



Minutes – Full Council

Minutes of the Parish Council Meeting held at the Council Chambers, Chyanhale, Ponsmere Valley, Perranporth, TR6 0DB at 7pm on 26 February 2024

1. To note Councillors present

Cllrs Gaisford (Chair), Arthur, Bowers, Higgins, Hunter, Lawrence, Pentecost, Rogers, Trevethan, White and Wyn Jones. **033/24/FC**

Also in attendance: Amanda Lash (Clerk), 1 member of the public, Cllr Adrian Harvey

2. To receive apologies for absence and reasons

Apologies were received and accepted from Cllrs Boston, Byfield, Silvey and Yeo

Proposed: Cllr White Seconded: Cllr Wyn Jones unan 034/24/FC

3. Declarations of Interest and Dispensations Granted

None.

035/24/FC

4. Public Question Time

Sam Healey, Cyder Farm. Aim to generate 75% of energy on the farm. Wind farm 200kw. 150 acres woodlands. Want to put back into the environment. All power generated will be used on site. Any surplus energy for storage batteries, and EV chargers. Tripled in size. 200 staff – 260 in the summer. Electric costs quadrupled - £17k per month to almost £70k per month, Imperative to become self-sufficient in order to cope with the energy crisis. Grade 4 agricultural land. Restricted crops. SPF approved part-funding for project. Ticks all boxes on the environmental aspects of planning agendas. **036/24/FC**

5. Minutes of Last Meeting

It was **resolved** to approve the Minutes held on 22 January 2024

Proposed: Cllr Higgins Seconded: Cllr Rogers 8-0 (3abs) 037/24/FC

6. To Receive Clerks Report

Cligga percolation tests received – options currently being discussed. Opening up works took place at Droskyn toilets. Again, options being discussed. Employee Handbook has been drafted and has been discussed today at the Staffing Committee. This includes various HR policy 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. Interviews for Library Assistant took place on 22 February and an appointment was made. Will be ratifying tonight. Administration Officer interviews 29 February. Had a very good response. Budnic Hill works possibly delayed until later on in the year. Grounds Team is currently covering whilst Parish Ranger is off sick. Thanks to the team for taking this on. Currently getting quotations for TMS to provide some cover until we know more. Meeting with Library Manager to draft schedule for Wednesday openings. Discussions are being had as to when Wednesday openings will start, due to the availability of the new Library Assistant. Will be after July. 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. Bolenna toilet project is going well and is currently on budget. Electric opening and closing locks will be installed in the next couple of weeks. Concerns raised regarding possibility of people staying overnight. Will be discussing

Signature:

Date:.....

this with Public Spaces & Services, with a view to regular, random, spot checks. Will be open in time for Easter.

038/24/FC

7. To note any reports from Cornwall Councillors

Cllr Harvey reported that the budget was passed last Thursday. Tamar fees rising. Cllr Harvey and Cllr Arthur voted against.

039/24/FC

8. To receive any reports/updates from Outside Bodies (CAP, Memorial Hall, Garden Charities).

Cllr Wyn Jones – Memorial Hall Attended committee meeting at Memorial Hall 15 February. Looking to replace floor £34k. Not enough funds at the moment. £24k in bank currently. Made £3k profit Nov-January, despite costs of new lights £3.7k. Looking actively at replacing 200 chairs. £47 each £9,400. Looking at grants. Will be asking PPC in April.

Cllr Higgins – CAP. Looking for members to form Environment Committee. CLUP closing on 15 March. Expression of Interests will be considered before the deadline.

Cllr Rogers – NDP Queries have come back from Examiner with regards to the second home policy in Bolingey due to lack of evidence. NDP have therefore taken out Bolingey from this policy. No further talks with the secondary school.

040/24/FC

9. To approve payment schedule for January 2024.

It was **resolved** to approve the payment schedule for January 2024

Proposed: Cllr Bowers Seconded: Cllr Lawrence unan 041/24/FC

10. To note January 2024 Income and Expenditure Report

January's income and expenditure report was **noted**.

042/24/FC

11. To note the Q3 Internal Control Report and resolve on two councillors to undertake Q4 in April.

Q3 Internal Control Report **noted**. It was **resolved** that Cllrs Rogers and Gaisford to undertake Q4 in April 2024. Clerk to arrange date.

Proposed: Cllr Arthur Seconded: Cllr Trevethan unan 043/24/FC

12. To resolve on the RNLI infill payment for 2024-25 at a cost of £13,791 plus VAT.

It was **resolved** to pay the RNLI infill payment for 2024-25 at a cost of £13,791 plus VAT. Clerk to arrange payment after 1 April.

Proposed: Cllr Lawrence Seconded: Cllr Arthur unan 044/24/FC

13. To resolve on the 2024-25 Surf Licence documentation including the community dispensation clause and licence fee.

The 2024-25 Surf Licence documentation was **approved**. The Clerk outlined Assistant Clerk's queries, and the following amendments will be made:

(a) Section B – activities that can be provided. Remove all other activities other than surfing tuition

(b) Community dispensation clause – to include "No more than 70 boards allowed at low tide or 55 at high tide".

Proposed: Cllr Bowers Seconded: Cllr Lawrence 10-0 (1abs) 045/24/FC

(c) It was **resolved** that the licence fee for 24-25 should be increased to £90.

Proposed: Cllr Lawrence Seconded: Cllr Higgins unan 046/24/FC

(d) It was **resolved** to allow Surf schools to pay in 2 instalments by Standing Order – 1 April and 1 September.

Proposed: Cllr Bowers Seconded: Cllr Higgins unan 047/24/FC

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14. To resolve on the Community Engagement Plan for the extension of library opening times.

The member of staff employed for the extended opening hours on Wednesdays and Fridays cannot start until July. Consequently, this item will be **deferred** until April, and the timeline will be adjusted with the revised implementation schedule for extended library hours.

048/24/FC

15. To resolve on the insurance of 8 Boscawen Road at a cost of £1,603.

It was **resolved** to insure 8 Boscawen Road at a cost of £1,603.

Proposed: Cllr Trevethan Seconded: Cllr Pentecost 7-1 (2abs) 049/24/FC

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).

It was **resolved** to pay Simon Grant Builders £10,470 plus VAT to build a retaining wall with a stone face at Bolenna Toilets.

Proposed: Cllr Lawrence Seconded Cllr Higgins unan 050/24/FC

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.

Cllr White informed members that anyone could come along to planning. Agenda and minutes distributed to Full Council. PPC’s is a key consultee for planning applications. It was emphasized that Cornwall Council are the planning authority, so it makes the decision on whether to approve or refuse applications. The committee takes into consideration the public’s comments, material planning considerations such as highways, and the NDP. General consensus is not wanting Cornwall to be paved over. Geothermal site opposite was noted. Worried about solar panel saturation in the area and visual impact. Non-planning committee members asked questions pertinent to the planning application and the planning process. Councillors highlighted the low grading of the land, and that the site chosen was on the lowest level fields to reduce visual impact. Discussed benefits – cutting energy use, self-sufficiency and creating employment. Application has received support from Cornwall Chamber of Commerce.

051/24/FC

During the discussion on Planning Terms of Reference, the Clerk emphasized that if there is no intention to vote on planning applications scheduled to be heard at Cornwall Council Strategic Committee, the standard process for rescinding a decision should be followed. The Clerk stressed the importance of understanding the resolutions made, and addressing any questions or concerns prior to the approval of minutes. The Clerk recommended that planning should only be included on the agenda if there is a purpose, such as voting (ratification), considering the redundancy of having it otherwise, given the distribution of agenda and minutes to Full Council. Members were urged to review any distributed planning paperwork and communicate concerns to the Chair of Planning via email. Additionally, it was suggested that the Chair identify any planning applications with potential contention for discussion at Full Council.

052/24/FC

It was resolved to **object** to this planning application on the grounds previously outlined by the Planning Committee.

**Proposed: Cllr Arthur Seconded: Cllr White 4 in favour of objection
2 in support of application
5 abstentions 053/24/FC**

18. To discuss the draft Consultation and resolve on a final draft and distribution of the consultation.

The draft consultation was discussed and amendments made. Subject to those amendments, it was **resolved** to share this consultation on social media (cross-posted to other relevant

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pages), the official website, and both primary schools. A QR code poster will be displayed at businesses willing to support this initiative. Physical copies will be accessible at the Library and Parish Offices. The outcomes will be reviewed in April as an integral part of the Strategic Plan and Options Assessment for the Property Portfolio of the Parish Council.

Proposed: Cllr Bowers Seconded: Cllr Hunter 10-0 (1abs) 054/24/FC

19. To note the first draft of the Strategic Plan for Managing PPC's Property Portfolio.
The first draft was **noted**. Discussions to continue in April following results of the consultation, opening up works at Chyanhale, Youth Hostel discussions and councillor site visits. **055/24/FC**

20. To note draft minutes of the 29 January Finance & Operations meeting and agree any further actions and expenditure.

Draft minutes were **noted**. **056/24/FC**

(a) **To resolve to sign the Off-Street Parking Service Level Agreement 2024-25.**

It was **resolved** to sign the Off-Street Parking Service Level Agreement 2024-25

Proposed: Cllr Bowers Seconded: Cllr Arthur unan 057/24/FC

21. To note draft minutes of 12 February Public Spaces & Services meeting.

Noted. **058/24/FC**

22. To note the 12 February Planning Committee minutes.

Noted. **059/24/FC**

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.

Noted. **060/24/FC**

24. To note draft minutes of the 15 January and 12 February Cligga meetings and agree any recommendations.

Noted. **061/24/FC**

(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.**

It was **resolved** to instruct Stephen Scown Solicitors at a cost of £3,000 as and when required. It was **acknowledged** that due to the complexities of the matter, it could be considerably higher, but it is impossible to know at this present time.

Proposed: Cllr Rogers Seconded: Cllr Bowers 9-0(2abs) 062/24/FC

25. Public Bodies (Admission to Meetings) Act 1960. 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/sensitive commercial information.

Cllr Rogers left the room

Proposed: Cllr White Seconded: Cllr Wyn Jones 10-0 063/24/FC

Cllr Rogers returned to the room

26. To note the Staffing Minutes 29 January and resolve on recommendations:

Noted. **064/24/FC**

(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.**

It was **resolved** to amend the Clerk's contract and increase by 2SCPs (from 33 to 35). Benchmarking to be carried out in September.

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27. To resolve on appointment of the new Library Assistant.

It was **resolved** to appoint Christina Hutchings from 2 April 2024, on an 11hr contract, subject to 3 months probationary period, SCP 13 (£26,873). It was noted that Chrissie is currently employed elsewhere and so will work Tuesdays and Saturdays (hours to be agreed) until she leaves her current employment on 19 July 2024.

Proposed: Cllr Higgins

Seconded: Cllr Trevethan

unan 066/24/FC

28. To discuss the correspondence from AB Special Projects regarding the bund and ramp and agree further actions and associated costs.

It was **resolved** to instruct the Clerk to organise a meeting with the Seiners Arms, Perranporth Gardens Charities regarding the buttress/bund and to prepare a specification to go out to tender. The Clerk reiterated that it is not accepting any liability, however, it was advised that this could be the best course of action to protect everyone’s assets. Clerk to speak to Grounds Maintenance Team to see if patching possible to mitigate risk.

Proposed: Cllr Bowers

Seconded: Cllr Wyn Jones 10-0(1abs) 067/24/FC

29. To discuss the revised quotation for the extension of Unit 6 and resolve on further actions and associated costs.

The increase in price from the original quotation in May 2023 was discussed. It was **resolved** to accept the new quotation of £229,491.50 for Unit 6 extension works, and waive Financial Regulations relating to contracts to enable a price to be negotiated without competition (11(d)). Simon Grant Builders are currently building the Bolenna Toilets have demonstrated excellent workmanship, and are PPC’s preferred contractor. They are primed to start the works at Unit 6 in 2 weeks’ time, and any further delay poses a potential threat to the timely completion of the project.

Proposed: Cllr Lawrence

Seconded: Cllr Higgins

10-0(1abs) 068/24/FC

30. To discuss the Youth Hostel lease following latest advice provided by the Property Manager and resolve on further actions and associated costs.

This item was deferred to Finance & Operations to discuss on 4 March 2024.

31. To note date of next Full Council Meeting: Monday 25 March 2024

Items to be discussed:

Street Wardens

CCTV

Ratify Administration Officer appointment

There being no further business the Chairman closed the meeting at 9pm