



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 25 March 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
20 March 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: 26 February 2024 (attached).
5. **Correspondence**
 - (a)NALC Legal Update – February 2024
 - (b)Clerks & Councils Direct publication (available in the office)
 - (c)Data and potential cost calculations for Council elections 2025 – Sarah Mason, CALC
6. To **receive** Clerk's report and **note** any matters arising from the previous minutes.
7. To **note** any reports from Cornwall Councillors.
8. To **receive** any reports/updates from Outside Bodies (CAP, Memorial Hall, Garden Charities).
9. To **note** the resignation of Cllr Sam Boston (final meeting 22 April 2024).
10. To **approve** payment schedule for February 2024.
11. To **note** February 2024 Income and Expenditure report.
12. To **resolve** on the following virements to budget lines on attached spreadsheet
 - (a) Use Inner Green EMR for electric vehicle expenditure
 - (b)Vire £1,800 from NDP budget to Staff Office Expenses budget
 - (c) Vire £4,482 from Legal Fees budget to – Benches £2k, IT Support £1,200, Goonhavern Electric £885, Office Equipment £200, Events £200
 - (d)Vire £5000 from Elections budget to Maintenance Car Park budget
 - (e)Vire £7446 from Grants to Street Cleaning Vehicle
 - (f) Vire £7,446 to Grass Cutting Bolenna Budget
 - (g)Vire £3,200 from Events Budget to Maintenance Office (new desks/chair for new office staff)
 - (h)Vire £10k from Maintenance Budget to Public Spaces Salary/PAYE/NI budget (£4k) and Street Cleaning Vehicle (£6k)
13. To **note** a Code of Conduct Complaint against Cllrs Arthur and White.
14. To **note** Notification to Cease Agency Agreement, Cornwall Council.
15. To **resolve** to adopt amended Events Policy and Procedures (Notice Period)
16. To **resolve** on urgent remediation works at Vugh an Vounder Shaft to be carried out by R W Rule Plant Hire at a cost of £5,460 plus VAT.
17. To **note** draft minutes of 4 March Finance & Operations meeting and agree any further actions and expenditure.

- (a) To **resolve** to adopt the General Reserve Policy.
 - (b) To **resolve** to adopt the Grants Policy 2024.
18. To **note** draft minutes of 11 March Public Spaces & Services meeting and agree any recommendations
- (a) To **resolve** on refurbishing Droskyn Toilets at a cost of £129,875.93 plus VAT . Clerk to get additional cost for stone instead of render finish.
19. To **note** draft minutes of 4 March Planning Committee meeting.
20. To **note** draft minutes of 11 March Cligga Committee meeting and agree any recommendations.
- (a) To instruct Stephens Scown – Phase 1 removal of boats/vehicles/unoccupied caravans
21. To **resolve** on a response to Ashfords LLP regarding Compulsory Purchase Order (Saints Trails Perranporth to Newquay)
22. To **resolve** on a response to Cornwall Council, Countryside Rights of Way Regulatory Services consultation: Application for Modification of Definitive Map and Statement of Rights of Way Claimed Addition of Restricted Byways and Upgrade of Footpaths to Restricted Byways at Silverwell, in the Parishes of St Agnes and Perranzabuloe (WCA 780 & 783)
23. To **resolve** on Street Warden provision for 2024 (Cllr Bowers to lead).
24. To **receive** a written report from the Clerk on CCTV provision.
25. To **resolve** on Surf License applications received from the existing 3 surf schools for 2024 (applications to follow).
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: Contracts/Staffing
27. To **note** the Staffing Minutes 26 February and 11 March 2024 and **resolve** on recommendations:
- (a) To **resolve** on ending the Probationary Period of the Grounds Maintenance Manager and General Maintenance Assistant
 - (b) To **resolve** on the Staff Handbook 2024.
 - (c) To **resolve** on the appointment of the new Administration Officer, SCP 13 £26,873, 20hrs per week, 1-year fixed contract (start date 15 April 2024)
28. To **note** date of next Full Council Meeting: **Monday 22 April**
Items to be discussed:
- Strategic Plan/Options Assessment for Parish assets/Consultation feedback