MEVAGISSEY PARISH COUNCIL

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

On Thursday 21 November 2024 at 7pm

Present Cllrs. M Roberts (Chairman), M Facey (Vice-Chairman), G Barham, J Brown, L Burdett, J Gann,

J Morgan, K Prynn, G Shephard, P Simpson, J Whatty, G Williams.

In Attendance Cornwall Cllr. J Mustoe (Ward Member), Paul Mason (Tree Warden), P Howson (Clerk to the Council).

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*UNRATIFIED UNLESS SIGNED*

1. Apologies for absence had been received from Cllr. B Collins. Cllr. Mustoe would have to leave at 9pm.

2. Cllr. Prynn declared an interest in agenda item 28 (Mevagissey School PTFA grant application).

3. There were no members of the public present, but Paul Mason (Tree Warden) highlighted the community activities planned for the next two weekends, invited interested members to join in, and thanked the Council for its support.

4. Proposed by Cllr. Shephard, Seconded by Cllr. Simpson that the minutes of the meeting held on 17 October 2024 be accepted. Carried.

5. Proposed by Cllr. Facey, Seconded by Cllr. Shephard that the minutes of the planning meeting held on 18 October 2024 be accepted. Carried.

6. The Clerk reported that:

* Cornwall Council’s car parks will be free of charge on 7th, 14th and 23rd December;
* A letter of thanks had been received from the MD of the MAC thanking the Council for the grant received;
* Chapel Square will be closed on 25 November for works by S W Water;
* A Teams meeting with Ocean Housing has been arranged for 2pm on 3rd December, with agenda items provided by Cllrs. Barham and Shephard;
* Ocean Housing's monthly update had been forwarded to the Housing Working Group;
* Ocean Housing have declared their intention to sell 19 Kiln Close, a 3 bedroom house, currently empty;
* Cllr. Simpson had reported that despite some baseline support for the ‘Speak Cornish’ initiative, it had not been possible to progress further and it should be removed from the agenda;
* Biffa had charged £140 for a wasted journey because the bottle bank had been obstructed by fish boxes;
* He had forwarded details of the government consultation on enabling remote attendance and proxy voting at local authority meetings (including parish council meetings) but had not been asked to add it to the agenda;
* He had again asked for an update on the fundraising for the proposed Parish Nurse but received no reply.
* At the Tree Warden’s request he had provided him with copies of a letter explaining his role, with which he hopes to obtain discounts on the purchase of tools, etc.

7. Proposed by Cllr. Simpson, Seconded by Cllr. Gann that a letter be sent to the Fishermen’s Association saying that the Council will bear the cost of Biffa’s wasted journey on this occasion and asking that the bottle bank is not obstructed again. Carried.

8. The Ward Member presented his report which can be seen on the Council’s website.

9. Proposed by Cllr. Barham, Seconded by Cllr. Gann that agenda item 27 (Valley Road footpath) be brought forward so that the Ward Member could participate in the debate. Carried.

10. Proposal to a) ask Cornwall Council to make safe the footpath along Valley Road between the Mevagissey Activity Centre and the Tregiskey crossroads and b) to contact local landowners with a view to accommodating an alternative route on either a temporary or permanent basis. Cllr. Gann detailed the issues with the footpath and also the continuation beyond the crossroads on the other side of the road. The Ward Member has already spoken to Highways who indicated that they would look at it if asked to by the Council. Any works could not be funded by the Community Area Partnership (CAP) Highways Scheme, but funding may be possible under the Local Transport Plan because it would be encouraging walking, although some matched funding from the Council would be expected. The following proposal was made at the suggestion of the Ward Member.

Proposed by Cllr. Barham, Seconded by Cllr. Prynn that Highways be asked to progress the necessary works under the Local Transport Plan because it would encourage walking, and Pentewan Valley Parish Council should be asked to support the initiative. Carried.

11. Proposed by Cllr. Prynn, Seconded by Cllr. Gann that the Council should write to Cornwall Council (CC) to express its dissatisfaction at Ocean Housing selling properties within the parish but not replacing them within the parish.

Carried.

12. To approve the monthly finances.

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| --- | --- | --- | --- | --- | --- |
| Bills to Pay | Part funding for public access defibrillator in village centre (paid) | £ | 900.00 |  |  |
|  | October meeting room hire (paid) | £ | 75.00 |  |  |
|  | Valley Rd PC electricity 02/10/24 - 01/11/24 (paid) | £ | 46.97 |  |  |
|  | West Wharf PC electricity 02/10/24 - 01/11/24 (paid) | £ | 51.79 |  |  |
|  | Installation and connection of defibrillator (paid) | £ | 299.65 |  |  |
|  | October staff costs | £ | 1,697.24 |  |  |
|  | IT support November 2024 | £ | 54.86 |  |  |
|  | Service seasonal litter bins 21-28/10/24 | £ | 185.76 |  |  |
|  | Service bottle bank 29/10/24 plus wasted journey | £ | 385.80 |  |  |
|  | Operate West Wharf PC November 2024 | £ | 1,407.88 |  |  |
|  | Operate Valley Road PC November 2024 | £ | 1,432.89 |  |  |
|  | West Wharf PC hygiene services 08/12/24 - 07/03/25 | £ | 374.72 |  |  |
|  | Office costs | £ | 4.15 |  |  |
|  | Valley Rd PC water 02/10/24 - 01/11/24 | £ | 262.54 |  |  |
|  | West Wharf PC water 02/10/24 - 01/11/24 | £ | 101.49 |  |  |
|  | Payroll services Oct 24 - Mar 25 | £ | 60.00 |  |  |
|  | TOTAL | £ | 7,340.74 |  |  |
|  |  |  |  |  |  |
| Accounts | Amount available to spend as of last meeting | £ | 150,686.00 |  |  |
|  | Expenditure last month | £ | 6,723.71 |  |  |
|  | plus Mevagissey Activity Centre (further grant to cover shortfall) | £ | 4,500.00 |  |  |
|  | Seasonal litter bins 01-14/09/24 | £ | 185.76 |  |  |
|  | Bank charges | £ | 8.10 |  |  |
|  | West Wharf PC card reader receipts (net) | £ | 489.16 |  | Received |
|  | Available to spend | £ | 139,757.59 |  |  |
|  | Bank Statements (31/10/2024) |  |  |  |  |
|  | Current Account |  |  | £ | 489.24 |
|  | Deposit Account |  |  | £ | 139,268.35 |
|  | TOTAL |  |  | £ | 139,757.59 |

Proposed by Cllr. Shephard, Seconded by Cllr. Morgan that the monthly finances be approved. Carried.

13. To agree the budget for 2025/26. The Clerk, as Responsible Financial Officer (RFO), presented a draft budget for consideration by the Council, with the proviso that reserves should be maintained at the level of one year’s expenditure. There was lengthy debate covering a range of views.

Proposed by Cllr. Prynn, Seconded by Cllr. Brown that the amount allocated for supporting sports and recreation be reduced from £20,000 to £10,000. Voting was five for and five against with one abstention, and the Chairman declined to use his casting vote. Not carried.

Proposed by Cllr. Barham, Seconded by Cllr. Whatty that the amount allocated for supporting sports and recreation be reduced from £20,000 to £15,000. Carried.

The draft budget was amended accordingly.

Proposed by Cllr. Barham, Seconded by Cllr. Facey that the draft budget for 2025/26 should now be accepted. Carried.

14. To set the precept for 2025/26. The RFO explained how the Second Homes Premium would reduce the impact on individual council tax payers of any increase to the precept.

Proposed by Cllr. Gann, Seconded by Cllr. Barham that the Precept for 2025/26 should be set at £130,000 (an increase of 30.1%). Carried.

Note: because of the Second Homes Premium, the increase for individual council tax payers is reduced to 14.7%.

15. Public Toilets Working Group

15a. Cllr. Facey (Chair of the Public Toilets Working Group) summarised the recent site inspection, hosted by Gary Farr, the Council’s contractor, to consider his recommendations for a winter maintenance programme at both Valley Road and West Wharf public conveniences (PCs).

[Note: The Ward Member left the meeting at this point.]

15b. It was noted that the West Wharf PC maintenance works are due in large part to the toilet block’s exposure to the marine environment, particularly during easterlies. It also suffers from sand brought in from the adjacent beach, with children and dogs often being cleaned off in there.

Proposed by Cllr. Shephard, Seconded by Cllr. Facey that a meeting with the Harbour Trustees be requested in the New Year to discuss options for opening toilet facilities in a less exposed part of the harbour, such as East Wharf.

Carried.

15c. The Council considered the costed list of necessary maintenance works to the toilet blocks received from the contractor.

Proposed by Cllr. Gann, Seconded by Cllr. Brown that the works be agreed and spend up to £4,305 be approved.

Carried.

Note: the contractor’s quotes for next year, just received, show an increase of 1.8% and will be considered at the next meeting.

16. Cllr. Gann (Chair of the Housing Working Group) reported that work on the housing questionnaire was ongoing and his report would be ready for presentation at the next meeting.

17. Climate Emergency Working Group (CEWG) (Cllr. Burdett).

17a. The Clerk noted that the CEWG had been set up by the Council in 2019 following the declaration of a climate emergency for the purpose of developing appropriate policies to add to the Mevagissey Neighbourhood Development Plan (NDP). Proposed by Cllr. Shephard, Seconded by Cllr. Burdett that because CC had since that time included appropriate policies within the Cornwall Local Plan, and given the subsequent change of focus for the CEWG, that the group should be closed down, and its activities should continue under the banner of the Mevagissey Climate Action Group. Carried.

17b Proposed by Cllr. Gann, Seconded by Cllr. Barham that the Council approves the following Terms of Reference (ToR) for the Mevagissey Climate Action Group:

1. Communicate within the parish on the importance of climate change and biodiversity.

- Arrange events, attend and present to local groups - create awareness.

2. Establish and maintain contact with local organisations especially the school.

- Create contact list and actively pursue common activities/aims.

3. Liaise with Cornwall Council and other parishes/town councils on local initiatives.

- Establish and promote discussions with like-minded Cornish groups; maybe share events.

4. Establish and/or promote local initiatives to improve biodiversity and mitigate climate change particularly saving domestic energy (and household cost).

- Create an action list of events and initiatives [e.g. policies that have been developed, see above].

5. Support environmental issues where these are directly relevant to climate change and biodiversity.

Carried.

17c. Proposal that authority be delegated to the CEWG to self-approve up to £500 of budgeted spend with the agreement of three members of the group but without the prior approval of the full Council, in order to avoid delays to the Group’s activities. Following advice from the RFO, endorsed by the Chairman, the proposal was withdrawn.

18. Cllr. Shephard (Chair of the Asset Working Group) reported that the Risk Assessment for the new defibrillator was in hand.

19. Cllr. Gann reported that the seasonal litter bins, which should have been removed at the beginning of the month, were still on site in the River Street car park. The Clerk will chase the supplier to get them removed.

20. To review the decision to allow a commercial waste bin to be sited alongside the seasonal litter bins in the River Street car park. It was agreed that the arrangement should continue, regardless of the removal of the seasonal litter bins.

21. To review the contract with Biffa for the servicing of the glass recycling skip (Cllr. Facey). Deferred to the next meeting.

22. To receive an update on negotiations for a devolution package. It was noted that the revised costings requested from Cormac had just been received. Discussion was deferred to the next meeting.

23. The Chairman provided feedback from the 23rd October Community Area Partnership (CAP) meeting held at The House, Young People Cornwall, St Austell. This had been aimed primarily at young people but, although it was well attended, there were very few young people there.

24. To consider the adoption of an Information Security Incident Policy (Cllr. Burdett) (deferred from last month).

Proposed by Cllr. Facey, Seconded by Cllr. Barham that the proposed Information Security Incident Policy should not be adopted. Carried.

25. To consider the provision of litter / dog waste bins (deferred from last month). Deferred to the next meeting.

26. To consider holding an event to commemorate ‘VE Day 80’ on 8th May next year, along the lines of the successful ‘D-Day 80’ event held in June. Following reports that CC and the Royal British Legion (RBL) may be making their own proposals for the event to make them more inclusive and of interest to younger people, it was agreed to defer this until more information becomes available.

27. Telecommunications Resilience Planning. To consider the development of a community level action plan to address any negative impacts caused by the transition of the telephone network to Voice Over Internet Protocol (VOIP) (Cllr. Shephard). Deferred to the next meeting.

28. To agree a donation to the Royal British Legion’s ‘Poppy Appeal’.

Proposed by Cllr. Barham, Seconded by Cllr. Facey that a donation of £150 be made to the RBL’s poppy appeal, to be added to the £25 cost of the wreath provided for Remembrance Sunday. Carried.

29. Defibrillators

29a. Cllr. Barham reported that the new defibrillator had been installed outside Boots the Chemist and was now operational. Boots had agreed to ‘host’ the device, connect it to their power supply, and carry out the required maintenance, including annual maintenance. The Council thanked Cllr. Barham for his efforts in completing the project in such a short time. Cllr. Facey suggested that stickers be obtained for the village maps to indicate the location of the device.

29b. Proposed by Cllr. Gann, Seconded by Cllr. Facey that the defibrillator installation cost of £299.65 be retrospectively authorised. Carried.

29c. To consider contracting with Duchy Defibrillators for their bleed control kit maintenance service (£40 per bag pa), with the kit to be installed free of charge in the Portmellon defibrillator which they maintain. Deferred to next meeting.

30. Proposed by Cllr. Barham, Seconded by Cllr. Simpson that Standing Orders be suspended to allow the meeting to continue beyond 10pm. Carried.

31. Proposed by Cllr. Facey, Seconded by Cllr. Morgan that permission be granted to St. Peter’s Church to install a nativity scene in the memorial garden for the Christmas period. Carried.

32. To consider a request from the Mevagissey CP School PTFA for a grant of £5,000 to meet the travel costs of extra-curricular activities. Cllr. Prynn withdrew for this item, having declared an interest.

There was concern that the request lacked details of costs, frequency of use, and means of accountability.

Proposed by Cllr. Facey, Seconded by Cllr. Burdett that the item should be deferred until such time as the PTFA can present their request to the Council and answer questions from members. Carried.

33. The meeting ended at 10.05 pm. Date of next meeting: 19 December 2024.

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