



Notice of Meeting

To: The Chairman and all members of the Parish Council. You are hereby summoned attend the next meeting of the Parish Council, to be held at **7pm on Monday 27 November 2023** in the Parish Council Chamber, Chyanhale, Ponsmere Valley, Perranporth, TR6 0DB. Press and public are invited to attend. Meetings are held in public and could be filmed or recorded by broadcasters, the media or members of the public.

Amanda Lash, CilCA
Parish Clerk
22 November 2023

Agenda

1. To **note** Councillors present.
2. To **receive** apologies for absence with reasons.
3. To **receive** any declarations of interest and approve dispensations.
4. **Public question time** (15 minutes allowed for this) – Jenny Blunden, Chief Executive, Truro and Penwith Academy Trust – Perranporth Secondary School update
5. To **receive** and **approve** the minutes of the previous meeting: 23 October 2023
6. To **receive Clerk's** report
Internal Audit. Recommendations being put in place. Interviews for Maintenance and Grounds Manager, and General Maintenance Assistant took place. Cleansing Agreement Meeting with Cornwall Council – information gathering exercise taking place ahead of further discussions with staff and Cornwall Council.
7. To **note** any reports from Cornwall Councillors
8. **Correspondence - none**
9. To **receive** an application for the office of Parish Councillor and to co-opt a candidate to fill the existing vacancy in the Perranporth Ward.
10. To **note** accounts and **approve** October payment schedule.
11. To **note** Draft Finance & Operations Minutes and clarify questions/agree recommendations below
 - (a) **Adopt** Financial Regulations 2023 (amendment to delegation of expenditure to Clerk to £500)
 - (b) **Resolve** to transfer £100k from Lloyds Bank to Redwood Account
 - (c) **Resolve** to transfer £100k from Lloyds Bank to Nationwide Account.
 - (d) **Resolve** to vire £20k from Wheal Leisure EMR funds to general reserves for staff appointments and Bolenna Toilets overbudget.
 - (e) **Resolve** on increases in car parking charges at Droskyn Car Park as recommended by F&O Committee.
12. To **note** the Draft Staffing Minutes 30 October 2023.
13. To **resolve** on the Clerk signing the Deed of Execution for land behind Unit 4, Perranporth Industrial Estate.
14. To **resolve** on the Terms of Reference for the Cligga Sub-Committee and associated actions.
15. To **note** the Draft Public Spaces & Services minutes and clarify questions/agree recommendations below:
 - (a) Purchase an electric van for grounds maintenance. Clerk and Finance Officer to meet with supplier(s) to see if any room for negotiation for price (£30,580). Further quotations to be secured.

- (b) Take out £10k from budget for 23/24 for allotments. Need to undertake consultation and business plan which will not be in the next financial year.
 - (c) Beach staff – Staffing to meet to discuss possible increase from 3 to 4.
 - (d) Tamblyn Way Steps – to use EMR to reduce increase in precept and to ensure delivery of projects underway/planned and achieve strategic objectives of PPC.
16. To **note** the Internal Auditor's report.
 17. To **note** the Q2 Internal Control report.
 18. To **note** October payment schedule.
 19. To **note** income and expenditure report to 31 October 2023.
 20. To **resolve** on percolation test at Cligga carried out by EAD Solutions at a cost of £1,575 plus VAT.
 21. To **resolve** on instructing John Grimes Partnership to carry out an assessment of the bund/buttress at Seiners Wall at a cost of £1,115 plus VAT.
 22. To **resolve** on purchasing 2 Flowbird ticket machines for Bolenna and Goonhavern Car Parks at a total cost of £3,000 plus VAT, plus installation/associated costs of £2,345 (total cost £5,345).
 23. To **discuss** and **resolve** on a request from the Perranporth Rugby Football Club for a loan of £250,000 to help part fund the new upstairs extension.
 24. To **discuss** the Watering Hole Phase 1 paperwork, and **resolve** on approving Phase 1 works, and any agree any further associated actions.
 25. To **receive** any reports/updates from Outside Bodies (CAP, Memorial Hall, Garden Charities)
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26. **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:**, staffing
 - (a) To **receive** a report from the Library Manager and **resolve** on recommendations for staffing and associated costs and further actions.
 - (b) To **resolve** on recommendation from Staffing Committee to promote Administration Officer to Assistant Clerk on SCP 21 with effect from 1 December 2023.
 - (c) To **resolve** on the appointment of the Maintenance and Grounds Manager, and General Maintenance Assistant with effect from 1 December 2023.
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27. To note date of next meeting: Monday 18 December 2023
 Items to be discussed: **Cleansing Agreement, Budget 24/25,**