MEVAGISSEY PARISH COUNCIL

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

On Thursday 21 December 2023 at 7pm

Present Cllrs. M Roberts (Chairman), M Facey (Vice-Chairman), G Barham, J Brown, L Burdett, D Drake, J Gann, J Morgan, K Prynn, P Simpson, J Whatty.

In Attendance Cllr. J Mustoe (Ward Member), P Howson (Clerk to the Council), 3 members of the public.

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 *UNRATIFIED UNLESS SIGNED*

1. Apologies had been received from Cllrs. G Shephard and G Williams.
2. Cllr. Drake declared an interest in agenda item 22 (request from the Mevagissey Activity Centre).

3. Public participation.

Angela Taylor, Manager of the Mevagissey Activity Centre (MAC), outlined the reasons for the MAC’s application for emergency assistance (agenda item 22), and Walter Eyre, a Director of the MAC, summarised their future plans and other funding sources. They then took questions from members. Teri Cailleach spoke in support of the MAC, stressing its importance as a community asset.

4. Proposed by Cllr. Barham, Seconded by Cllr. Facey that the minutes of the meeting held on 16 November 2023 be accepted. Carried.

5. Proposed by Cllr. Whatty, Seconded by Cllr. Facey that the minutes of the planning meeting held on 17 November 2023 be accepted. Carried.

6. The Clerk reported that:

* The Local Planning Authority (LPA) confirmed that major development, as referred to by the Bio-Diversity Net Gain Policy, is ‘where 10 or more homes will be provided, or the site has an area of 0.5 hectares or more. For non-residential development it means additional floorspace of 1,000sqm or more, or a site of 1 hectare or more, or as otherwise provided in the Town and Country Planning (Development Management Procedure) (England) Order 2015’. The LPA had also been asked if planning permission was required for the installation of a heat pump in a Conservation Area, and had asked for a photograph of the pump, which had been sent.
* The Standards Committee had confirmed that they do not have the powers to investigate complaints about Cornwall Council’s (CC) officers, and that a complaint regarding the handling by the LPA of Certificates of Lawfulness should be addressed to the Chief Executive of CC, and if we are not happy with the response, to then complain to the Local Government Ombudsman.
* He had written to the Community Link Officer (CLO) regarding the delay in progressing a devolution package, and the Ward Member is now liaising with her.
* He had written to Steve Double MP regarding the impact of second and holiday homes on the level of free resource available each year, and his reply had been circulated to members.
* He had asked the Chair of Mevagissey FC about grants from the FA. He had replied that funding was available from the Football Foundation for capital expenditure only, and not for pitch cutting.
* He had forwarded comments made by Cllr. Shephard to the updated Protocol for Local Councils.
* He has chased CC regarding the provision of an election voting site at Portmellon, but still no reply.
* A free efficiency audit of the Public Conveniences by S W Water has been booked for 18 January.
* The highway in Roberts Close was adopted by the Highway Authority on 13 November for maintenance at the public expense.
* Following the reduction of the Planning Guarantee for non-major developments from 26 to 16 weeks, the LPA has said that extensions of time for consultees would no longer be permitted (except in exceptional circumstances). This is likely to mean more extra-ordinary meetings.
* The proposed closure of Vicarage Hill (between Church Lane and the Crosspark Terrace steps) between 2-8 January for works by S W Water has now been approved.

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 | West Wharf PC hygiene services 29/12/23 - 28/03/24 (paid) | £ | 353.55 |  |  |
|  | Councillor Code of Conduct training (paid) | £ | 24.00 |  |  |
|  | Valley Rd PC electricity 02/11/23 - 01/12/23 (paid) | £ | 23.53 |  |  |
|  | West Wharf PC electricity 02/11/23 - 01/12/23 (paid) | £ | 39.87 |  |  |
|  | Service seasonal litter bins 03/1123 - 08/11/23 (paid) | £ | 274.94 |  |  |
|  | Valley Rd PC water 04/11/23 - 02/12/23 (paid) | £ | 97.29 |  |  |
|  | West Wharf PC water 04/11/23 - 30/11/23 | £ | 128.00 |  |  |
|  | November staff costs | £ | 1,602.40 |  |  |
|  | Office supplies | £ | 43.84 |  |  |
|  | VPN (2 year subscription) | £ | 77.44 |  |  |
|  | Valley Rd PC hygiene services 29/12/23 - 28/03/24 | £ | 297.95 |  |  |
|  | Operate West Wharf PC December | £ | 1,352.88 |  |  |
|  | Operate Valley Road PC December | £ | 1,397.89 |  |  |
|  | IT support for December | £ | 54.86 |  |  |
|  | Service seasonal litter bins 27/11/23 | £ | 70.33 |  |  |
|  | Website hosting and maintenance 2023 | £ | 395.00 |  |  |
|  | Payroll services Oct 23 - Mar 24 | £ | 60.00 |  |  |
|  | TOTAL | £ | 6,293.77  |  |  |
|  |  |  |  |  |  |
| Accounts | Amount available to spend as of last meeting | £ | 145,783.30 |  |  |
|  | Expenditure last month | £ | 8,841.87 |  |  |
|  |  plus Remembrance Sunday wreath and poppy appeal (cheque) | £ | 175.00 |  |  |
|  |  Advance payment for PC winter maintenance works | £ | 500.00 |  |  |
|  |  Grant to Mevagissey and District Museum (2nd payment) | £ | 2,500.00 |  |  |
|  |  Parish nurse fundraiser | £ | 2,400.00 |  |  |
|  |  Repairs to West Wharf PC door locks and handles | £ | 780.00 |  |  |
|  | West Wharf PC card reader payment | £ | 185.25 |  | Received |
|  | West Wharf PC coin payments | £ | 1,350.00 |  | Received |
|  | LMP / SWCP 2023 grant (footpath cutting) | £ | 1,990.17 |  | Received |
|  | Closing balance from HSBC account | £ | 56.99 |  | Received |
|  | Uncleared cheque | £ | 175.00 |  |  |
|  | Available to spend | £ | 134,343.84 |  |  |
|  | Bank Statements (30/11/2023) |  |  |  |  |
|  | Current Accounts |  |  | £ | 342.83 |
|  | Deposit Accounts |  |  | £ | 134,001.01 |
|  | TOTAL |  |  | £ | 134,343.84 |

Proposed by Cllr. Simpson, Seconded by Cllr. Brown that the accounts be accepted and the bills paid. Carried.

9. To agree the budget for 2024/25. Version 3 of the draft budget was presented for approval.

9a. Proposed by Cllr. Facey, Seconded by Cllr. Barham that staff costs be set at £22,000. Carried.

9b. Proposed by Cllr. Gann, Seconded by Cllr. Whatty that support for village halls be set at £15,000. Carried.

9c. Proposed by Cllr. Barham, Seconded by Cllr. Morgan that support for sports and recreation be set at £4,000.

 Carried.

9d. Proposed by Cllr. Barham, Seconded by Cllr. Gann that the revised budget (v4) be accepted. Carried.

10. Proposed by Cllr. Simpson, Seconded by Cllr. Gann that the 2024/25 Precept be set at £99,922 (an increase of 4.99%). Carried.

11. Planning

11a. PA23/09894 : First floor extension on existing footprint and alterations to front garden by extending wall, relocating fence and extending lawn. Shangri La Valley Road Mevagissey St Austell Cornwall PL26 6SB

 Proposed by Cllr. Barham, Seconded by Cllr. Morgan that the Council supports the application. Carried.

11b. PA23/09473 : Extension to the side of the building with balcony area, Installation of Solar PV on roof and the addition of car port. Penwarne Close Portmellon Road Mevagissey St Austell PL26 6PH.

 Proposed by Cllr. Facey, Seconded by Cllr. Barham that the Council makes no objection. Carried.

12. Planning decisions (for information).

 PA23/05584 : Domestic shed. Chapel Point House. APPROVED WITH CONDITIONS

 PA23/06432 : Listed building consent for the siting of a domestic shed. Chapel Point House. WITHDRAWN

PA23/08637 : Proposed extensions, replacement roof, windows and doors, remodelling and addition of balcony with variation of condition 2 and 3 of decision PA21/07688 dated 19/10/2021. Southcliffe 3 Lower Well Park.

APPROVED WITH CONDITIONS

13. Other planning matters.

13a. It was agreed that the advice from the Standards Committee referred to in the Clerk’s report should be followed.

13b Conditions attached to the approval of PA18/06592 (Portmellon Car Park) will be checked and reported to the next meeting.

13c. It was noted that following receipt of a five-day protocol letter from the LPA in respect of PA23/06852 (Ancarva, School Hill) the Council had voted to maintain its objection.

14. Cllr. Facey reported that the refurbishment of the Valley Road PC was about to start. The disabled facility at the West Wharf PC remains open.

15. The report from the Housing Working Group would be received in closed session at the end of the meeting.

16. Cllr. Gann confirmed that all of the seasonal litter bins had been removed. Next year’s provision would be agreed at the March 2024 meeting.

17. Cllr. Brown presented his report from the Climate Emergency Working Group:

1. New website has been developed and will be deployed in the new year;
2. We went live with our Christmas competition on social channels;
3. We are awaiting a meeting with MAC directors regarding the planter programme;
4. We have nearly completed our sustainability survey of local businesses, results to be released in New Year.

18. In Cllr. Shephard’s absence it was noted that the Asset Working Group will meet on 22 January 2024.

19. The Community Link Officer (CLO) will be asked for an update on the development of a devolution package

20. To approve the Staff Committee Terms of Reference and delegate authority to the Committee to make all decisions relating to all aspects of the recruitment and management of staff.

20a. Proposed by Cllr. Gann, Seconded by Cllr. Whatty that Cllrs. Barham and Prynn be co-opted to the Staff Committee. Carried.

20b. Proposed by Cllr. Facey, Seconded by Cllr. Morgan that the Staff Committee Terms of Reference be adopted and that authority be delegated to the Staff Committee to make all decisions relating to all aspects of the recruitment and management of staff. Carried.

21. The notes from the Community Area Partnership (CAP) meeting with S W Water on 22 November had been circulated. The Chairman, who had attended the meeting, noted that it had mostly been about the proposed desalination facility at Par.

22. The request for emergency assistance from the Mevagissey Activity Centre would be considered in closed session at the end of the meeting.

23. The Model Complaint Handling Procedure was reviewed.

Proposed by Cllr. Gann, Seconded by Cllr. Prynn that the Procedure required no updates. Carried.

24. Proposed by Cllr. Prynn, Seconded by Cllr. Barham 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.

25. The meeting ended at 9.55pm.

Date of next meeting: 18 January 2024. Date of next planning meeting: 19 January 2024.

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