

# MEVAGISSEY PARISH COUNCIL

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Minutes of the Parish Council Meeting held at the Mevagissey Activity Centre  
On Thursday 20 July 2023 at 7pm

Present Cllrs. M Roberts (Chairman), G Barham, J Brown, J Morgan, K Prynne, J Whatty, G Williams.  
In Attendance Cllr. Mustoe (Ward Member), Jeremy Roberts (Three Bays Wildlife), P Howson (Clerk to the Council),  
3 members of the public.

## *UNRATIFIED UNLESS SIGNED*

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1. Apologies had been received from Cllrs. Shephard, Drake, Gann, and Facey.  
The Ward Member said he would have to leave the meeting at 8.30 pm.
2. Proposed by Cllr. Whatty, Seconded by Cllr. Morgan that Phil Simpson should be co-opted to fill one of the casual vacancies on the Council. Carried.  
Cllr. Simpson signed his acceptance of office and took his seat on the Council.
3. There were no Declarations of Interest or Gifts.
4. The presentation by Jeremy Burt of Glanville Environmental of proposed infiltration works on behalf of S W Water was postponed to the next meeting.
5. Jeremy Roberts of Three Bays Wildlife gave a presentation on 'Wildlife and nature development in the Portmellon Valley', describing what is meant by 'nature development' and detailing a list of actions he would like the Council to consider.
6. Public participation.  
Teri Cailleach, the former Clerk to the Council, spoke to thank council members and the Ward Member for their support, and said how impressed she was by all the voluntary time and effort they put in, and by how quickly the Ward Member responded to requests for help or information.
7. Proposed by Cllr. Prynne, Seconded by Cllr. Williams that the minutes of the meeting held on 15 June 2023 be accepted. Carried.
8. Proposed by Cllr. Brown, Seconded by Cllr. Morgan that the minutes of the extra-ordinary meeting held on 22 June 2023 be accepted. Carried.
9. The Clerk reported that:
  - The Expression of Interest for funding from the Community Ownership Fund was submitted today on receipt of necessary input from Cllr. Gann.
  - A letter had been sent to S W Water re. Island Beach and sewage discharges, and a reply was awaited.
  - He had forwarded the Council's response to the Traffic Survey Report to the Community Link Officer (CLO) and Highways Manager, and a reply was received from Kate Dixon (Project Manager, Capital Programme, Cormac Highways and Environment) who said that 'it is unlikely that one-way systems can practically be implemented on a summer only basis however some research is being done on this to see how it might be achieved. Once that is complete, comment on the viability will be added to the report. Once the information on part time one-way has been received the design team will meet with the parish to discuss that and the rest of the report'. He had forwarded copies of the report and the response to the Harbour Trustees.
  - The review of the Financial Regulations was awaiting input from the Public Toilets Working Group on the cash handling procedure.
  - He had been asked to seek the Harbour Trustees' approval for water quality testing at Island Beach. They had responded that 'they were not inclined to "Stir Up A Hornets Nest" until we have had the grant and work is complete, as anything adverse might make the fund reassess their funding decision'.
  - At the June meeting no members had heard of the Portmellon Community Group. Chrys Kelson sent the following: 'We were formed following the success of the Portmellon Regatta in September last year when we decided to formalise a group to manage the regatta and any future fundraising events in the Portmellon area. Our constitution is attached. I took on the role of interim chair as we were hoping another committee member could be persuaded to take up the post, however that has not happened and I am now permanent chair of the Group. Our committee members are

Chrys Kelson (Chair), Nick Marshall (Treasurer), Bev Scott-Humphries (Secretary), Chris Mitchell, Martin Walton, Sharon Harvey, Jerry Humphries, Malcolm Triggs and Stephen Gibson. We meet once a month and are at present busy planning this year's regatta set for Saturday 16th September'.

10. The Ward Member presented his monthly report, which can be seen on the Council's website.

11. To approve the monthly finances.

Bills to Pay	Service seasonal bins 02/06/23 - 15/06/23 (paid)	£	368.11	
	W Wharf PC electricity 02/06/23 - 01/07/23 (paid)	£	55.41	
	Valley Rd PC electricity 02/06/23 - 01/07/213 (paid)	£	102.77	
	Service seasonal bins 16/06/23 - 30/06/23	£	460.32	
	Office costs (repaid to Clerk)	£	4.60	
	Annual Portmellon defibrillator monitoring fee	£	228.00	
	Service bottle bank 02/06/23 & 26/06/23	£	439.20	
	Operate West Wharf PC July	£	1,352.88	
	Operate Valley Rd PC July	£	1,397.89	
	June staff costs	£	2,920.30	
	Payroll services Apr - Sep 23	£	60.00	
	Valley Rd PC water 06/06/23 - 05/07/23	£	429.36	
	TOTAL	£	7,818.84	
Accounts	Amount available to spend as of last meeting	£	145,009.30	
	Expenditure last month	£	7,368.84	
	plus West Wharf PC electricity 02/05/23 - 01/06/23	£	13.94	
	Valley Rd PC electricity 02/05/23 - 01/06/23	£	52.79	
	LMP - Coast path 1st cut	£	382.78	
	Grant for cutting football pitch 2023/24	£	840.00	
	Internal audit	£	175.00	
	W Wharf PC water 04/05/23 - 05/06/23	£	145.97	
	Valley Rd PC water 04/05/23 - 05/06/23	£	409.75	
	Gov.uk Email addresses and backups for all members (annual)	£	1,265.28	
	Street weed spraying - 1st treatment	£	528.00	
	LMP - Inland paths 1st cut	£	499.20	
	Bank charges to 31/05/23	£	10.00	
	LMP grant 2022	£	1,819.52	Received
	Gross interest to 29/06/23	£	499.30	Received
	Refund of overcharge for Local Council Administration (book)	£	23.00	Received
	Available to spend	£	135,659.57	
	Bank Statements (01/07/2023)			
	Current Account	£	475.09	
	Deposit Account	£	135,184.48	
	TOTAL	£	135,659.57	

Proposed by Cllr. Williams, Seconded by Cllr. Barham that the accounts be accepted and the bills paid. Carried.

12. Proposed by Cllr. Brown, Seconded by Cllr. Williams that the Q1 statement of accounts be accepted. Carried.

13. Proposed by Cllr. Barham, Seconded by Cllr. Pryn that the Council wishes to switch banking to Unity Trust Bank and makes the Resolution and Declarations detailed in the application form and circulated to all members. Carried.

14. To receive a report on the operation of the public conveniences (Cllr. Facey).

14a. In Cllr. Facey's absence, the Chairman reported that the toilets were operating reasonably well, and that consideration should be given to applying for Levelling Up funding for the proposed rebuild or renovation of the Valley Road toilet block. It was understood that should a planning application be required, it must be submitted and approved before the funding application is submitted. Cllr. Barham will progress this.

14b. Proposed by Cllr. Barham, Seconded by Cllr. Whatty that an Expression of Interest (EOI) should be submitted for Levelling Up funding, and that an application should be made to the Community Capacity Fund for help with preparing the EOI for submission. Carried.

14c. Following problems experienced during Feast Week, the contractor had asked that funding should be provided for two attendants to be on duty during future similar events. Cllr. Barham expressed concern that the attendants may have to deal with abusive behaviour and that a risk assessment should be provided by the contractor. It was agreed

that the Chair of the Public Toilets Working Group should discuss this with the contractor and report back at the next meeting. (The Ward Member left the meeting during this item).

15. There was nothing to report from the Housing Working Group.
16. Cllr. Gann was absent but had reported that the seasonal litter bin system was working satisfactorily.
17. Cllr. Brown reported on the activities of the Climate Emergency Working Group.
18. Cllr. Brown presented his proposal for the Mevagissey Community Plant Project which would be sited on land made available by the Mevagissey Activity Centre and which would require a total spend of £4,300, including £3,000 to prepare the site. Cllr. Barham volunteered to carry out the site preparation at cost and will liaise with Cllr. Brown to progress this. Proposed by Cllr. Prynne, Seconded by Cllr. Morgan that up to £2,000 be allocated to cover the costs of site preparation. Carried.
19. Cllr. Whatty reported that he and Cllr. Gann were satisfied that their new gov.uk email addresses were working and next week he will send members their new email addresses, passwords and instructions. Any problems should be reported to him in the first place. He will advise on importing existing email folders to the new addresses. He is also working on a draft IT Policy for adoption by the Council.
20. The Chairman reported on the inaugural meeting of the Asset Working Group and noted that Cllr. Williams was leading on carrying out risk assessments of assets. Proposed by Cllr. Brown, Seconded by Cllr. Barham that the Group's Terms of Reference be approved. Carried.
21. Progress on the development of a devolution package remains stalled pending the receipt of revised financial information from Cornwall Council.
22. The Ward Member had forwarded a list of maintenance works planned by Ocean Housing for their properties in the parish. Cllr. Barham said that a meeting should be arranged with Ocean to agree a list of actions. Tenants of Ocean are asked to send details of problems to the Clerk prior to a meeting being arranged. Cllr. Gann will be asked to publicise this via the Council's Facebook page.
23. The Chairman reported on the inaugural meeting of the Cornwall South (Kemeneth Kernow Soth) Community Area Partnership, for which he is the Council's representative. Cllr. Michael Bunney (Ward Member for St Mewan & Grampond) had been elected as Chair and our own Ward Member as Vice-Chair. It had emerged that the top priority for most parishes was the lack of social housing. Meetings will be quarterly.
24. It was agreed that a copy of the Grant Policy and Application Form should be sent to any group or charity asking for a donation, regardless of any possible ineligibility under the Policy.
25. Proposed by Cllr. Barham, Seconded by Cllr. Prynne that a letter should be sent expressing the Council's support for the Harbour Trustees' funding application for the harbour resilience works. Carried.
26. Proposed by Cllr. Barham, Seconded by Cllr. Morgan that Robert Larter should be appointed as the Council's internal auditor for 2023/24. Carried.
27. The meeting ended at 9.50 pm. Date of next (non-planning) meeting: 24 August 2023.

Signed .....

Dated .....