



Notice of Meeting – 2 October 2023

Finance & Operations Committee

To: All members of the Finance Committee: Cllrs Byfield (Chair), Arthur, Bowers, Gaisford, Higgins, White, Wyn-Jones and Yeo

You are hereby summoned to attend the next meeting of the Finance & Operations Committee, to be held at **7.00pm on Monday 2 October 2023** at the Parish Council Rooms, Chyanhale, Ponsmere Valley, Perranporth, TR6 0DB.

Please be aware that meetings may be audio recorded.

Amanda Lash
Parish Clerk
27 September 2023

Agenda

Public Participation

Members of the public are invited to comment on matters within the parish relevant to this committee.

- 1) To receive apologies and accept the reasons for any non-attendance.
- 2) To receive any declarations of interest on items on the agenda and note any dispensations granted.
- 3) To **receive** and **approve** the minutes of the Committee meeting held on Monday 4 September 2023.
- 4) To **note** items of correspondence from the Clerk and **receive** any updates on the last minutes.
- 5) To **receive** an update on car park ticket machines.
- 6) To **note** the monthly budget report for August 2023.
- 7) To **discuss** 24/24 F&O budget (initial discussion).
- 8) To **resolve** to instruct Steve Hudson to carry out Internal Audits at a cost of £800 per annum (for the financial years 23/24 - 25/26)
- 9) To **resolve** on instructing Fire Safety Cornwall Ltd to undertake a fire risk assessment at the Library at a cost of £225.
- 10) To **resolve** on instructing Relyon Guarding and Security Services for collection of car parking money at Droskyn Car Park at a cost of £17.50 per visit and agree further actions.
- 11) To **receive** update on car park money collection and **resolve** on further actions.
- 12) To **resolve** to instruct Paul Granville (Carlyon & Son) solicitors to register land at Saints Trail at a cost of £700 (to include Land Registry fee)
- 13) To **discuss** remedial works on the outside of the old bank (painting over graffiti, general clean) and **resolve** on further actions.
- 14) To **resolve** on a grant application for £200 from Pantomime in Perranporth Society (PIPS)
- 15) To **resolve** on returning the £5,000 bond for Bands in the Sands.
- 16) To **discuss** Bands in the Sands feedback and drone photos and **resolve** on further actions.
- 17) To **resolve** on a fee to the Watering Hole of £250 for the Women's World Cup Final event.
- 18) To **resolve** on approving dates for Tunes in the Dunes (14/15 June 2024) and Bands in the Sands (20/21 September 2024)

19)To **receive** advice from the Property Manager regarding the proposed larger extension to the Watering Hole premises, and **resolve** on recommendations for Full Council.

20)To **approve** the following policies:

- a) Communications and Media Policy
- b) Transparency Policy/Publication of Information Policy
- c) General Risk Policy
- d) Anti-bullying and Harassment Policies

21)**Public Bodies (Admission to Meetings) Act 1960**

To resolve that, in view of the confidential or special nature of the business about to be transacted, it is advisable that the press and public be excluded and instructed to withdraw during the discussions for the following items: property, leases.

22)To **receive** a report from the Property Manager and **resolve** on further actions.

- a) RFC Lease

23)To note the date of the next meeting: Monday 6 November 2023.