

PROBUS PARISH COUNCIL

CLERK: Maria Roper

Lee Ho, Ashdown Close, Sticker, PL26 7EU

Telephone Number: 07749 626021

TO MEMBERS OF THE COUNCIL

You are hereby summoned to attend the **Ordinary Meeting of Probus Parish Council** in **Probus Village Hall** on **Thursday, 20th June 2024** commencing at **7.00pm** for the purpose of transacting the following business:

Prayer

1. **Apologies for Absence.**
2. **To receive the Vice-Chairman's Declaration of Acceptance of Office** or, if the Vice Chairman is not present, to resolve that such Declaration be made at or before the next Ordinary Meeting of the Council;
3. **Declarations of Interest** - Register both pecuniary and non-pecuniary interests under the Code of Conduct (to receive a new Declaration of Interest form and declare interests on agenda items).
4. **Public Participation (15 mins)**
5. **Minutes** - to confirm the minutes of the **Annual Meeting of 22nd May 2024**
6. **Planning matters:**
 - a. Planning applications received:
 - b. Planning applications received after the despatch of the agenda
 - c. Planning decisions and appeals:
 - d. Any decisions and appeals received after the despatch of the agenda.
 - e. Correspondence before despatch of the agenda
 - Correspondence ref PA22/08846 - to note
 - Correspondence ref verge off Fore street – to consider
 - f. Any correspondence received after the despatch of the agenda.
7. **Co-option application** – to consider and resolve to accept if appropriate – **All Cllr**
8. **Reports from Clerk and Councillors on previously resolved agenda items:**
 - 24/006 - S106 Square project: Remedial works to the planters - **Clerk**
 - 24/030 - The Roseland & Truro 20mph consultation Update – **Cllr Gillard**
 - 24/037 - Annual Parish Meeting 2024 – feedback report **Cllr Gillard**
 - 24/067 - Website updates — **Clerk**
 - 24/040 - Installation of a pathway around the skate ramp – updates - **Clerk**
 - 24/069 - Fence replacement at the play area – updates – **Clerk**
 - 24/092 Waste bin by the bus shelter at the Square – updates – **Clerk**
 - 24/126 St Erme SLA - **Clerk**
 - 24/093 Commercial waste removal contract– updates – **Clerk**
 - 24/135 Celebration of the 80th anniversary of the D-Day feedback report– **Cllr Gillard**
 - 24/132 Civility and respect pledge – update – **Clerk, Cllr Gillard**
 - 24/129 Insurance cover in respect of all insured risks – confirmation of cover – **Clerk**

9. **Cornwall Councillor report** – to receive a report from Cornwall Councillor K Glasson
10. **Reports and feedback from local community groups/committees and organisations**
 - a. Tregony View and Tower Park Open Spaces. Progress with residents’ management group and any action required by the Parish Council - **Cllr Gillard**
 - b. Probus Fun week – updates **Cllr Gillard**
 - c. Poor trust – update – **Cllr Gillard**
11. **Parish Council Committees and associated committees/working groups** – to receive reports and minutes from various committees/working groups and consider recommendations:
 - a. Village Hall committee – update on business & developments and progress with land registration. - **Cllrs N Glasson & R Goldsworthy**
 - b. Playing Field committee – Update on planning application and funding - **Cllrs Dutton & Gillard**
 - c. Neighbourhood Development Plan – receive progress report - **Cllr Gillard**
12. **To receive the financial statement of accounts for the year to date**, including forecast expenditure, budget control sheet, CIL report and to approve a schedule of payments.
13. **Internal Audit report** – to note and consider recommendations – **All Cllrs**
14. **AGAR forms** - Review and resolve to approve and sign if appropriate– **All Cllrs**
 - a. Conflict of interest with BDO LLP
 - b. Annual Governance Statement
 - c. Annual Accounting Statements
15. **Financial regulations** – to review the updated version and consider for adoption.
16. **Annual play area safety report from ROSPA** – to note and consider recommendations
17. **MUGA** – to consider putting in place terms of use and regulations – **All Cllrs**
18. **Replacement gates at the cemetery** – to consider updated quote – **All Cllrs**
19. **Off street parking order** – to consider draft order – **Cllr Cook, Clerk**
20. **Parking Lease with Probus surgery** – to review current position and consider options – **All Cllr**
21. **Parish council’s policies – to review and consider for adoption:**
 - Data protection
 - Privacy notice
 - Statement of Internal Control
22. **Policies**– to review the schedule - **All Cllr**
23. **Correspondence received – Clerk**
 - a. Various emails circulated to members on receipt during month for information to note.
 - b. Correspondence to note/to consider:
 - c. Urgent correspondence received after the despatch of the agenda.
24. **Future Agenda Items** - Councillors to review current list, adjust priorities and consider adding any new items to the future agendas list – **All Cllrs**
25. **The next Full Council Meeting** of The Parish Council will be held on **Thursday, 18th July 2024** in **Probus Village Hall** at **19.00 hrs**
26. **To close the meeting.**

14th June 2024

M Roper

Clerk to the Council