



## Minutes – Finance & Operations Committee

### Minutes of the meeting held at 7pm on Monday 6<sup>th</sup> February 2023 at the Parish Council Offices, Chyanhale, Ponsmere Valley, Perranporth, TR6 0DB

**Present:** Cllrs Byfield (Chair), Arthur, Bowers, Gaisford, Pentecost. White and Yeo

**In attendance:** Susan Brooks (Clerking the meeting), and Cllrs Rogers and Wyn Jones

#### **Public Participation**

There were no members of the public present.

#### **001/23/F&O Apologies**

Apologies were received from Cllr Higgins who had a personal commitment and the reasons were accepted by members.

#### **002/23/F&O Declarations of Interest and Dispensations Granted**

Cllr Arthur declared an interest in the Rugby Club Car Park and took no part in the discussion. No dispensations had been granted.

#### **003/23/F&O Minutes of the Last Meeting**

Members approved the minutes of the last meeting on 5<sup>th</sup> December 2022 as a true and accurate record. The Action List was also noted.

#### **004/23/F&O Car Park Update**

The income from car parking at the Rugby Club site was noted by members: £1,670.20.

It was noted that the grass was in poor condition in some areas of Droskyn car park and that new topsoil and re-seeding was required before Easter. It was AGREED that the Handyperson would be asked to assess the work required, source new topsoil from Trevals and carry out the necessary remedial works. It was also agreed that areas could be roped off, if required, to allow the grass seed to grow. Cllrs Byfield and Bowers would approve costs when a quote was received.

It was noted that some potholes had been reported in the car park at Goonhavern and it was AGREED that the Handyperson would be asked to assess the car park surface to see if he could carry out the necessary repairs or if a contractor would be required.

**Actions: Reseed Droskyn car park as required, assess pot holes in Goonhavern – Handyperson**

#### **005/23/F&O Library Report**

Members discussed the report provided by the Library Manager and commented that it was an excellent and comprehensive report. Members requested that their thanks be passed on to the Library Manager for all her hard work and it was noted that borrowing figures had increased significantly. It was AGREED that the Library report and list of themes for 2023 would be circulated to all Councillors and that the Library report would be put on the Parish Council website and Facebook page to celebrate the 5<sup>th</sup> year since the Parish Council took over the running of the Library.

**Action: Circulate Library Report and publish on website and Facebook – Admin Officer**

### **006/23/F&O Additional Containers at Cligga**

Members discussed the request for new containers to be sited at Cligga Industrial Estate at a cost of £3285.00 each + £120.00 delivery and it was AGREED that, whilst members did not want to hold up progress by waiting for a full strategy report for Cligga, further information was required before a decision could be made. It was requested that the Finance Officer provide more detail and that consideration should be given to the following: number of containers, infrastructure required, what restrictions on use would need to be imposed, visual amenity, proposals for tidying up the area, security, increased traffic, outlay, rental income generated, a map of where the containers would be sited and how the land should be managed going forward.

**Action: Provide further information on requirements for siting additional containers at Cligga – Finance Officer**

### **007/23/F&O EPCs for Sports Club Buildings**

Members reviewed the information available and, following a discussion, it was AGREED that the EPC's would not be carried out on the Sports Clubs yet. It was requested that more clarity be provided by Chris Waters in terms of ownership of the following buildings: Football Club, Tennis Club, Rugby Club and Surf Club and that Chris Waters should contact Simon Dowling to review the leases in order to clarify the correct interpretation of the ownership.

**Action: Establish clarity on ownership of sports club buildings re EPCs – Clerk, Property Manager**

### **008/23/F&O Inspection of Mining Chimney**

In response to concerns relating to the condition of the mining chimney at Ponsmere Valley, quotes from Structural Engineering Companies had been sought. A quote had been received from Ian Harban Consulting Engineers to carry out an inspection of the chimney and provide a report and it was AGREED that the quote of £1350.00 + VAT would be accepted and that the inspection should go ahead. Councillor Bowers suggested that an interpretation board be produced detailing the history of the chimney.

**Actions: Commission inspection of chimney – Admin Officer**

**Prepare proposal for chimney interpretation board – Cllr Bowers**

### **009/23/F&O Grant Applications**

Members considered the following grant applications and decided to grant funds as follows:

- a. Bolingey Christmas Lights - £500.00.
- b. Memorial Hall - £2500.00 towards new cladding for the back of the Memorial Hall and removal of a redundant chimney.
- c. Cornwall Wildlife Trust - £5000.00 towards a replacement boardwalk (suitable for wheelchairs and buggies) and fencing for Nansmellyn Marsh in Perranporth.
- d. Imagine If – It was AGREED that the Parish Council was not in a position to support the application as it stood, in light of the fact that it was a commercial company, but requested that an invitation to attend a meeting be extended in order to provide more information in relation to what benefits they could offer to the local community and to answer any further questions. It was also requested that further enquiries be made regarding the company.

### **010/23/F&O Update from Working Groups**

Highways: Cllr Bowers provided an update as follows:

- a. New roundabout markings and road markings had been painted outside the Co-op in Perranporth.
- b. The marking of yellow lines had been agreed and would be proceeding at Droskyn.
- c. Fencing by the footpath coming out of the Golf Club would be installed as well as red tarmac on the road to encourage traffic to slow down on Budnic Hill.

### **011/23/F&O Items of Correspondence from the Clerk**

Correspondence had been received as follows:

- a. Letter from Age Concern to request permission to install hard standing under the bench that they had purchased and installed on Parish Council land. It was AGREED that they could proceed.

- Action: Write to Age Concern to confirm permission to install hard standing under bench - Clerk**
- b. Email from the Bolenna Residence regarding costs for maintenance of the track at Bolenna. It was AGREED that Chris Waters should respond, as Property Manager, to clarify whose responsibility it is to maintain the lane.

**Action: Agree response to Bolenna Residence with Property Manager re track - Clerk**

**012/23/F&O Date of next meeting**

Members noted the date of the next scheduled meeting: Monday 6<sup>th</sup> March 2023.

**013/23/F&O Confidential Session**

Members AGREED to exclude members of the public and press due to the confidential nature of the items to be discussed.

CONFIDENTIAL SESSION

**014/23/F&O Heads of Terms for Police Office**

Members AGREED to the drafted Heads of Terms for the Police Office

**015/23/F&O Rent Review: Units 2,3,4 at Cligga**

Members AGREED to the proposed terms of the Rent Review for Units 2, 3 and 4 at Cligga.

**016/23/F&O Watering Hole Arrangements**

A written response from the Watering Hole was still awaited and it was AGREED that the Property Manager, Chris Waters, should chase the response as this was urgently required. It was reported that a meeting would be held on Thursday 9<sup>th</sup> February to discuss Tunes in the Dunes and consider issues including the provision of additional toilets and better signage for bus transport after the event.

There being no further business the Chairman closed the meeting at 8 45 p.m.

Signed .....

Date: 6<sup>th</sup> March 2023