



Minutes – Full Council

Minutes of the meeting held on Monday 14th October 2019 at 7pm in the Council Chamber, Chyanhale, Ponsmere Valley, Perranporth, TR6 0DB

Present: Cllrs Arthur (Chair), Boston, Bowers, Byfield, Davies, Gaisford, Hill, Higgins, Lawrence, Norrington, Rogers, Trevethan, White and Yeo

In attendance: Tatiana Cant (Parish Clerk), Linda Jones (Library Manager) and 2 members of the public

Public Participation – There were no comments from members of the public. Cllr Lawrence announced that the full amount of funding had been raised to enable her to install a defibrillator in her taxi.

Comments from Cornwall Councillors – Cllr Callan had given his apologies but had provided a report which was read out by the Clerk which stated that progress was being made regarding school provision for both primary and senior school places, and that further information would be provided when available.

Presentation from Perranporth Library

Linda Jones, Library Manager gave an informative presentation on the operation of the Library since it had been devolved from Cornwall Council. She had been in post since the beginning of July and the recent launch event had been a great success and attended by Sarah Newton MP and children's author Ellie Jackson. The public had been extremely supportive and asked many questions in relation to the new service post-devolution. Cornwall Council had been very helpful and there was a good relationship with the Cornwall Libraries team who were still monitoring the loan and footfall statistics. While working in partnership, the library now had considerably more freedom to make its space unique and exciting. Volunteers had helped all summer with the Summer Reading Challenge and a teenager who had experience working in a school library had started to volunteer on Saturday mornings and had generated many great ideas. The team of 3 staff was working well together. A Sandy Toes Story Time group was due to be launched. There was positive anticipation about the new library space in the new parish building and the school was looking forward to easier access to the library. The Home Library service was being promoted to support isolated individuals and a link was established with the newly appointed Community Navigator. Members thanked Linda for her report and the hard work of the team.

201/19/FC Apologies

Apologies had been received from Cornwall Cllr Callan.

202/19/FC Declarations of interest and dispensations granted

There were no declarations of interest and no dispensations had been granted.

203/19/FC Chairman's Report

The Chairman reported that the parish councillor vacancy had now been advertised, and that residents of the Penhallow ward had the opportunity to write to Cornwall Council to request an election. If this did not occur, the vacancy would be filled by co-option. There was also a vacancy on the Staffing Committee, and members were asked to submit their names to the Clerk by Friday 18th October if they wished to be considered for co-option by that committee.

204/19/FC Approval of minutes of the last Parish Council meetings: Monday 9th September 2019

The minutes of the last Full Council meeting on Monday 9th September were agreed and signed by the Chairman as a true and accurate record of the meeting.

205/19/FC Action List

Members noted updates to the Action List. There were no outstanding items.

The Clerk confirmed that she was in the process of setting up a meeting with the relevant Cornwall Council officers to discuss parking and enforcement. The police liaison group would also be inviting a parking expert to their next meeting.

The Clerk also provided an update on the Community Governance Review process; the Parish Council response to Cubert's proposal to change the boundary had been submitted, the fact-finding phase had been completed and Cornwall Council would now consider all the proposals carefully and continue with the consultation process before any decisions were taken.

206/19/FC Updates from Committees

All committee meeting minutes were routinely uploaded to the web site.

Finance & Operations Committee. The meeting had been productive and it had been agreed to end the charged parking at Droskyn at the end of October. It had not been possible to agree the appointment of an archivist to organise the council's record keeping and storage, and this item had therefore been brought forward to this Full Council meeting.

Public Spaces Committee. Discussions had focused on producing a brief for the Inner Green works, Cligga encampments and refurbishment of noticeboards. A request from the RNLI for further funding to provide additional cover would be discussed at the next committee meeting.

Services Committee. All the services were operating smoothly and the new in-house street cleaning arrangements were working very well. The Clerk would check that the Droskyn toilets would remain open for the October half term.

207/19/FC Reports from members attending meetings of outside bodies

Flood Forum. Cllrs Bowers and Gaisford had attended a meeting relating to flood warden training and organising volunteers. A follow-up meeting was scheduled for that week.

208/19/FC Management and storage of council records

Members considered a written report explaining the need to manage the council's records effectively, catalogue and arrange for safe storage of historic documents at Kresen Kernow. Members expressed their concern about the current vulnerability of the documents and AGREED to employ a qualified and experienced archivist to organise the council's records at the rate of £25/hour for 4 hours/week subject to a review after 4-6 weeks.

209/19/FC Response to consultation on 5G installation

Members discussed the issue of 5G installation in detail and expressed concern relating to the potential removal of considerable amounts of urban greenery and health concerns. Members AGREED to respond to object to the installation and express serious concerns.

210/19/FC Grant application request

A request had been received for a grant for £1,500 to support the Loudest Shout event which takes place in the Spring. Members felt that this should be funded by the establishments which were hosting the event and that it would not be appropriate for the Parish Council to contribute financially to this event.

211/19/FC Update on Skate Park

Cllr Byfield provided an update on the work undertaken since the last presentation to Full Council. Further survey work and ground viability exercises had been undertaken. These had brought to light some complications in the topography regarding services and drainage which had necessitated the relocation of the bowl feature from the originally intended site. Meetings had taken place with immediate neighbours: owners of the Texaco garage property and Ramoth Way residents to explain that the optimal location of the sites had now been established. Members felt it was important to proceed with plans with no further delay although it was recognised that further consultation with local residents was desirable. It was AGREED to proceed with the preparation of a planning application for the Ponsmere site and to simultaneously arrange a meeting of the Bolenna Park Action Group to approve the renewal of the application for planning permission at Bolenna Park.

212/19/FC Adoption of Policies

Members AGREED to ratify and adopt the following policies:

- i. Code of Conduct
- ii. Financial Regulations
- iii. Annual Investment Policy
- iv. Internal Control Policy & Procedure
- v. Financial Risk Management Policy
- vi. General Risk Policy
- vii. Data Protection Privacy Notice
- viii. Data Protection Policy
- ix. Transparency Policy
- x. Publication Scheme
- xi. Volunteer Policy

213/19/FC Risk Assessment 2019

Members AGREED the Risk Assessment document as prepared by the Clerk. A separate risk assessment would be prepared for the beach.

214/19/FC Management Accounts and Bank Reconciliation for September

Members NOTED the management accounts and bank reconciliation for September. Members expressed their thanks to the Clerk and Finance Officer for producing useful and thorough reports.

215/19/FC Requests for permission for events on Parish Council land

An application for a fireworks event at the Seiners on 8th November had already been approved. The Surf Lifesaving Club had requested an event on the beach on 6th November and all the relevant documentation had been received with the exception of the insurance which was due to be renewed that week. Members AGREED to approve the request subject to the scrutiny of the plans by the Clerk.

216/19/FC Items of Correspondence

There were no items of correspondence.

217/19/FC Date of the Next Meeting

Members noted that the next meeting would take place on Monday 11th November 2019.

There being no further business the Chairman closed the meeting at 21.18 hours