MEVAGISSEY PARISH COUNCIL

[mevagissey-pc.gov.uk](http://mevagisseyparishcouncil.co.uk/)

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

On Thursday 16 November 2023 at 7pm

Present Cllrs. M Roberts (Chairman), M Facey (Vice-Chairman), G Barham, J Brown, D Drake, K Prynn,

G Shephard, P Simpson, J Whatty, G Williams.

In Attendance P Howson (Clerk to the Council). No members of the public were present.

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 *UNRATIFIED UNLESS SIGNED*

1. Apologies had been received from Cllrs. Burdett, Morgan, Gann and Mustoe (Ward Member).
2. There were no declarations of interest or gifts.
3. Cllr. Shephard said he was very disappointed that there were no members of the public present for what was arguably the most important meeting of the year for them, when the Council agrees the budget and sets the precept, ie the amount of money which residents will pay and which is added to their Council Tax bills.

4. Proposed by Cllr. Simpson, Seconded by Cllr. Whatty that the minutes of the meeting held on 19 October 2023 be accepted. Carried.

5. Proposed by Cllr. Prynn, Seconded by Cllr. Shephard that the minutes of the planning meeting held on 20 October 2023 be accepted. Carried.

6. The Clerk reported that:

* The application to the Community Networks Highways Scheme for a speed reduction on the B3273 had been submitted;
* Steve Double MP had been asked to support the Climate and Ecology Bill and his reply had been circulated;
* Cornwall Council had been informed that a polling place at Portmellon was considered necessary under their Polling Districts and Polling Places review;
* Technical information had been received from Jeremy Burt of Glanville Engineering about the sewer repairs;
* Updates from Ocean Housing following the recent walkabout had been received and circulated;
* Linda Coles had quoted £250 to do the internal audit this year;
* The proposed road closure for ‘utility asset works’ on 29 November between 9.30am – 3.30pm between Bodrugan Hill and Portmellon Road has now been approved;
* A damaged bench at Portmellon cove had been reported by a resident and details passed to the Ward Member;
* Alex Williams has appointed Alastair Donohew of the Kovia Group as fundraiser to the parish nurse project, and he expects to complete his work by Christmas;

7. Proposed by Cllr. Facey, Seconded by Cllr. Barham that Linda Coles be appointed as internal auditor to the Council.

 Carried.

8. The Clerk read out the Ward Member’s report, which can be seen in full on the Council’s website.

9. To approve the monthly finances.

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| Bills to Pay | Grant to Mevagissey and District Museum (1st payment) (paid) | £ | 2,500.00 |  |  |
|  | Service seasonal litter bins 01/10/23 - 15/10/23 (paid) | £ | 554.69 |  |  |
|  | Valley Rd PC electricity 02/10/23 - 01/11/23 (paid) | £ | 26.40 |  |  |
|  | West Wharf PC electricity 02/10/23 - 01/11/23 (paid) | £ | 45.04 |  |  |
|  | Service seasonal litter bins 17/10/23 - 31/10/23 | £ | 683.88 |  |  |
|  | Service bottle bank 24/10/23 | £ | 219.60 |  |  |
|  | Councillor training | £ | 36.00 |  |  |
|  | Valley Rd PC water 05/10/23 - 03/11/23 | £ | 228.46 |  |  |
|  | West Wharf PC water 05/10/23 - 03/11/23 | £ | 139.77 |  |  |
|  | IT support for November | £ | 54.86 |  |  |
|  | October staff costs | £ | 1,602.40 |  |  |
|  | Operate West Wharf PC November | £ | 1,352.88 |  |  |
|  | Operate Valley Road PC November | £ | 1,397.89 |  |  |
|  | TOTAL | £ | 8,841.87  |  |  |
|  |  |  |  |  |  |
| Accounts | Amount available to spend as of last meeting | £ | 152,349.75 |  |  |
|  | Expenditure last month | £ | 6,969.30 |  |  |
|  |  plus PC attendants during shanty festival | £ | 66.00 |  |  |
|  |  Bank charges to 30/09/23 | £ | 10.00 |  |  |
|  | West Wharf PC card reader payment | £ | 478.85 |  | Received |
|  | Available to spend | £ | 145,783.30 |  |  |
|  | Bank Statements (01/11/2023) |  |  |  |  |
|  | Current Accounts |  |  | £ | 1,104.70 |
|  | Deposit Accounts |  |  | £ | 144,678.60 |
|  | TOTAL |  |  | £ | 145,783.30 |

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

10. The Clerk presented the draft budget proposal for 2024/25.

10a. Proposed by Cllr. Brown, Seconded by Cllr. Barham that the budget for supporting village halls be increased to £7,000. Carried.

10b. It was noted that any unspent amount of the ‘free resource’ (available under Section 137 of the Local Government Act 1972) must not be carried over to the following financial year.

 Proposed by Cllr. Shephard, Seconded by Cllr. Barham that Standing Orders be suspended. Carried.

10c. Proposed by Cllr. Barham, Seconded by Cllr. Whatty that the second grant payment towards the reroofing of the Mevagissey and District Museum, originally to be deferred to April 2024 (minute 2023/10/27 refers), be brought forward to within this financial year. Carried.

10d. Proposed by Cllr. Shephard, Seconded by Cllr. Whatty that Standing Orders be reinstated. Carried.

10e. After further various amendments to the draft budget proposal it was agreed that the revised proposal should be re-presented at the next meeting.

10f. Proposed by Cllr. Barham, Seconded by Cllr. Shephard that letters should be sent to Steve Double MP and to the Community Area Partnership highlighting the impact of the increasing numbers of second homes and holiday homes on the amount of ‘free resource’ available to the Council. Carried.

 NOTE: the amount of ‘free resource’ is determined by an amount per registered elector (determined annually by the Government) multiplied by the number of registered electors.

11. To set the precept for 2024/25. Deferred to next meeting.

12. Cllr. Facey reported that the Ladies and Gents at the West Wharf PC were now closed for the winter, with just the Disabled facility being open during the day. The proposed winter maintenance works at both PC sites were presented with costings. Proposed by Cllr. Simpson, Seconded by Cllr. Shephard that the proposed works be authorised up to a maximum cost of £2,050 with £500 to be paid in advance. Carried.

13. Cllr. Gann was not present to provide a report from the Housing Working Group.

14. It was noted that the seasonal litter bins had all been removed by the supplier on 7 November.

15. Cllr. Brown (Climate Emergency Working Group) reported that:

* Drawings and scope of work developed for Community Planter Programme and directors meeting requested with the MAC
* Information on street lights shared on Climate Action Group social channels
* Sustainability survey underway with local businesses to celebrate little acts of sustainability
* School event being developed with Mevagissey School to organise a nature walk to school
* Christmas Bat Box giveaway competition being developed for launch in December
* He will investigate finding a new Tree Warden (following the departure of Christine Leiser).

Cllr. Drake expressed an interest in the role of Tree Warden.

16. There was nothing further to report from the Asset Working Group.

17. Financial data from Cornwall Council required to progress a devolution package was still awaited. There had been no movement on this since it was suspended during the pandemic, and Cllr. Mustoe’s efforts to progress it had not been successful. A letter will be sent to the Community Link Officer asking her to chase it.

18. Proposed by Cllr. Shephard, Seconded by Cllr. Barham that the new version of the Document Retention Policy be adopted. Carried.

19. Proposed by Cllr. Barham, Seconded by Cllr. Brown that permission be granted for St Peter’s Church to erect the Christmas Crib next to the war memorial. Carried.

20. Proposed by Cllr. Facey, Seconded by Cllr. Barham that £150 be granted to the Royal British Legion Poppy Appeal, to be added to the £25 charge for the provision of the Council’s wreath on Remembrance Sunday. Carried.

 As usual, the Chairman had represented the Council at the ceremony and reported good attendance, with numbers seeming to increase each year.

21. Proposed by Cllr. Prynn, Seconded by Cllr. Simpson that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, because of the confidential nature of the business to be transacted, the public and press be excluded from the rest of the meeting. Carried.

 The remainder of the meeting was held in closed session.

22. The meeting ended at 9.20pm. Date of next meeting (to include planning matters): 21 December 2023.

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