



## Minutes – Finance & Operations Committee

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### Minutes of the meeting held at 7pm on Tuesday 2<sup>nd</sup> May 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:** Tatiana Cant (Clerk), Chris Waters (Property Manager), Cllr Rogers

#### **Public Participation**

There were no members of the public present.

#### **041/23/F&O Apologies**

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

#### **042/23/F&O Declarations of Interest and Dispensations Granted**

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

#### **043/23/F&O Minutes of the Last Meeting**

Members approved the minutes of the last meeting on 11<sup>th</sup> April as a true and accurate record.

#### **044/23/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**

#### **045/23/F&O Property**

The Property Manager provided clarification relating to the council's properties:

Unit 1: No issues to report

Unit 2,3 & 4: Members AGREED to license the additional parking area to the tenant to clearly establish dedicated parking for the tenant's use and on the understanding that professional costs for drawing up the licence be paid by the tenant. The full report relating to the septic tank was awaited.

Unit 5: No issues to report

Unit 6: The rent review had been completed. A follow-up meeting was being scheduled with the tenant to discuss potential development plans.

Unit 7: It had not been possible to establish the tenant's current circumstances.

Unit 8: No issues to report

Hangar: No updates to report.

Youth Hostel: Rent review due.

South West Water properties: Lease agreements to be sent to the Property Manager

Slous: Members AGREED the drafted Heads of Terms subject to some minor alterations and the lease would now be drawn up.

Potholes at the Rugby Club: It was AGREED to proceed with the quote received for £1,355 + VAT with a contribution of 25% from the Rugby Club.

Potholes at Cligga: Quotes had been received from one supplier regarding 2 options for managing the potholes at Cligga but it was not clear of the exact area covered. This would be clarified and 2 additional quotes sourced.

EPCs

- Rugby Club – not required
- Football Club – required. AGREED to use Wayne Lewis
- Tennis Club – requirement to conduct survey to be checked with assessor and if needed, to be carried out by Wayne Lewis
- Surf Life Saving Club – not required
- Youth Hostel – required. AGREED to use Wayne Lewis

EPCs on all other properties were in good order.

#### **046/23/F&O Watering Hole Arrangements**

Members noted that agreements for the events had not been finalised and AGREED the Heads of Terms. An events industry specific solicitor would be sought to draft the agreements.

Extension developments had been delayed while further architect's plans were being drawn up.

Movement of sand in order to set up the beach huts had caused difficulty as the council had not received advance notice. It was agreed in the future to include planning arrangements during the winter as part of the pre-season planning.

In view of the previous year's encroachments, it was agreed that the Property Manager should complete a survey visit of the premises the week prior to the Whitsun half term to ensure compliance with the lease is maintained.

#### **047/23/F&O End of Confidential Session**

Members AGREED to reopen the meeting to members of the public and press.

#### **048/23/F&O Car Park Update**

There were no concerns relating to the council's car parks. Reseeding of bare patches at Droskyn was in hand.

#### **049/23/F&O EV Tariff**

Members AGREED to set the tariff at £0.70 and review every 2 months.

#### **050/23/F&O Allotments**

Members agreed to defer discussion of this item to the next meeting of the Services committee.

#### **051/23/F&O Broken CCTV Camera**

Members AGREED to arrange for the CCTV camera which had been reported as beyond repair to be replaced at a cost of £1,859.

#### **052/23/F&O Update on 8 Boscawen Road**

A response was awaited from the Good Growth team regarding the application submitted.

#### **053/23/F&O Gabions at Summerhouse**

Members AGREED for the Deed of Easement held on file to be sent to the management company of the Dunes.

**054/23/F&O Update on Erosion of Sea Wall and Ramp**

Members noted that a loss adjuster had been appointed to the council to examine the claim and the Clerk was in the process of collating documentation as evidence and arranging a meeting to discuss.

**055/23/F&O Policy Review**

Members considered the Equal Opportunities Policy which was a more modern version of the policy previously held on file and AGREED to adopt this version.

**056/23/F&O Items of Correspondence from the Clerk**

No additional relevant correspondence had been received.

**057/23/F&O Date of next meeting**

Members noted the date of the next meeting: Tuesday 30<sup>th</sup> May.

There being no further business the Chairman closed the meeting at 9.16pm.

Signed .....

Date: 30<sup>th</sup> May 2023