



## Minutes – Finance & Operations Committee

### Minutes of the meeting held on Monday 24<sup>th</sup> August 2020 at 7pm. This was an online virtual meeting.

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

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

#### **Public Participation**

There were no comments from the public.

#### **050/20/F&O Apologies**

There were no apologies.

#### **051/20/F&O Declarations of interest and dispensations granted**

Cllr Arthur declared an interest in the item relating to rents (Rugby Club) and Cllrs Bowers and Byfield (Football Club).

#### **052/20/F&O Strategy for managing deferred rents**

Members considered options for managing rent collection on properties which had in most cases been deferred for 6 months due to the pandemic. Members discussed the circumstances for each property and concluded that some had continued to trade without ill effect and most were eligible for government grant support. It was therefore considered to be fair and reasonable to ask all tenants to pay the outstanding amounts by the end of September and this was AGREED. A letter to this effect to be sent to all tenants.

**ACTION:** Draft letter to all tenants requiring payment of outstanding monies to be paid by the end of September. Clerk to agree before sending – *Simon Dowling*

It was further AGREED to allow Slous Clifftop Café to continue trading this year until the end of November if they so wished.

#### **053/20/F&O Accommodation for Christmas Lights Store**

The Christmas Lights team urgently needed a space to undertake repairs and make preparations for this winter. Several suggestions were made and it was AGREED to offer them either 8 Boscawen Road or Unit 5, Cligga which was soon to be vacated.

**ACTION:** Show the Christmas Lights team the premises at 8 Boscawen Road and Unit 5, Cligga for them to choose the appropriate site – *Cllr Bowers and Clerk*

*[Cllr Lawrence left the meeting]*

#### **054/20/F&O Car Park Management Arrangements**

The Finance Officer reported that signage would be installed later that week and the new system would then be operational.

*[Simon Dowling left the meeting]*

**055/20/F&O Damaged shed, Goonhavern**

The Finance Officer reported that a resident’s shed had been damaged by a fallen branch from one of the leylandii trees at Goonhavern Park before they were felled. The large shed was very old and rotten explaining the damage when the branch fell. Members noted that this matter was in the hands of the insurers and the resident had been advised to contact his insurance company.

*[Rebecca Harrod left the meeting]*

**056/20/F&O Minutes of the Committee meeting held on 2<sup>nd</sup> March 2020**

The minutes of the Committee meeting held on 2<sup>nd</sup> March 2020 were accepted as a true and accurate record.

**057/20/F&O Action List Update**

Members noted updates to the Action List.

**058/20/F&O Management Report on the Library**

The Clerk reported that the library was operating well under the Phase 1 ‘click-and-collect’ arrangements. It was hoped to implement Phase 2 soon which would allow the public to enter the library to browse on a restricted basis. The Library Manager had been unwell, had tested negative for Covid-19 and had now returned to work. Electrical works commissioned by Cornwall Council would be undertaken in the following few weeks.

**059/20/F&O Update on 8 Boscawen Road project**

There had not been any recent progress. A project team meeting with the architect was scheduled for the following day.

**060/20/F&O Items of correspondence from the Clerk**

None

**061/20/F&O Date of the Next Meeting**

The date of the next meeting was noted: Monday 14<sup>th</sup> September 2020.

There being no further business the Chairman closed the meeting at 20.20 hrs.

Signed .....

Date: 14<sup>th</sup> September 2020