Minutes – Finance & Operations Committee

Minutes of the meeting held at 6.30pm on Monday 7 September 2026 at the Parish Offices, Chyanhale, Perranporth TR6 0DB

Present: Cllrs Gaisford (Chair), Arthur, Byfield, Cook, Miners

In attendance: Amanda Coleman (Clerk)

1. **To note Councillors present**
Noted. **145/26/F&O**

2. **To receive apologies and accept the reasons for any non-attendance**
Cllrs Bowers and Hunter No apologies from Cllr Yeo so cannot be accepted
Proposed: Cllr Cook **Seconded: Cllr Miners** **146/26/F&O**

3. **Declarations of Interest and Dispensations Granted**
None. **147/26/F&O**

4. **Minutes of the Last Meeting**
It was **resolved** that the minutes of the last meeting 3 August 2026 were a true and accurate record.
Proposed: Cllr Cook **Seconded: Cllr Arthur** **unan** **148/26/F&O**

5. **Public Participation**
None. **149/26/F&O**

6. **To receive the Clerk's report**
A resident has submitted a complaint to Cornwall Council Planning that an alleged breach in our planning permission has occurred with regards to the siting of the caravan cafe. The Clerk and the tenant have provided information to Cornwall Council. Clerk is still chasing Pullen Davies with regards to the fire station lease. DSW have submitted a s80 notice for the demolition of the Hanger following completion of the asbestos removal works. The demolition should be scheduled within the next 2 to 4 weeks. Clerk still waiting to hear from the Seller's solicitors in regard to the Comms Lodge. Alarm installed at the Library today. Seaweed/debris has now been removed from the beach. Clerk informed the Property Manager that any seaweed is to be kept on the beach, with rubbish/debris removed from it. This is the approach Cornwall Council take with all their beaches. Clerk, Cllr Gaisford and Finance Officer met with the Football Club regarding water bills/the leak/bore hole. They were informed that whilst any historic water charges have been waived, they will be billed for the 2 water meters from now on. Waiting to hear back from the Football Club with regards to next steps, but they were encouraged to investigate the leak and make plans for their own water supply. Clerk has contacted the Rugby Club's Treasurer, Jeremy Pollard, for an answer with regards to rentalising the legal fees. Waiting to hear and will chase up. Clerk's Q2 report will be available for the next Full Council meeting in October. The Finance Officer and Clerk are starting budget preparations ahead of discussions next month. **150/26/F&O**

Signed: ..... 1 Dated: 5/10/26

7. **To discuss a letter from a resident regarding Droskyn car park charges and resolve on any further actions and associated costs**

Discussed.

It was **resolved** to instruct the Clerk to respond that the PPC is not mindful to offer discretionary rates. It was suggested that aside from the £400 permit, there is a permit scheme in operation mornings and evenings for a nominal admin fee of £2. Alternatively, if they wished to submit an application for a resident-only parking zone, PPC would support an application. Also suggested that they contact Louise Blackman for advice and support.

Proposed: Cllr Miners **Seconded: Cllr Cook** **unan** **151/26/F&O**

8. **To approve** Bank Reconciliations for July and August

Bank reconciliations for July and August were **approved**.

Proposed: Cllr Arthur **Seconded: Cllr Byfield** **unan** **152/26/F&O**

9. **To note Cornwall Council's enforcement report, July 2026**

Noted. **153/26/F&O**

10. **To resolve to pay Invoice No 63865 RJ Trevail, for fencing materials for the Library back wall at a cost of £676.30 plus VAT**

It was **resolved** to pay invoice No 63865 RJ Trevail, for fencing materials for the Library back wall at a cost of £676.30 plus VAT.

Proposed: Cllr Arthur **Seconded: Cllr Cook** **unan** **154/26/F&O**

11. **To ratify a quotation from Exco for a new intruder alarm at the Library at a total cost of £1690 plus VAT. Works to include moving the external alarm sounder to the High Street side of the building, and monitoring**

Clerk still seeking clarification from Crossley Hill Surveyors and Simon Grant Builders regarding the original specification for the original intruder alarm.

It was **resolved** to **ratify** the quotation from Exco for a new intruder alarm at the Library at a total cost of £1690 plus VAT. Works to include moving the external alarm sounder to the High Street side of the building, and monitoring

Proposed: Cllr Gaisford **Seconded: Cllr Miners** **unan** **155/26/F&O**

12. **To consider an application from Perranporth Surf School for a yellow permit and resolve on further actions**

It was **resolved** to defer to the next meeting.

Proposed: Cllr Arthur **Seconded: Cllr Byfield** **unan** **156/26/F&O**

13. **To discuss advice from Stephens Scown on the Gear Sands Lease with the Duchy and resolve on further actions and associated costs**

It was **resolved** to accept HOTs subject to suggesting a tenant break clause at 5 years. Clerk to write to Duchy with this proposal.

Proposed: Cllr Cook **Seconded: Cllr Byfield** **unan** **157/26/F&O**

14. **To resolve on the 27-28 budget timetable**

It was **resolved** to **agree** to the proposed 27-28 budget timetable recommended by the Clerk. All Committees to start budget discussions in their October meetings. First look at the budget to take place at Full Council October meeting.2nd look November. If the budget can be agreed in December it will, otherwise the Clerk will request an extension to after January meeting.

Proposed: Cllr Byfield **Seconded: Cllr Miners** **unan** **158/26/F&O**

Signed: ..... Dated: 5/10/2026

15. **To 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: Legal/sensitive information**

No public to exclude.

16. **To discuss the outcome of interviews for the Property Portfolio Management Contract and resolve on further actions, including any recommendations to Full Council**

Cllrs Gaisford and Byfield and the Clerk provided an update on the interviews undertaken this afternoon. One tenderer remained to be interviewed.

It was **resolved** to defer the decision to Full Council following completion of the final interview and to delegate completion of the interview process to Cllr Gaisford, the Clerk and the Finance Officer if Cllr Byfield is unavailable.

Proposed: Cllr Gaisford Seconded: Cllr Byfield unan 159/26/F&O

17. **To consider advice from Stephens Scown regarding the beach access road storage (blue) area and resolve on any further actions and associated costs**

It was **resolved** to instruct Stephens Scown to serve notice in respect of the blue area and to permit the Watering Hole to relocate the barrels and waste currently stored there to Area 2 of the supplementary lease dated 24 February 2017, in addition to the waste bins and service equipment already permitted.

Proposed: Cllr Cook Seconded: Cllr Byfield 4-0(1abs) 160/26/F&O

18. **To discuss the first draft of the Festival Licence and resolve on any further actions and associated costs**

Discussed. Cllr Cook's comments to be distributed to the Committee for comment to enable amendments to be included in the second draft to be discussed and approved at October's meeting.

It was **resolved** to include Bands in the Sands within the Festival Licence, subject to an event compliance professional reviewing the licence from an event-compliance perspective and confirming that its inclusion is appropriate.

Proposed: Cllr Gaisford Seconded: Cllr Miners 4-0(1abs) 161/26/F&O

19. **To note the date of the next meeting: Monday 5 October 2026 163/26/F&O**

There being no further business the Chair closed the meeting at 8.36pm

Signed: ..... 3 Dated: 5/10/2026