



Minutes – Finance & Operations Committee

Minutes of the meeting held at 7pm on Monday 3rd July 2023 at the Parish Council Offices, Chyanhale, Ponsmere Valley, Perranporth, TR6 0DB

Present: Cllrs Arthur, Bowers, Byfield, Gaisford, Higgins, White and Yeo

In attendance: Tatiana Cant (Clerk), Cllr Rogers

Public Participation

There were no members of the public present.

073/23/F&O Apologies

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

074/23/F&O Declarations of Interest and Dispensations Granted

Cllr Arthur declared an interest in the agenda item relating to the RFC lease and would not vote. No dispensations had been granted.

075/23/F&O Minutes of the Last Meeting

Members approved the minutes of the last meeting on 30th May as a true and accurate record.

076/23/F&O Car Park Update

It was noted that quotes had been requested from security companies for emptying car park ticket machines. The Clerk reported that the last time the machines had been emptied, this had been undertaken by 2 members of staff and a councillor who had counted the money. Members expressed again their concern that this entire process should be managed by officers only and cash counted in the office, and instructed that this procedure be implemented with immediate effect.

077/23/F&O Mining Chimney Works

Members noted that a previous decision that the clerk administer the tender process was no longer possible due to her imminent departure from the council. It was AGREED to recommend to Full Council that Ian Harban be commissioned to prepare and manage the tender process as per quote of 17th May.

078/23/F&O Car Park Ticket Machines

The Clerk reported that the Finance Officer had requested quotes for reconditioned car park ticket machines but there were none currently available. Cllr Bowers would follow up and believed some might have been available on Ebay.

079/23/F&O Seiners Wall Update

The report from the Loss Adjuster had not yet been received. This would be chased.

080/23/F&O Grant Monitoring

Members noted the completed grant monitoring form received from the Goonhavern Brownies and the Guides. The organisations would be thanked for their submissions and cooperation in following the process.

081/23/F&O Adoption and Review of Policies

Members reviewed the policies and unanimously AGREED to approve them with no amendments:

- a) Internal Control Policy
- b) Noticeboard Policy

082/23/F&O Items of Correspondence from the Clerk

No additional relevant correspondence had been received.

083/23/F&O Date of next meeting

Members noted the date of the next meeting: Tuesday 31st July.

084/23/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

085/23/F&O Watering Hole Arrangements

Members noted a letter received from the Property Manager in relation to the Bands in the Sands event and that the set-up arrangements would be monitored more closely by him for the September event. It was agreed to ask the Property Manager to redraw a definitive map to provide a visual aid confirming arrangements that had been approved by the council. Members agreed a budget of £750 to conduct a survey to produce such a map. It was also suggested the geomarkers may be useful.

Cllr Byfield reported on a meeting held with the Property Manager, councillors, the Watering Hole and their architects which had resulted in the submission of revised plans. It was AGREED with 2 abstentions to approve the plans subject to a clause regarding potential tenants' improvements – to be advised by the Property Manager or solicitor.

086/23/F&O RFC Lease

Members discussed the RFC lease renewal and any implications for commissioning an EPC check, and noted that there were several leases running concurrently and that clarity was required. The Club's plans remained uncertain and were potentially linked to the future plans of the parish council offices which might move to the new community hub facility if the application for grant funding was successful. It was unanimously AGREED to await the result of the grant application and revisit the issue in September.

087/23/F&O Unit 6, Cligga

Cllr Bowers summarised the history relating to development works at Unit 6, Cligga and presented a quote for building works, explaining that other contractors had declined to quote. Cllr Arthur suggested an additional company which might be able to provide a quote and it was decided to consider exploring this option before making a final decision at Full Council.

088/23/F&O Slous Café Lease

Members considered the drafted lease and were content to sign subject to clarifying an error reference source and ensuring that the lease was not transferrable.

There being no further business the Chairman closed the meeting at 8.55pm.

Signed

Date: 31st July 2023