MEVAGISSEY PARISH COUNCIL

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

On Thursday 17 July 2025 at 7pm

Present Cllrs. M Roberts (Chairman), G Barham, L Burdett, B Collins, J Fillingham, J Gann, J Morgan, K Prynn,

G Shephard, J Whatty.

In Attendance PCSO Laura Putt, Luci Isaacson (South West Regional Flood & Coastal Committee), George Arnison (Environment Agency Area Coastal Engineer, Flood & Coastal Risk Management, Devon Cornwall & the Isles of Scilly Area), Cllr. J Mustoe (Ward Member), P Howson (Clerk to the Council), 3 members of the public.

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*UNRATIFIED UNLESS SIGNED*

1. Chairman’s opening remarks.

The Chairman announced the passing of John Daniel, previously a long-standing member of the Council, and asked all present to mark their respect by standing for a minute’s silence.

He then announced the resignation from the Council of John Brown who, since his appointment as CEO of the Cornwall Chamber of Commerce, was no longer able to contribute to the work of the Council as fully as previously.

He then passed round a card from Annie Smith thanking the Council for the grant towards the St. Andrew’s Flower Festival.

2. Apologies for absence had been received from Cllrs. M Facey, G Williams, and P Simpson; The Ward Member will be arriving late after attending St. Austell Bay PC’s meeting (arrived 7.20 pm).

3. Cllrs. Morgan and Fillingham declared an interest in agenda item 25 (grant application from the Mevagissey and District Museum).

4. PCSO Laura Putt introduced herself to the Council. She was appointed to the post in February, and her ‘patch’ includes Mevagissey. She was hopeful that the increased police presence would deter anti-social behaviour in the village and that any issues should be reported by telephoning 101. She would be happy to attend future meetings when necessary. The Chairman thanked her for attending on her rest day and hoped to see her regularly around the village. PCSO Putt remained for the duration of the meeting.

5. Luci Isaacson provided an update, with PowerPoint slides, on her two roles (Climate Resilient Meva, and membership of the SW Regional Flood and Coastal Committee) and introduced George Arnison who summarised the funding issues which had delayed the harbour resilience project, and explained the government’s new funding policy which is currently out for consultation and which it is hoped will deliver for the harbour, although this would be unlikely before 2027/28.

6. Public participation. Andy Martin spoke on agenda item 14 (public toilets). He was representing ShantyFest, which this year would be held during 17-19 October (a week later than usual because of the predicted tides), and would be bigger than ever with about 85 acts. On the evening of Thursday, 16 October, a ticketed gala evening would be held in the marquee and he asked that the West Wharf public toilets be kept open until 11pm throughout the festival. The organisers can provide somebody to be on duty, and would be happy to pay for staff cover. The Chairman said this would be added to the next agenda for consideration.

7. Proposed by Cllr. Burdett, Seconded by Cllr. Prynn, that the minutes of the meeting held on 19 June 2025 should be accepted after minute #13 was corrected to show the correct spelling of Cllr. Collins’ name. Carried.

8. Proposed by Cllr. Gann, Seconded by Cllr. Shephard that the minutes of the planning meeting held on 20 June 2025 should be accepted after Cllr. Collins’ name was moved from the list of attendees to the list of apologies for absence.

Carried.

9. The Clerk reported that:

* BT was arranging for the telephony equipment to be removed from the Market Square phone box, after which a completion notice would be issued;
* A note advising on abuse of Blue Badge parking was posted on the Council’s Facebook page and would be appearing in the Tower & Spire;
* Notification of who would be the Chair of the new Business Liaison Working Group, together with draft Terms of Reference for consideration, were awaited;
* The Ward Member had been asked whether he would be prepared to assemble a small group to look after the memorial garden, and he has this in hand;
* A further meeting with the Harbour Trustees has been arranged for 7pm on Tuesday 29 July at the MAC;
* The Clerk to the Harbour Trustees had notified that the back rest from the old memorial bench had been cut off and placed in the museum’s yard, and the rest of the bench disposed of;
* Received a notice of intention to close Valley Road and River Street (B3273) from Monday 29 September to Saturday 4 October between 7pm and 6am for works to repair carriageway surface.
* Other ongoing actions are covered in the Ward Member’s report.

10. The Ward Member's report had been circulated and was taken as read. It can be seen on the Council’s website.

Regarding the issue of school transport to St Austell, he had arranged a meeting between Cornwall Council’s Cabinet Member for Transport, the Heads of Penrice, Poltair, and Mevagissey school, and himself, which would be held tomorrow, 18 July.

11. To approve the monthly finances.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Bills to Pay | Provision of anti-slip floors at Valley Rd PC (paid) | £ | 2,500.00 |  |  |
|  | Gig trailer (paid) | £ | 4,800.00 |  |  |
|  | Meeting room hire 30/06/25 (paid) | £ | 10.00 |  |  |
|  | Additional consumables at West Wharf PC (paid) | £ | 250.00 |  |  |
|  | Replacement components for defibrillator (paid) | £ | 253.35 |  |  |
|  | Attendants at West Wharf PC 02/07/25 - 05/07/25 (paid) | £ | 293.04 |  |  |
|  | Defibrillator battery (paid) | £ | 298.99 |  |  |
|  | Attendants at West Wharf PC 06/07/25 - 12/07/25 (paid) | £ | 439.56 |  |  |
|  | Valley Rd PC electricity 02/06/25 - 01/07/25 (paid) | £ | 48.95 |  |  |
|  | West Wharf PC electricity 02/06/25 - 01/07/25 (paid) | £ | 51.22 |  |  |
|  | Valley Rd PC water 03/06/25 - 01/07/25 (paid) | £ | 780.51 |  |  |
|  | Matched funding for Multi-Purpose Games Area at the MAC (paid) | £ | 20,000.00 |  |  |
|  | IT support July 2025 | £ | 54.86 |  |  |
|  | Service seasonal litter bins 16/06/25 - 30/06/25 | £ | 371.52 |  |  |
|  | Service bottle bank 16/06/25 | £ | 204.00 |  |  |
|  | Office costs | £ | 19.62 |  |  |
|  | Meeting room hire 09/07/25 | £ | 10.00 |  |  |
|  | June 2025 staff costs | £ | 1,854.12 |  |  |
|  | Operate Valley Rd PC July 2025 | £ | 1,457.97 |  |  |
|  | Operate West Wharf PC July 2025 | £ | 1,432.88 |  |  |
|  | TOTAL | £ | 35,130.59 |  |  |
|  |  |  |  |  |  |
| Accounts | Amount available to spend as of last meeting | £ | 150,318.77 |  |  |
|  | Expenditure last month | £ | 10,679.69 |  |  |
|  | plus VE Day 80 costs | £ | 107.66 |  |  |
|  | Meeting room hire | £ | 84.70 |  |  |
|  | Seasonal litter bins | £ | 185.76 |  |  |
|  | Councillor training | £ | 30.00 |  |  |
|  | Bank charges | £ | 14.40 |  |  |
|  | West Wharf PC cardreader receipts (net) | £ | 468.42 |  | Received |
|  | Bank interest | £ | 875.37 |  | Received |
|  | Uncleared cheques | £ | 121.00 |  |  |
|  | Money in bank | £ | 140,681.35 |  |  |
|  | Available to spend | £ | 140,560.35 |  |  |
|  | Bank Statements (30/06/2025) |  |  |  |  |
|  | Current Account |  |  | £ | 7,473.20 |
|  | Deposit Account |  |  | £ | 133,208.15 |
|  | TOTAL |  |  | £ | 140,681.35 |

Proposed By Cllr. Barham, Seconded by Cllr. Prynn that the monthly finances be approved and the bills paid. Carried.

12. Proposed by Cllr. Prynn, Seconded by Cllr. Gann that the 2025/26 budget be amended to add £1,300 expenditure for defibrillator maintenance under powers granted by the Public Health Act 1936 s 234. Carried.

13. Proposed by Cllr. Prynn, Seconded by Cllr. Shephard that the 2025/26 Q1 Statement of Accounts be accepted.

Carried.

14. Devolution Working Group.

14a. Proposed by Cllr. Morgan, Seconded by Cllr. Whatty that the specific areas of responsibility in the draft Terms of Reference (ToR) for the Devolution Working Group should include a requirement that the Group should liaise with the Asset Working Group to ensure that risk assessments are carried out for all assets before they are taken on by the Council, and that the ToR are accepted on that basis. Carried.

14b. Cllr. Collins reported that a meeting with Cornwall Council’s devolution team would be taking place soon, that advice would be sought from neighbouring Councils, and that quotes for solicitor’s fees were being considered.

15. Public Toilets.

15a. To receive a report from the Public Toilets Working Group.

Following receipt of Gary Farr’s report on vandalism and anti-social behaviour in the public toilets during Feast Week, it was agreed that his report should be forwarded to the police, along with any photographs taken. Cllr. Barham asked for it to be minuted that Gary should be told not to put himself in harm’s way while carrying out his contracted duties. The Working Group will meet to discuss the issues and consider what can be done to avoid repetition in future, and will also consider the deployment of CCTV. Quotes for providing security during Feast Week would be requested. Healthmatic have been asked to visit to fix the Ladies’ door handle (again).

15b. Proposed by Cllr. Barham, Seconded by Cllr. Gann that retrospective approval be given for the spend of £250 to cover the additional costs of consumables during the peak period. Carried.

16. Housing Working Group.

16a. To agree the Terms of Reference for the Housing Working Group. Amendments to the draft ToR were agreed, and the amended version will be presented next month for approval.

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

16b. To receive a report from the Housing Working Group. Cllr. Gann had nothing to report this month.

16c. To receive a report on the 25 June meeting with Ocean Housing at Wesley Court. The Chairman reported that he and Cllr. Prynn had met with Ocean Housing’s MD and Property Services Supervisor on site at Wesley Court to discuss the quality of the recent works carried out, and had asked for several issues to be resolved.

17. Cllr. Burdett presented a report from the Climate Action Working Group, including the following:

Cornwall Climate Care films. A screening on 10 July at the MAC of films about clean energy, fresh water pollution and flooding was followed by a panel discussion with Luci Isaacson (Climate Vision), Zoë Smith (Westcountry Rivers Trust) and Nick Taylor and Jeremy Roberts (Three Bays Wildlife). A poster has been produced for display in the museum and pubs showing the climate films with a QR code to provide further information.

Three Bays Wildlife (3BW). Collaboration is underway on two projects: steps to promote nature recovery in the parish’s green spaces, and recording bird species around the harbour.

18. Cllr. Shephard reported that a risk assessment will be carried out on the Market Square phone box once the transfer from BT has completed.

19. Cllr. Gann reported no issues with the seasonal litter bins.

20. Proposed by Cllr. Prynn, Seconded by Cllr. Gann that retrospective approval be given for the spend of £503.34 on spare / replacement components for the defibrillator at Boots the Chemist. Carried.

21. Proposed by Cllr. Gann, Seconded by Cllr. Barham that a grant of £1,200 be awarded to Mevagissey FC to cover pitch cutting during the year 2025/26, as authorised by LGA [Misc. Provisions] 1976 s 19. Carried.

22. To receive an update on anti-social issues in the Wesley Court area previously raised (Cllr. Williams).

Cllr. Williams was absent. Deferred to next meeting.

23. Proposed by Cllr. Gann, Seconded by Cllr. Prynn that a Working Group be formed, comprising Cllrs. Gann, Prynn, Whatty and Burdett, to investigate better use of technology to improve access by members to historic documents while maintaining compliance with the Council's document retention policy, and to make recommendations to the Council for consideration. Carried.

24. Proposal that the Chairs of all Working Groups should send their monthly reports to the Clerk before the agenda cut-off so they can be included in the supplementary papers (ie briefing packs); and that at the meeting they should be taken as read (Cllr. Barham). Following discussion, this was not pursued, but it was agreed that any written reports received in advance of the meeting would be circulated and taken as read.

25. To consider how the Council can provide support to the Harbour Trust and its objectives (Cllr. Gann).

Proposed by Cllr. Barham, Seconded by Cllr. Prynn that Cllr. Gann would obtain quotes for the provision of brown tourist signs highlighting the harbour. Carried.

26. Proposed by Cllr. Prynn, Seconded by Cllr. Morgan that Standing Order 3(w) be suspended to permit the meeting to continue beyond 3 hours. Carried.

27. To consider a grant application from the Mevagissey and District Museum for the sum of £3,432 towards the estimated cost of £4,427 for the refurbishment and updating of the museum’s interior, payable under the provisions of the Local Government Act 1972 s 137.

Proposed by Cllr. Morgan, Seconded by Cllr. Shephard that given the lateness of the evening, this be deferred to the next meeting. Carried.

28. Planning and Enforcement.

28a. Planning decisions (for information).

PA25/03769 : Proposed extensions (including balcony) and internal alterations. Hillside House 144 Portmellon Park.

APPROVED

PA25/03461 : Removal of existing external timber staircase and construction of new steel staircase. The Sail Loft West Wharf APPROVED

PA25/03462 : Listed Building Consent: Removal of existing external timber staircase & construction of new steel staircase. The Sail Loft West Wharf APPROVED

PA25/03236 : Change of Use from Hobby Room to Dwelling. Krowji Trevarth Mevagissey.

APPROVED WITH CONDITIONS including principal residence restriction.

APPEAL DECISION. PA24/07140 : Change of use of annexe to a separate dwelling. Kerryanna Valley Road.

Appeal allowed subject to conditions incl. principal residence requirement and removal of permitted development rights.

28b. Other planning matters.

Appeal APP/D0840/C/25/3364019 : Appeal against enforcement notice EN24/00100 : Construction of a timber, concrete and gravel raised platform and solar panel array. Land South Of No 2 Battery Terrace Mevagissey.

A representation to the Planning Inspectorate had been made (for information only).

PA24/06984 : Listed building consent for retrospective repairs and renewals, internal alterations, painting of exterior and re-roofing. 22 Fore Street. APPEAL AGAINST REFUSAL. All representations must be received by 31 July 2025.

Proposed by Cllr. Barham, Seconded by Cllr. Prynn that a representation will be made (Cllr. Gann to draft).

Carried.

28c. There was no change to the status of current planning enforcement cases.

29. The meeting ended at 10.05 pm. Date of next meeting: 21 August 2025.

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