

MEVAGISSEY PARISH COUNCIL

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Minutes of the Parish Council Meeting held at the Mevagissey Activity Centre
On Thursday 18 May 2023 at 7.05pm

Present Cllrs. M Roberts (Chairman), M Facey (Vice-Chairman), D Drake, J Morgan, K Prynn, G Shephard,
J Whatty, G Williams.

In Attendance Cllr. Mustoe (Ward Member), P Howson (Clerk to the Council).

UNRATIFIED UNLESS SIGNED

1. Apologies for absence had been received from Cllrs. Barham, Brown, Gann, and A Williams.
2. Cllr. Roberts declared an interest in agenda items 19b (grant application from Mevagissey Activity Centre) and 19c (grant application from the Jubilee Hall), and Cllr. Drake declared an interest in agenda item 19b.
3. Public participation. No members of the public were present.
4. Proposed by Cllr. Williams, Seconded by Cllr. Prynn that the minutes of the meeting held on 20 April 2023 be accepted. Carried.
5. Proposed by Cllr. Whatty, Seconded by Cllr. Facey that the minutes of the meeting held on 21 April 2023 be accepted. Carried.
6. The Clerk reported that:
 - Replying to an enquiry about Community Infrastructure Levy (CIL) payments, Gemma Arthur (Infrastructure Group Leader, Cornwall Council [CC] Planning and Housing Service) had stated ‘If Mevagissey have not received any Neighbourhood CIL payments it’s because we have not received any payments from CIL liable developments in their parish. We make the Neighbourhood CIL payments every April and October, and these are automatic – the parishes do not have to request the money’;
 - Proposal received from Streetworks of road closure intention during 9-11 October for Highway Repair and Maintenance at Portmellon between the Rising Sun Inn and Mermaid Cottage;
 - Kresen Kernow had acknowledged receipt of archived minutes and accounts from the period 1995-2015, but noted that minutes were missing from April 1996 to March 1997 as well as the first minute book of the original parish council 1894-1921;
 - He had claimed for a refund of last year’s VAT payments and for last year’s LMP grant;
 - A delay in completion of the Internal Audit will require a special meeting to be called at the end of June for the approval of the Annual Governance and Accountability Return (AGAR);
 - Management of the footpath cutting contracts has been passed by Cllr. G Williams back to the Clerk;
 - The necessary permissions for replacement noticeboards have been obtained from the building owners, the order has been placed, and artwork expected next week for approval. Two quotes for installation have been received.
7. The Ward Member presented his report, which can be seen on the Council’s website.
8. To approve the monthly finances.

Bills to Pay	Source for Business (V. Rd PC water 07/03/23-04/04/23) (paid)	£	200.99
	Mevagissey Feast Week Committee (grant) (paid)	£	500.00
	DCW (empty bins on 14/04/23) (paid)	£	89.33
	Clerk (for printing/stationery/postage)	£	59.05
	Biffa (service bottle bank 25/04/23)	£	219.60
	S M Davey (attending and minuting March meeting)	£	84.00
	Carlyon Systems (monthly fee)	£	48.60
	DCW (empty bins 16/04/23 - 30/04/23)	£	372.43
	April salaries	£	2,237.20
	HMRC PAYE & NIC	£	683.10
	G C Farr (operate W Wharf PC May 23)	£	1,277.88
	G C Farr (operate Valley Rd PC May 23)	£	1,322.89
	Mevagissey CP School (grant for planters)	£	400.00

MAC (room hire 16/03/23 - 21/04/23)	£	96.00
Source for Business (West Wharf PC water 05/04/23 - 03/05/23)	£	128.45
Source for Business (Valley Rd PC water 05/04/23 - 03/05/23)	£	166.68
TOTAL:	£	7,886.20

Accounts	Balance at 01/04/23	£	114,885.64	
	Expenditure last month	£	6,492.69	
	plus West Wharf PC water 07/03/23 - 04/04/23	£	37.40	
	Bank charges to 31/03/23	£	9.00	
	Precept (1st payment)	£	47,586.50	Received
	Available to spend	£	155,933.05	
	Bank Statements (01/05/2023)			
	Current Account	£	3,029.70	
	Deposit Account	£	152,903.35	
	TOTAL	£	155,933.05	

The addition of the last three bills to pay, not on the agenda, was noted.

Proposed by Cllr. Shephard, Seconded by Cllr. Morgan that the accounts be accepted and the bills paid. Carried.

9. Proposed by Cllr. Prynne, Seconded by Cllr. Shephard that the 2022/23 end of year financial summary be approved. Carried.
10. The 2022/23 Annual Governance Statement was discussed by members and completed by the Chairman.
Proposed by Cllr. Facey, Seconded by Cllr Shephard that the Statement be approved. Carried.
11. Proposed by Cllr. Prynne, Seconded by Cllr. Morgan that the Grants Policy, updated as resolved at the meeting on 20 April 2023 (Minute 24) be approved. Carried.
12. Proposed by Cllr. Shephard, Seconded by Cllr. Drake that the Asset Register, updated to include recently purchased IT equipment, be approved. Carried.
13. Public conveniences (Cllr. Facey).
Cllr. Facey reported that services were operating normally, with very little damage so far this year. He is waiting for Healthmatic to repair door closures and install card readers at West Wharf. GCF has requested an increase of £150 to the monthly contracted rate because of the increased cost of consumables.
Proposed by Cllr. Drake, Seconded by Cllr. Whatty that the monthly payment to GCF be increased by £150, to be divided equally for accounting purposes between the two sites. Carried.
14. Seasonal litter bins (Cllr. Gann).
In Cllr. Gann's absence, Cllr. Facey reported that two more local businesses were now using the bins and would be contributing to the costs.
15. Climate Emergency Working Group (Cllr. Brown).
Cllr. Brown was absent but had sent the following report:
1) Donation to the school for planters in progress and the school had a successful and fun filled planting day with the Eden project on 3rd May. Veg and plant seedlings donated by the group.
2) We've worked with the MAC to agree for a patch of land to be handed to the group for the organisation of a community growing programme. Planters will be donated by a local business and the group will be managing the allocation of the planters to local families.
3) Bat walk organised for last weekend in September with public notification going out in July.
16. IT improvements (Cllrs. Whatty and Gann).
Cllr. Whatty reported that the Council's website now has a gov.uk domain name: mevagissey-pc.gov.uk.
Gov.uk email addresses would be created for Cllrs. Whatty, Gann and Facey for trialling before full rollout by the Autumn.
17. Housing Working Group (Cllr. Gann).
No report received.
18. Devolution package.
Cllr. Mustoe reported that CC's devolution team was producing an amended proposal for the Council's consideration. This would exclude the River Street car park but include a £5,000 capital 'dowry' to bring assets up to an acceptable standard. Cllr Mustoe will circulate the final details when he receives them prior to a meeting in June between CC and the Parish Council.

- 19. To consider grant requests.
 - 19a. Tower & Spire.
Proposed by Cllr. Williams, Seconded by Cllr. Shephard that £300 be granted to St Peter’s PCC towards the annual cost of printing the Tower & Spire parish magazine. Carried.
 - 19b. Mevagissey Activity Centre. Cllrs. Roberts and Drake withdrew for this item, having declared an interest. Proposed by Cllr. Shephard, Seconded by Cllr. Morgan that £2,450 be granted to the Mevagissey Activity Centre, comprising £450 for exterior lighting, £300 for interior lighting, £300 for car park line marking, £800 for two laptops and a hard drive, and £600 to service the lift and gym equipment. Carried.
 - 19c. Jubilee Hall. Cllr. Roberts withdrew for this item, having declared an interest. Proposed by Cllr. Whatty, Seconded by Cllr. Shephard that £1,750 be granted to the Jubilee Hall in line with previous years. Carried.
- 20. It was agreed that Cllrs. Roberts and Shephard would represent the Council on the Community Network Partnership.
- 21. It was agreed that the Council would meet the Harbour Trustees at 7pm on 25 May at the MAC to explore areas of mutual interest and opportunities for cooperation. The meeting will be chaired by Cllr. Mustoe.
- 22. The meeting ended at 8.15pm. Date of next meeting (to include planning): 15 June 2023.
NOTE: There will be no separate planning meeting in June.

Signed

Dated