



Minutes – Finance & Operations Committee

Minutes of the meeting held at 7pm on Monday 5th December 2022 at the Parish Council Offices, Chyanhale, Ponsmere Valley, Perranporth, TR6 0DB

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

In attendance: Tatiana Cant (Clerk), Rebecca Harrod (Finance Officer), Cllr Rogers

Public Participation

There were no members of the public present.

096/22/F&O Apologies

There were no apologies.

097/22/F&O Declarations of Interest and Dispensations Granted

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

098/22/F&O Minutes of the Last Meeting

Members approved the minutes of the last meeting on 7th November as a true and accurate record.

099/22/F&O Draft Budget 2023

Members considered the prepared draft budget and agreed to make some amendments. It was expected that income from the property portfolio would increase due to forthcoming rent reviews. After some discussion it was agreed that the precept increase should be 0%. The committee budgets would be considered at the relevant December meetings before final Full Council approval.

100/22/F&O Car Park Enforcement Arrangements

Cornwall Council had confirmed that they were not in a position to increase the number of weekly enforcement patrols and could not provide a dedicated officer funded by the parish council. Alternative options for enforcement had been explored but it remained impossible to use another provider due to the terms of the Parking Order. An approach would be made to the Cornwall Council portfolio holder for advice.

101/22/F&O Update on 8 Boscawen Road

The Clerk confirmed that a meeting had taken place the previous week to consider the Prosperity Fund application form in detail and she would proceed with completing the information required and discuss again with members before submission.

102/22/F&O Response to Tennis Club

Members considered correspondence that had been received from the Tennis Club and a report from the Property Manager and discussed ownership of the access lane as well as current usage. It was AGREED with one against that costs for maintaining the lane should be split evenly between the Parish Council, the Tennis Club and Bolenna Court and to write to the other parties to explain the agreed position enclosing invoices for the portion of the costs.

103/22/F&O Report from Archivist

Members received a report from the Archivist and noted that the documents had now been analysed and catalogued. Some final stages were still needed including completing the index and handing over and explaining the storage system to office staff, and it was AGREED that this should go ahead and be completed within 3 months. The council expressed their appreciation for the professional work carried out and asked for a summary of the property portfolio to be provided as part of the handover.

104/22/F&O Street Light Group Recommendation

A summary was provided of responses from residents who had received letters in the proposed trial areas informing them of the intended lights switch-off for 3 months from January 2023. These were mainly in favour of the scheme in Rose and Callestick and it was recommended that the 'dark skies' trial project should proceed in these areas. Jubilee Terrace residents were not in favour and it was recommended not to proceed in this area. Members AGREED the group's recommendation and the work would be commissioned at the bulk discounted rate of no more than £3,420, and also that if street lights subsequently failed in other parts of the parish, they were not to be repaired at this stage.

105/22/F&O Parish Boundary Signs

Cllr Bowers proposed that parish boundary signs be installed on the main roads into the parish to provide a sense of identity for parishioners and clear information to visitors in a similar style to other parishes in Cornwall and elsewhere in the country. The Clerk would discuss with nearby councils and investigate options.

106/22/F&O Cornwall Council notification regarding pop-up sites

Members noted the tender application form and information received from Cornwall Council in relation to pop-up business activity sites at Wheal Leisure car park, and agreed to respond to underline the parish council's wish that any stalls sell quality, healthy food and adhere to plastic-free principles in keeping with the ethos of the parish and requirements of the parish council when inviting tenders for the Clifftop Café. They also wished to remind Cornwall Council of the importance of supporting local businesses selling similar products who were subject to business rates and therefore would find it harder to compete. The Clerk would respond accordingly.

107/22/F&O Policy Review

The Grants Policy was reviewed and approved with no amendment.

108/22/F&O Items of Correspondence from the Clerk

The Christmas Lights group had submitted a grants form in support of the of £5,000 contribution budgeted annually by the council. This would be ratified at Full Council.

109/22/F&O Date of next meeting

Members agreed not to have a committee meeting in January. Members therefore agreed the date of the following scheduled meeting: Monday 6th February 2023..

110/22/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

111/22/F&O Watering Hole Arrangements

The Watering Hole had submitted revised plans for their proposed development. After consideration it was agreed that the newly proposed plans extended the building beyond the existing footprint as the extended terrace would overhang the front of the building. Council wished to see another version of the plans with all works contained completely within the demised area.

112/22/F&O Bands in the Sands

Members noted a report received from the Property Manager and AGREED to respond to restate the initial terms offered.

113/22/F&O Tunes in the Dunes

Members received a report from the Property Manager and AGREED unanimously that arrangements for the 2023 events would comprise: £30,000 fee, no ticket percentage. The Watering Hole to cover: provision of temporary bins and toilets in Perranporth, the Property Manager's fees and legal fees for drawing up the agreement.

114/F&O Energy Performance Certificates

Members received a report from the Property Manager and AGREED to proceed with the lower fee (Mark Rees) for appointing an assessor.

115/22/F&O Handy Person Rate

Members AGREED unanimously to the proposed pay increase for the Handy Person to cover costs for an assistant.

There being no further business the Chairman closed the meeting at 9.20pm.

Signed

Date: 6th February 2023