for the National Association of Local Councils

Cllrs considered the answers to the Checklist and Cllr Prynn proposed completion and submission to enable the Pledge to be placed on the Website. Seconded by Cllr Shephard. **Carried.**

16. Inclusion Cornwall "Cost of Living Resource Sheet".

Deferred to the next meeting.

17. Community Capacity Fund.

Cllr Shephard informed the meeting that professional advice can be funded from the Fund.

18. Tamar Tol Action Group

Cllrs discussed the email requesting support for the abolition of the Toll Charge reflecting similar changes across the UK. The revenue from the Toll and the maintenance costs were discussed along with concerns that costs

falling upon residents local to the Bridge. Cllr Barham proposed that support be given by the Parish Council if the Bridge is adopted by Highways and Highways England maintain. Seconded by Cllr Shephard. Carried.

19. The Cllrs discussed the access to Polstreath Beach Cllr Shephard proposed the release of the following statement and to carry out further investigations, seconded by Cllr Barham Carried. *“Mevagissey Parish Council has become aware that the Polstreath Beach access agreement between Trevalsa Court Hotel and Cornwall Council has lapsed under its previous ownership (during 2020) and has not been renewed. We are observing the discussion between the current owners of Trevalsa Court Hotel and Cormac/Cornwall Council, and will represent the views of the Parish. We have been asked you send any representations initially to countryside@cormacltd.co.uk”*

20. The meeting ended at 9.05 p.m. Date of next meeting (not Planning) 16 March 2023.

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