



## Minutes – Full Council

### Minutes of the Parish Council Meeting held at the Council Chambers, Chyanhale, Ponsmere Valley, Perranporth, TR6 0DB at 7pm on 25 March 2024

**To note Councillors present:**

Cllrs Gaisford (Chair), Arthur, Boston, Bowers, Higgins, Hunter, Lawrence, Rogers and White.  
**069/24/FC**

Also in attendance: Susan Brooks (Assistant Clerk) and 3 members of the public.

1. To **receive** apologies for absence and reasons

Apologies were received and accepted from Cllrs Byfield, Pentecost, Silvey, Trevethan, Wyn Jones and Yeo.

**Proposed: Cllr Arthur**

**Seconded: Cllr Bowers**

**unan**  
**070/24/FC**

2. **Declarations of Interest and Dispensations Granted**

None.

**071/24/FC**

3. **Public Question Time**

A member of the public presented information regarding overflows from Goonhavern treatment works in 2022 and 2023. It was reported that in 2022 the settled storm overflow spilled 64 times for 974 hours and the unsettled overflow 53 times for 513 hours. Data from a recent BBC news article showed that it spilled 116 times for 1927 hours or around 80 days continuously in 2023. This then polluted the Bolingey stream and Perranporth Beach with no alerts being generated for the public. It was reported that SWW advised that Bolingey was an emergency overflow only and not a combined overflow. Concern was expressed that the new Secondary School could potentially contribute to the problem. The member of the public agreed to send information to the Clerk for circulation to Councillors and further discussion.

**072/24/FC**

4. **Minutes of Last Meeting**

It was **resolved** to approve the Minutes held on 26 February 2024.

**Proposed: Cllr Bowers**

**Seconded: Cllr Rogers**

**8-0 (1 abs)**  
**073/24/FC**

5. **Correspondence**

The following correspondence was **noted**:

(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 Clerks Report and matters arising from previous minutes**

The Archivist would be starting on 9 April to digitize/archive records. Unit 6 containers had been moved and work had been started on Unit 6 extension. Surf licence documentation had been received. Consultation had gone live on Friday 15 March and would close on

Signature: .....

Date:.....

Friday 12 April. Annual Parish Meeting poster and agenda would be posted week commencing 25 March in the Clerk's absence. Stephens Scown Solicitors had been instructed to put notices on boats/vehicles and unoccupied caravans. The Assistant Clerk was dealing with this. Contact had been made with Seiners Arms regarding a meeting to discuss the bund/buttress, possible dates were awaited. Chimney - planning consent had been received from Cornwall Council Planning and information was awaited regarding the next steps.

**074/24/FC**

**7. To note any reports from Cornwall Councillors**

None received.

**075/24/FC**

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

None received.

**076/24/FC**

**9. To note the resignation of Cllr Sam Boston (with effect from 22 April 2024)**

The resignation was **noted** and Councillors thanked Cllr Boston for all her hard work and successfully progressing projects including the Bolenna toilet building and path.

**077/24/FC**

**10. To approve payment schedule for February 2024.**

It was **resolved** to approve the payment schedule for February 2024.

**Proposed: Cllr Bowers                      Seconded: Cllr Lawrence**

**7-0 (2 abs)**

**078/24/FC**

**11. To note February 2024 Income and Expenditure Report**

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

**079/24/FC**

**12. To resolve on the following virements/amendments 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 £882, Office Equipment £200, Events £200

(d) Vire £7,500 from Grants to Street Cleaning vehicle

(g) Vire £3,200 from Events Budget to Maintenance Office.

**Proposed: Cllr Lawrence                      Seconded: Cllr Bowers**

**unan**

**080/24/FC**

**13. To note Code of Conduct Complaint against Cllrs Arthur and White**

The Code of Conduct complaint was **noted** and further information would be sought from the Clerk.

**081/24/FC**

**14. To note Notification to Cease Agency Agreement**

The Notification to Cease Agency Agreement was **noted**.

**082/24/FC**

**15. To resolve to adopt amended Events Policy and Procedures (notice period)**

It was **resolved** to adopt the Events Policy and Procedures.

**Proposed: Cllr Boston                      Seconded: Cllr Bowers**

**unan**

**083/24/FC**

**16. To resolve on urgent remediation works at Vugh an Vounder Shaft at a cost of £5,460 plus VAT.**

Signature: .....

Date:.....

The Assistant Clerk provided an update regarding the urgent works that were required to mitigate the risk presented by the gap around the mine shaft where the ground had worn away. The Duchy had agreed to contribute 50% of the cost of the works - £2,730 + VAT. It was **resolved that** Rob Rule would be instructed to carry out the works at a cost of £2,730 + VAT to the Parish Council (Total cost £5,460 + VAT.). It was requested that the damaged fencing around the shaft should be repaired as soon as possible.

**Proposed: Cllr Boston                      Seconded: Cllr Bowers                      unan**  
**084/24/FC**

**17. To note the draft minutes of the 4 March Finance & Operations meeting and agree any further actions and expenditure**

(a) It was **resolved** to adopt the General Reserve Policy.

**Proposed: Cllr Bowers                      Seconded: Cllr Higgins                      unan**

(b) It was **resolved** to DEFER the adoption of the Grants Policy 2024 until the next meeting.

**Proposed: Cllr Arthur                      Seconded: Cllr White                      unan**  
**085/24/FC**

**18. To note the draft minutes of 11 March Public Spaces & Services meeting and agree any recommendations**

(a) It was **resolved** to refurbish Droksyn Toilets at a cost of £129,875.93 plus VAT. The Clerk would seek additional cost for stone instead of render finish.

(b) It was agreed that the dog 2 bins by the summerhouse and 1 on the Inner green should be removed as soon as possible.

**Proposed: Cllr Lawrence                      Seconded Cllr Boston                      7-2**  
**086/24/FC**

**19. To note the draft minutes of 4 March Planning Committee meeting**

The minutes of the Planning Committee were **noted**.

**087/24/FC**

**20. To note the draft minutes of the Cligga meeting and agree any recommendations**

(a) It was agreed that Stephens Scown would be instructed to commence Phase 1 removal of boats/vehicles/unoccupied caravans.

**088/24/FC**

**21. To resolve on a response to Ashfords LLP regarding Compulsory Purchase Order (Saints Trail Perranporth to Newquay)**

It was **resolved** to sell the land for a fee as the land cost the Parish Council £2000 when purchased originally.

**Proposed: Cllr Lawrence                      Seconded: Cllr White                      unan**  
**089/24/FC**

**22. To resolve on a response to Cornwall Council, Countryside Rights of Way Regulatory Services consultation & 783)**

It was **resolved** to have no objection to the preliminary consultation from 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).

**Proposed: Cllr Lawrence                      Seconded: Cllr Boston                      unan**  
**090/24/FC**

Signature: .....

Date:.....

**23. To resolve on Street Warden provision for 2024**

Cllr Bowers outlined requirements for 2024/25 and it was **resolved** to contract 2 Street Wardens at a cost of £600 per week (total £6000 max.) on Fridays and Saturdays in July and August (9/10 weeks).

**Proposed: Cllr Bowers**

**Seconded: Cllr Hunter**

**6-1 (2 abs)**

**091/24/FC**

**24. To resolve on CCTV provision and associated costs**

The report from the Clerk was noted regarding the transfer CCTV provision to New County Hall. No costs were yet available.

**092/24/FC**

**25. To resolve on Surf License applications received from the existing 3 surf schools for 2024**

It was **resolved** that the total number of licensed surf boards permitted would be maintained at 70 boards (55 at high tide) in line with the recommendations of Cornwall Council and the licensed board numbers for surf schools would be as follows for 2024:

Perranporth Surf School Ltd	- 40 boards
Peg's Surf Coaching	- 15 boards
Stoked Surf School Ltd	- 15 boards

**Proposed: Cllr Arthur**

**Seconded: Cllr Bowers**

**093/24/FC**

**26. 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.**

**Proposed: Cllr Lawrence**

**Seconded: Cllr White**

**unan**

**094/24/FC**

**27. To note the Staffing Minutes 26 February and 11 March and resolve on recommendations:**

(a) It was **resolved** to end the Probationary Period of the Grounds Maintenance Manager and General Maintenance Assistant.

**Proposed: Cllr White**

**Seconded: Cllr Bowers**

**unan**

**095/24/FC**

(b) It was **resolved** to adopt the Staff Handbook 2024.

**Proposed: Cllr Arthur**

**Seconded: Cllr Bowers**

**unan**

**096/24/FC**

(c) It was **resolved** to appoint Vikki Millar as the new Administration Officer, SCP 13 £26,873 pro rata, 20 hours per week, 1-year fixed contract (start date 15 April 2024).

**Proposed: Cllr Arthur**

**Seconded: Cllr White**

**unan**

**097/24/FC**

**28. To note date of next Full Council Meeting and Annual Parish Meeting (at 6.00 p.m.):  
Monday 22 April 2024**

There being no further business the Chairman closed the meeting at 8.43 p.m.

Signature: .....

Date:.....