



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 26 February 2024** 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
21 February 2024

Agenda

To **note** Councillors present.

1. To **receive** apologies for absence with reasons.
2. To **receive** any declarations of interest and approve dispensations.
3. **Public question time** (15 minutes allowed for this)
4. To **receive** and **approve** the minutes of the previous meeting: 8 January 2024 (attached)
5. To **receive** Clerk's report. Report back from Cligga percolation tests – options currently being discussed. Opening up works took place at Droskyn and Chyanhale. Again, options being discussed. Employee Handbook has been drafted and will be discussed at the next Staffing Committee. This includes various HR polity and procedure including a Training and Development Plan for Staff and Councillors which will be implemented in May. Applications for Library Assistant and Administration Officer received. Good amount of interest. Interviews for Library Assistant took place on 22 February. Administration Officer interviews 29 February. Budnic Hill works possibly delayed until later on in the year. Grounds Team currently covering whilst Parish Ranger off sick. Meeting with Library Manager to draft schedule for Wednesday openings. Met with Cornwall Mining Consultants, Duchy of Cornwall and Wardell-Armstrong at Cligga Head with staff and Cllr Boston to review report undertaken by Cornwall Mining Consultants. Currently reviewing actions required.
6. **Correspondence**
None.
7. To **note** any reports from Cornwall Councillors.
8. To **receive** any reports/updates from Outside Bodies (CAP, Memorial Hall, Garden Charities).
9. To **approve** payment schedule for January 2024.
10. To **note** January 2024 Income and Expenditure report.
11. To **note** the Q3 Internal Control Report and **resolve** on two councillors to undertake Q4 in April.
12. To **resolve** on the RNLI infill payment for 2024-25 at a cost of £13,791 plus VAT.
13. To **resolve** on the 2024-25 Surf Licence documentation including the community dispensation clause and licence fee.
14. To **resolve** on the Community Engagement Plan for the extension of library opening times.
15. To **resolve** on the insurance of 8 Boscawen Road at a cost of £1,603.
16. To **resolve** to pay £10,470 plus VAT to Simon Grant Builders to build a retaining wall with a stone face at Bolenna Toilets (current contractors carrying out Bolenna Toilet build).
17. To **resolve** on Planning Application: PA23/02391 Healey's Cyder Farm: Proposed construction of a solar farm with associated infrastructure, in line with Planning Terms of Reference.
18. To **discuss** the draft Consultation and **resolve** on a final draft and distribution of the consultation.

19. To **note** the first draft of the Strategic Plan for Managing PPC's Property Portfolio.
20. To **note** draft minutes of the 29 January Finance & Operations meeting and agree any further actions and expenditure.
(a) To **resolve** to sign the Off-Street Parking Service Level Agreement 2024-25.
21. To **note** draft minutes of 12 February Public Spaces & Services meeting.
22. To **note** the 12 February Planning Committee minutes.
23. To **note** decision of Planning Committee (objected): Planning Application: PA23/03373 Mr Paul Clark Legacy Properties: Development of 40 No dwellings, landscaping and associated infrastructure.
24. To **note** draft minutes of the 15 January and 12 February Cligga meetings and agree any recommendations.
(a) To instruct Stephens Scown solicitors as and when needed to serve notices on any unauthorised persons, owners of vehicles and boats and to assist in the removal of any vehicles/boats at a cost of £3,000.
25. **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: Contracts/Staffing
26. To **note** the Staffing Minutes 29 January and **resolve** on recommendations:
(a) To amend the Clerk's contract and increase by 2 SCPs (back dated to 11 September) to take into account CilCA qualification and First Aid previously omitted from the contract. Role to be benchmarked in September 2024 in line with CALC's Benchmarking Guide.
27. To **resolve** on appointment of the new Library Assistant.
28. To **discuss** the correspondence from AB Special Projects regarding the bund and ramp and **agree** further actions and associated costs.
29. To **discuss** the revised quotation for the extension of Unit 6 and **resolve** on further actions and associated costs.
30. To **discuss** the Youth Hostel lease following latest advice provided by the Property Manager and **resolve** on further actions and associated costs.
31. To **note** date of next Full Council Meeting: **Monday 25 March 2024**
Items to be discussed:

Street Wardens

CCTV

Ratify Administration Officer appointment