MEVAGISSEY PARISH COUNCIL

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

On Thursday 21 August 2025 at 7pm

Present Cllrs. M Roberts (Chairman), M Facey (Vice-Chairman), G Barham, L Burdett, J Morgan (arr. 7.15 pm),

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

In Attendance Cllr. J Mustoe (Ward Member), P Howson (Clerk to the Council), 1 member of the public.

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*UNRATIFIED UNLESS SIGNED*

1. Chairman’s opening remarks.

Thanks were expressed to Cllr. Facey and all those who had worked to make the VJ Day 80 commemoration such a success.

Following a complaint from the Tree Warden that he had contacted members and received no response, members were asked to consider setting up Auto Reply if they are away.

2. Apologies for absence had been received from Cllrs. J Gann, K Prynn and B Collins. Cllr J Morgan would be arriving late.

3. There were no Declarations of Interest or Gifts.

4. To fill the casual vacancy by co-option. The prospective candidate was not present, but arrived later in the meeting.

5. Public participation. Didge Allen, a Trustee of the Mevagissey and District Museum, spoke on agenda item 18 (grant application). Following the completion of the external refurbishment, comprising a new roof and visitor entrance, they were now preparing for internal refurbishment, starting with a new heating system. This would assist with the preservation of vulnerable exhibits and improve the visitor experience during the winter months, but funding was required and she asked the Council to support their grant application.

6. Proposed by Cllr. Facey, Seconded by Cllr. Shephard that agenda item 18 be brought forward to follow agenda item 8 (monthly finances). Carried.

7. Proposed by Cllr. Barham, Seconded by Cllr. Simpson that the minutes of the meeting held on 17 July 2025 should be accepted after minute #28b was corrected to show that the proposal had been Seconded by Cllr. Prynn. Carried.

The Chairman altered the minutes and signed them as a true and accurate record of the meeting.

[Cllr. Morgan arrived at this point.]

8. The Clerk reported that:

* + Highways have clarified the diversion route for the 29/0925 – 04/10/25 road closure mentioned in his July report. It will be possible to exit the village via Chapel Square and School Hill, but the advertised diversion is via Gorran to minimise the extra traffic burden on what they called ‘unclassified’ roads;
  + The transfer of the Market Square phone box from BT to the Council has completed, and a sign displayed to that effect;
  + Cornwall Council (CC) reported that street lighting in the parish would be turned off between the hours of midnight and 5am from 04/08/25 to reduce light pollution and help meet the Council's ambition to become Carbon Neutral by 2030. Excluded are street lights on Old Road, School Hill, Church Street, Fore Street, Polkirt Hill, Portmellon Road, and Bodrugan Hill;
  + Ocean Housing has been approached by the owners of Andalusia, Cliff Street (by the row of garages) to sell to them the strip of land where there is currently off-street parking. Their intention is to extend their front garden to plant screening to provide privacy from the garages and the parked cars;
  + Ocean Housing has suggested a meeting with the Council to discuss a possible joint scheme with a community land trust, who might develop, say, four plots. The Ward Member is arranging this.

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

10. To approve the monthly finances.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Bills to Pay | Meeting room hire 11/06/25 (paid) | £ | 16.00 |  |  |
|  | Repair to West Wharf PC door handle in July (paid) | £ | 330.00 |  |  |
|  | Councillor training (paid) | £ | 30.00 |  |  |
|  | Attendants at West Wharf PC 27/07/25 - 02/08/25 (paid) | £ | 439.56 |  |  |
|  | Attendants at West Wharf PC 03/08/25 - 09/08/25 (paid) | £ | 439.56 |  |  |
|  | Valley Road PC electricity 02/07/25 - 01/08/25 (paid) | £ | 43.69 |  |  |
|  | West Wharf PC electricity 02/07/25 - 01/08/25 (paid) | £ | 52.55 |  |  |
|  | Second cut of coast path (paid) | £ | 486.66 |  |  |
|  | Attendants at West Wharf PC 10/08/25 - 16/08/25 (paid) | £ | 439.56 |  |  |
|  | Meeting room hire 13/08/25 (Housing Working Group) (paid) | £ | 22.14 |  |  |
|  | West Wharf PC water 03/06/25 - 01/08/25 (paid) | £ | 545.33 |  |  |
|  | Valley Road PC water 02/07/25 - 01/08/25 (paid) | £ | 948.22 |  |  |
|  | July 2025 staff costs | £ | 1,854.12 |  |  |
|  | Service bottle bank 15/07/25 | £ | 204.00 |  |  |
|  | IT support August 2025 | £ | 54.86 |  |  |
|  | Service seasonal litter bins 21/07/25 - 28/07/25 | £ | 185.76 |  |  |
|  | Operate Valley Rd PC August 2025 | £ | 1,457.97 |  |  |
|  | Operate West Wharf PC August 2025 | £ | 1,432.88 |  |  |
|  | West Wharf PC hygiene services 08/09/25 - 07/12/25 | £ | 397.23 |  |  |
|  | Service bottle bank 08/08/25 | £ | 204.00 |  |  |
|  | Office costs | £ | 33.55 |  |  |
|  | TOTAL | £ | 9,617.64 |  |  |
|  |  |  |  |  |  |
| Accounts | Amount available to spend as of last meeting | £ | 140,560.35 |  |  |
|  | Expenditure last month | £ | 35,130.59 |  |  |
|  | plus Attendants at West Wharf PC 13/07/25 - 19/07/25 | £ | 439.56 |  |  |
|  | Cornwall ALC Chief Executive retirement gift | £ | 10.00 |  |  |
|  | Seasonal litter bins | £ | 185.76 |  |  |
|  | Attendants at West Wharf PC 20/07/25 - 26/07/25 | £ | 439.56 |  |  |
|  | Payroll services 01/04/25 - 30/09/25 | £ | 72.00 |  |  |
|  | Mevagissey FC grant for 2025/26 pitch cutting | £ | 1,200.00 |  |  |
|  | Supply and fit door lock and handles at West Wharf PC | £ | 323.75 |  |  |
|  | Bank charges | £ | 9.60 |  |  |
|  | West Wharf PC cardreader receipts (net) | £ | 624.19 |  | Received |
|  | Refund for defibrillator battery | £ | 294.00 |  | Received |
|  | Uncleared cheques | £ | 1.00 |  |  |
|  | Money in bank | £ | 103,668.72 |  |  |
|  | Available to spend | £ | 103,667.72 |  |  |
|  | Bank Statements (31/07/2025) |  |  |  |  |
|  | Current Account |  |  | £ | 142.38 |
|  | Deposit Account |  |  | £ | 103,526.34 |
|  | TOTAL |  |  | £ | 103,668.72 |

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

11. 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 (deferred from last meeting).

Cllr. Morgan declared an interest and withdrew from the meeting for this item.

Proposed by Cllr. Facey, Seconded by Cllr. Barham that the sum of £3,432, being the amount requested, be granted.

Carried.

12. Cllr. Collins’s report from the Devolution Working Group (WG) had been circulated and was taken as read.

13. Public Toilets.

13a. Cllr. Facey, commenting on the high water bills for Valley Road PC, said that there were no apparent leaks, but that it had been very busy; he will see how much it reduces in the winter. There were ongoing problems with the doors at West Wharf PC which will be investigated after the peak season. Income from West Wharf was slightly higher than this time last year.

13b. To consider the request from the organisers of ShantyFest that the West Wharf toilets be kept open to 11pm throughout the festival, starting on Thursday, 16 October. Cllr. Facey will ask GCF (the Council’s contractor) to liaise with the ShantyFest organisers and he will report the outcome at the next meeting.

Proposed by Cllr. Facey, Seconded by Cllr. Simpson that if agreement can be reached between GCF and ShantyFest to the satisfaction of the Public Toilets WG, then the approval of the Council should be taken as read. Carried.

14. The confidential notes of the 13th August meeting of the Housing WG had been circulated by Cllr. Gann and were taken as read. Proposed by Cllr. Barham, Seconded by Cllr. Whatty that the draft Terms of Reference (ToR) for the WG be amended to add to the Specific Areas of Responsibility: ‘Compile a working database of affordable / social housing in the parish – tenure, details of S106 or other restrictions’; and that the amended ToR be approved. Carried.

15. Cllr. Burdett said that there was nothing to report from the Climate Action WG, but noted his approval of the changes to street lighting (see the Clerk’s report above).

16. Cllr. Shephard reported that the Asset WG would be meeting at 6pm on 9th September in the conservatory of the MAC to discuss the refurbishment and future use of the redundant phone box in Market Square. The invitation was extended to all members. It was understood that Emma Hunkin had volunteered to curate the proposed book exchange in the phone box.

17. Cllr. Facey reported that SUEZ had not been leaving the same litter bins each time, and some were not lockable. He will flag this to Cllr. Gann for action.

18. Cllr. Whatty reported that the inaugural meeting of the Digital WG had been held and Cllr. Prynn elected as Group Chair. He said that the Group’s work required its members’ accounts, administered by Carlyon Systems, to be upgraded to MS Business Basic, at a cost of £20 each per annum.

Proposed by Cllr. Barham, Seconded by Cllr. Morgan that the required upgrades be authorised up to a total spend of £100 per annum. Carried.

19. Cllr. Williams provided an update on the previously reported anti-social behaviour in the Wesley Court area, following his site meeting with officers from Ocean Housing and the police. He summarised actions taken, but said that enforcement was hampered by the difficulties in obtaining evidence.

20. To receive an update on brown tourist signs highlighting the harbour (Cllr. Gann). Deferred to next meeting.

21. Cllr Shephard provided feedback from the Community Area Partnership (CAP) AGM, held on 23rd July. Most of the meeting was procedural. Cllr. Mustoe had been elected as Chair and Cllr. Bonetta (Pentewan Valley Parish Council) as Vice-Chair. Some working groups from last year had been dropped, and new ones created. The next meeting is on 22nd October.

22. To consider next steps following the meeting with the Harbour Trustees on 29 July. It was noted that the Trustees’ position remained unchanged since the meeting, ie their solicitor had advised that they should not engage in further discussion on the subject of public toilet provision on the harbour until the Council had informed CC that due to the site and condition of the West Wharf PC, it was looking for a more practical site on the harbour; and CC had in turn contacted the Trustees to inform them of the Parish Council’s decision; at which point the Trustees would be in a position to resume discussions on the subject. Cllr. Shephard said that this did not address what had been discussed at the meeting and overlooked the stated concerns of the Council, ie it risked the loss of the West Wharf block before an alternative site could be brought onstream. Cllr. Facey said there was no need to contact CC until a site had been identified, surveys carried out, and funding agreed; and there were several reasons why the whole idea might fall through. He would rather defer the whole idea for 10 years and focus on the required maintenance and refurbishment of West Wharf. Proposed by Cllr. Facey, Seconded by Cllr. Barham that Cornwall Council should not be contacted and the idea should not be pursued further; and the Trustees should be notified accordingly. Carried.

23. To consider alternatives to the Duchy’s proposal to remove and dispose of the metal boat ramp at Portmellon.

Proposed by Cllr. Barham, Seconded by Cllr. Shephard that residents should be invited to submit ideas and opinions on possible alternative solutions for consideration at the next meeting. Carried.

24. Any other business.

The Chairman drew attention to an email received from John Brown, CEO of the Cornwall Chamber of Commerce and also a Mevagissey resident and former member of this Council, highlighting an opportunity to include Mevagissey as a part of their Cruise Cornwall stand at this September’s Seatrade Europe event in Hamburg. It was agreed to add to the next agenda a proposal by Cllr. Facey that up to £750 be contributed to this initiative.

25. The prospective candidate for the casual vacancy on the Council had arrived during the course of the meeting.

Proposed by Cllr. Barham, Seconded by Cllr. Burdett that Patrick Kiing be co-opted to fill the casual vacancy.

Carried.

26. The Chairman ruled that the meeting should go into closed session to discuss an issue raised during the Housing WG’s recent meeting, following which a request was made to amend the minutes of the closed session held on 19/12/24. The Clerk advised that minutes, once ratified, could not be altered.

27. The meeting ended at 9pm. Date of next meeting: 18 September 2025.

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