

# 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, 16<sup>th</sup> October 2024** commencing at **7.00pm** for the purpose of transacting the following business:

### Prayer

1. **Apologies for Absence**
2. **Resignation of Cllr Glasson** - to acknowledge and consider the draft letter of thanks- *Cllr Gillard*
3. **Working groups and Committees** – to review existing arrangements following the resignation of Cllr Glasson – *All Cllrs*
4. **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).
5. **Public Participation (15 mins)**
6. **Minutes** - to confirm the minutes of the **Full Council Meeting of 18<sup>th</sup> September 2024**.
7. **Planning matters:**
  - a. Planning applications received:
    - [PA24/07142](#) - Elm View, Tresowga Lane, Probus, Truro, Cornwall, TR2 4LP  
Proposal to include block up 1x window, 2x doors and Install external door to back garden. Replace single glazed windows/doors to double glazing. Replace Asbestos/cement roof tiles; extend current dormer to accommodate additional bedroom and bathroom. Removal of 2x chimneys. |
    - [PA24/07399](#) - Glenvale House, Fore Street, Probus, Truro, Cornwall, TR2 4LQ  
Works to trees within a Conservation Area works include Drimys Tree - Crown thin to reduce to 50% which would leave the remaining tree 5 metres high for a 4 metre length. Rear of property is a group of apple trees thin them out to 50% |
  - b. Planning applications received after the despatch of the agenda
  - c. Planning decisions and appeals:
    - [PA24/06790](#) - St Grace Cottage Wagg Lane Probus Truro Cornwall TR2 4JX  
**Decided not to make a TPO**
    - [PA24/05110](#) - Probus School Filling Station, Fore Street, Probus, Truro, Cornwall, TR2 4LZ,  
Proposed front extension to existing shop  
**APPROVED 30 Sep 2024**
    - [PA24/05126](#) - Trelowthas Manor Farm, Probus, Truro, Cornwall, TR2 4HU  
Roofing a farmyard manure store and livestock feed area. Concrete renewal  
**APPROVED 13 Sept 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.

**8. 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 , Cllr Gillard**
- 24/183 - MUGA –terms of use and regulations –updates - **Clerk**
- 24/182 - Website update — receive updates - **Clerk**
- 24/217 - Parking Lease with Probus surgery – updates – **Cllr Peters**
- 24/220 - Pollarding of the overgrown tree by the playing field - **Clerk**

**9. Cornwall Councillor report** – to receive a report from Cornwall Councillor K Glasson

**10. Parish Council Custodian Trustee representative on the Village Hall Charity (300953).** - To identify the nominated parish council custodian trustee.

**11. Reports and feedback from local community groups/committees and organisations**

- a. Poor trust – update – **Cllr Gillard**

**12. 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 - **Cllr R Goldsworthy**
- b. Playing Field committee – Update on planning application and funding - **Cllrs Dutton**
- c. Neighbourhood Development Plan – **Cllr Gillard, Clerk**
- d. Finance Committee – to receive updates following the meeting and consider recommendations – **Cllr Gillard**

- i. **Part 1** - Report on business

***Under the 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.***

- ii. **Part 2** - Report on business carried out at the meeting on 10th Oct including plans for the budget review and precept setting process for 2025/26

**13. 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. – **Clerk**

**14. Off street parking order** – to consider next steps – **All Cllrs, Clerk**

**15. Emergency contingency plan** – to consider way forward – **All Cllrs**

**16. Replacement of bins at the playing park** – to consider and approve any associated expenditure if appropriate – **All Cllrs**

**17. Roseland & Truro Community Area** - Report back from previous meetings of the CAP & its Action Plan and how this relates to the role and work of the Parish Council. - **Cllr Gillard.**

**18. Parish council's policies – to review and consider for adoption:** - **All Cllrs, Clerk** Data Protection policy

- a) Privacy Notice
- b) Data Breach Policy
- c) Publication Scheme
- d) Emergency delegation scheme

**19. Correspondence received – Clerk**

a) Various emails circulated to members on receipt during month for information to note.

b) Correspondence to note/to consider –

**Pursuant to Section 1(2) of the Public Bodies (admission to meetings) Act 1960 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.**

i. Request for exhumation of ashes – to consider the request and implications

c) Urgent correspondence received after the despatch of the agenda.

**20. To sign exclusive right of burial -Clerk**

**21. Future Agenda Items** - Councillors to review current list, adjust priorities and consider adding any new items to the future agendas list – **All Cllrs**

**22. The next Full Council Meeting** of The Parish Council will be held on **Wednesday, 20<sup>th</sup> November 2024** in **Probus Village Hall** at **19.00 hrs**

**23. To close the meeting.**

*11<sup>th</sup> October 2024*

*M Roper*

*Clerk to the Council*