

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 **Wednesday, 18th September 2024** commencing at **7.00pm** for the purpose of transacting the following business:

Prayer

1. **Apologies for Absence**
2. **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).
3. **Public Participation (15 mins)**
4. **Minutes** - to confirm the minutes of the **Full Council Meeting of 18th July 2024, extraordinary meeting of 8^h August 2024** and **extraordinary meeting of 16th August 2024**
5. **Planning matters:**
 - a. Planning applications received:
 - [PA24/06189](#) - Trewithen Home Farm Grampound Road Truro Cornwall TR2 4DD
The repair and conversion of the building known as the Trevithick Barn to an estate office, including roof and masonry repairs, alterations to fenestration, addition of an external fire escape stair and installation of associated building services.
 - [PA24/06190](#) – Trewithen Home Farm Grampound Road Truro Cornwall TR2 4DD
Listed Building Consent for the repair and conversion of the building known as the Trevithick Barn to an estate office, including roof and masonry repairs, alterations to fenestration, addition of an external fire escape stair and installation of associated building services.
 - [PA24/06790](#) - **TO NOTE** - St Grace Cottage Wagg Lane Probus Truro Cornwall TR2 4JX
Notification of works to trees in a Conservation Area
 - b. Planning applications received after the despatch of the agenda
 - c. Planning decisions and appeals:
 - [PA24/04767](#) - 3 Lelissick Gardens Probus Truro Cornwall TR2 4JJ
Erection of a conservatory to the North elevation of the property
Approved with conditions - 20 Aug 2024
 - [PA24/04509](#) - Tredinnick Barn Grampound Road Truro Cornwall TR2 4BY Proposed conversion of the out-building to a self-contained annexe
Approved with conditions 01 Aug 2024
 - [PA24/04303](#) - Rivendell Wagg Lane Probus Truro Cornwall TR2 4JX Construction of a ground floor extension with balcony above. Replacement of existing first floor window with French doors
Approved with conditions - 07 Aug 2024

- [PA24/06796](#) - Treviglas Lane Probus Cornwall The Electronic Communications Code (Conditions and restrictions) (Amendment) Regulations 2017 BT intends to install fixed line broadband electronic communications apparatus
Closed - advice given - 02 Sep 2024
- [PA24/05259](#) - Land Adjacent To Fairclose Cottage Fore Street Probus Truro Cornwall TR2 4LQ Application for Permission in Principle for the construction of a single dwelling with on plot parking including relocation of existing bench, commemorative Oak tree and bin - Granted (CAADs, PIPs and LUs only)-02 Sep 2024
- [PA24/05035](#) - Chapel Cottage Chapel Street Probus Truro Cornwall TR2 4LD Reserved matters application for appearance, landscaping, layout and scale (Plot 1) following outline approval PA22/08846 dated 06.12.22 for two dwellings
Approved with conditions - 09 Sep 2024

d. Any decisions and appeals received after the despatch of the agenda.

e. Correspondence before despatch of the agenda

f. Any correspondence received after the despatch of the agenda.

6. Reports from Clerk and Councillors on previously resolved agenda items:

- 24/069 - Fence replacement at the play area – updates – **Clerk**
- 24/158 – Remedial works at the play area following RoSPA report – updates – **Clerk**
- 24/184 Installation of a pathway around the skate ramp – updates - **Clerk** -
- 24/183 MUGA –terms of use and regulations –updates - **Clerk**
- 24/182 Website update — receive updates - **Clerk**

7. Cornwall Councillor report – to receive a report from Cornwall Councillor K Glasson

8. 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**

9. 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, Clerk**
- b. Playing Field committee – Update on planning application and funding - **Cllrs Dutton & Gillard**
- c. **PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**
Pursuant to Section 1(2) of the above Act and due to the confidential nature of the following business to be transacted it will be PROPOSED, SECONDED and RESOLVED that the public and press should not be present.
- d. Staffing Committee – to receive updates following the meeting and consider recommendations – **Cllr Dutton**
- e. Neighbourhood Development Plan – **Cllr Gillard, Clerk**
 - i. NDP grant application - updates
 - ii. Coordinator recruitment – to receive updates and resolve to approve associated costs

10. **To receive the financial statement of accounts for the year to date**, including forecast expenditure, budget control sheet, CIL report, internal control and to approve a schedule of payments.
11. **Parking Lease with Probus surgery** – to consider terms of lease – *All Cllrs*
12. **Off street parking order** – to consider next steps – *All Cllrs, Clerk*
13. **Village Hall car park alterations** - To consider the Village Hall proposed alterations to the car parking area and approve any associated expenditure if appropriate – *All Cllrs*
14. **Pollarding of the overgrown tree by the playing field** - to consider and approve any associated expenditure if appropriate – *All Cllrs*
15. **Replacement of bins at the playing park** – to consider and approve any associated expenditure if appropriate – *All Cllrs*
16. **Parish council's policies – to review and consider for adoption:** - *All Cllrs, Clerk*
 - a) Data Retention and Disposal policy
 - b) Inventory of data captured, stored and processes
 - c) Health and Safety policy
17. **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.
18. **To sign exclusive right of burial** -*Clerk*
19. **Future Agenda Items** - Councillors to review current list, adjust priorities and consider adding any new items to the future agendas list – *All Cllrs*
20. **The next Full Council Meeting** of The Parish Council will be held on **Wednesday, 16th October 2024** in **Probus Village Hall** at **19.00 hrs**
21. **To close the meeting.**

13th September 2024
M Roper
Clerk to the Council