



Minutes – Finance & Operations Committee

Minutes of the meeting held on Monday 6th January 2020 at 7pm in the Council Chamber, Chyanhale, Ponsmere Valley, Perranporth, TR6 0DB

Present: Cllrs Byfield (Chair), Arthur, Bowers, Higgins, Hill, Trevethan, White and Yeo

In attendance: Tatiana Cant (Parish Clerk), Rebecca Harrod (Finance Officer), Cllrs Boston and Rogers

Public Participation

There were no comments from the public.

001/20/F&O Apologies

No apologies had been received.

002/20/F&O Declarations of interest and dispensations granted

Cllr Arthur declared an interest in the item relating to a grant for the Rugby Club.

003/20/F&O Minutes of Committee meetings

Members agreed the minutes of the Committee meeting held on 2nd December subject to minor amendments and these were signed as a true and accurate record.

004/20/F&O Action List Update

Members noted updates to the Action List.

077/19/F&O - It was noted that the collection of outstanding insurance payments was outstanding and overdue and should be finalised by the end of March.

005/20/F&O Management Report on the Library

The Clerk reported that the library continued to operate smoothly. Members received the latest statistics on library activities and noted the increased footfall. Members expressed their thanks to the library team.

006/20/F&O Civic Building Update

Further ideas on the design of the new building had been presented at the latest project team meeting. Public consultation events had been scheduled for Wednesday 22nd and Saturday 25th January. It was expected that this would be a meaningful consultation with a useful opportunity for local residents to provide feedback on the proposed use of the building and respond to the different versions of external style. There would also be an opportunity for members to attend a briefing update in a closed session at 8.30pm on Monday 20th January for a preview of the consultation materials and to ask questions. Asbestos removal would take place on Tuesday 21st January.

007/20/F&O Draft Council Budget for 2020 / 2021

Members considered the draft budget and thanked the Finance Officer and Clerk for the thorough and detailed work which was a considerable improvement on documentation prepared in previous years. Members were satisfied with the proposed budgets for all committees subject to minor adjustments. There was no requirement for a significant increase in the budget, and members debated the optimal overall percentage increase which would ensure that the Council was

able to complete the activities and projects anticipated without imposing an undue burden on the local taxpayer. It was AGREED to recommend that Full Council consider the following options: an increase of 0%, 1% or 2%.

008/20/F&O Ear-marked Reserves

Ear-marked reserves would be agreed at the Full Council meeting.

009/20/F&O Parish Council Archiving

Members received an update report from the Archivist who had made good progress with understanding and organizing the Council's historical documents. The Clerk reported that the estimated time still required to complete the exercise was likely to be 38 days (4 hours/day) and it was AGREED by members to proceed on this basis.

010/20/F&O Four Burrows Solar Farm Community Fund income

Members noted that the Council's agreement stated that funds received from the Four Burrows Solar installation were to be allocated to an appropriate project at least every 3 years. This had not taken place over the last 5 years and the total accumulated sum including this year was £8,954.10. It was now a matter of urgency if the funds were to be retained. It was AGREED to allocate £5855.44 of these funds to cover the costs of the new noticeboards planned for the beach which would contain information on Plastic Free Perranporth and promote positive environmental activity.

011/20/F&O Grant Applications

i. Rugby Club - £1,284

It was agreed to grant the Rugby Club 50% of the funds applied for, ie £642.

ii. St Piran's Trust - £7,000

It was agreed that further information was required regarding the long term aims of the group to ensure sustainability of the project. Any application received would be subject to the completion of a grant application form.

012/20/F&O Slous Cliff Top café

Members AGREED to put in place an agreement with Slous Cliff Top Café for a new 3-year agreement from 2020 and to draw up a professional licence establishing the current rent for the 3-year period.

ACTION: Draw up a licence for Slous Cliff Top Café – *Simon Dowling*

013/20/F&O Items of correspondence from the Clerk

It had come to the attention of the office that the parking machines at Droskyn car park had not been turned off after the end of the season and that some people were still paying to park. An email received from Alliance Parking on 3 January stated that these should have been switched off and that this would be carried out without delay. Members requested that the office ensured that all monies were recorded and passed to the Council.

014/20/F&O Date of the Next Meeting

The date of the next meeting was noted: Monday 3rd February 2020.

There being no further business the Chairman closed the meeting at 21.28 hrs

Signed

Date: 3rd February 2020