

PROBUS PARISH COUNCIL

CLERK: Maria Roper
Lee Ho, Ashdown Close, Sticker, PL26 7EU
Telephone Number: 07749 626021

11th of May 2023

TO MEMBERS OF THE COUNCIL

You are hereby summoned to attend the **Ordinary Meeting** of **Probus Parish Council** in the **Probus Village Hall** on **Wednesday, 17th of May 2023** commencing at **7.00pm** for the purpose of transacting the following business:

M Roper (Clerk to the Council)

Prayer

1. **Notice & acceptance of resignation**
2. **Election of Chairman**
3. **To receive the Chairman's Declaration of Acceptance of Office** or, if the Chairman is not present, to resolve that such Declaration be made at or before the next Ordinary Meeting of the Council.
4. **Election of Vice Chairman.**
5. **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.
6. **Parish Councillors' Declaration of Acceptance**, - to confirm Declarations received before the start of the meeting, if a Declaration has not been received and the Councillor is not present, to resolve that such Declaration be made at or before the next Ordinary Meeting of the Council.
7. **New Councillor application/s for consideration**
8. **Review membership of existing working groups and committees.**
9. **Appoint chairs of the PPC committees and working groups representatives**
10. **Notice of the Annual Parish Meeting** - Tuesday 30th May 7:00pm at Probus Village Hall
11. **Apologies for Absence**
12. **Declarations of Interest** - Register both pecuniary and non-pecuniary under the Code of Conduct (to receive a new Declaration of Interest form and declare interests on agenda items).
13. **Public Participation (15 mins)**
14. **Planning matters:**
 - a. To confirm the minutes of Planning Meeting of 19th of April 2023
 - b. Planning applications received:
 - i. [PA23/02387](#) - Land North Of Cullen View Cullen View Probus Truro Cornwall TR2 4NY - Erection of Three Detached 4 Bedroom Dwellings
 - c. Planning applications received after the dispatch of the agenda
 - d. Planning decisions and appeals
 - e. Any decisions and appeals received after the dispatch of the agenda
 - f. Correspondence before dispatch of the agenda
 - i. Objection to PA23/02387 Redkite Development Consultancy

- ii. Correspondence from Mr and Mrs Taplin ref PA23/02287
- g. Any correspondence received after the dispatch of the agenda

15. Police report

16. To confirm the minutes of the Ordinary Meeting of 19th April 2023

17. Matters arising (report only):

- a) 22/103 – Play Area chain-link fencing – update on work - **Cllr Gillard**
- b) 22/232 - Damage to Jubilee Lamp – updates– **Cllr Gillard**
- c) 22/233 – Skate ramp – sound insulation 2nd phase – new contractor and other updates – **Cllr Gillard**
- d) 22/288 – Review of Signage at the car park, parking bays, pavilion, etc - update – **Cllr Gillard, Cllr Glasson**
- e) 22/293 - Grass cutting contract – revisions and correction of the contract – updates. Publications of maps on Facebook - **Cllr Glasson, Clerk**
- f) 22/315 - Weed control – update –**Cllr Sutherland, Clerk**
- g) 23/011 - Neighbourhood Development Plan – Community engagement and communication strategy - **Cllr Gillard, Cllr Glasson**
- h) 23/029 Risk Assessments - Play Area - to note and consider any remedial works and associated expenditure. – Update on minor repair works quoted by GREENS – **Clerk**
- i) 23/032 Bin replacement at the cemetery – Updates - **Clerk**
- j) 23/077 – SLA/LMP – Updates - **Clerk**
- k) 23/055 Installation of deterrent cameras outside the public toilets – included as agenda item 26
- l) 23/074 CNP Community Levelling Presentation and Good Growth Fund – updates following the meeting with CCllr K Glasson – **CCllr Glasson, Cllr Gillard.**
- m) 23/075 – Land registration of the plot adjacent to the cemetery – updates – **Cllr Glasson, Clerk**

18. Cornwall Councillor report – Cllr Karen Glasson

19. Reports and feedback from local community groups/committees and organisations:

- Probus Coronation working group – **Cllr Gillard, Cllr Tofts**
- Probus Fun Week Committee – **Clerk & Cllr Gillard**

20. Parish Council Committees – feedback from Councillors on various committees/working groups.

- Village Hall committee – update on business & developments. **Cllrs N Glasson & R Goldsworthy**
- Playing Field committee – progress on arranging meeting with Graham Smith & development of the committee. - **Cllr Quinlan, Cllr Dutton**
- Finance Committee – Updates following dispatch of the letters regarding grant of the grants allocation.– **Clerk**

21. Confirmation of Grant award payments 2023/24 - To consider and resolve the payments to be made in respect of grant awards for 2023/24 – **Clerk & Cllr Gillard**

22. To receive the financial statement of accounts for the year to date, including forecast expenditure, budget sheet and to approve payments. – **Clerk, Locum Clerk**

23. Signatories for Cheque & on line banking – review of arrangements for on-line banking & cheque signatory following resignation of Cllr Maskill - **Clerk**

24. Assets register review – **All Cllr, Clerk**

25. Village Hall Car park – clearance of vegetation – To consider and resolve the quote and approve assoc. expenditure (if any). **All Cllrs**

26. Receipt of single CCTV quote – installation of new cameras + repair of the MUGA camera –

To consider and resolve the quote and approve any assoc. expenditure (if any) **All Cllr**

27. S106 sustainable transport scheme: Updates following the meeting with Cormac on the 28th of April 2023

- a) Square project
- b) Steps to playing field
- c) New entrance signs to the village
 - Use of the remaining S106 fund – Further considerations and developments Fairfields – Chapel St – Allotments footpath
 - Footpath signage to encourage pedestrian traffic
 - Installation of missing bus shelters on lower Fore street and Truck Hill
 - New entrance signs to the village incorporating a style of gate and welcome sign
 - Traffic calming measures
 - EV charging points

28. Grass cutting contract – review of works carried out - Clerk

29. Sign Certificates of Exclusive Rights of Burial – Burial Board

30. Correspondence received – Clerk

- a) Various emails circulated to members on receipt during month for information to note.
- b) Correspondence from the Probus Churchwarden ref Use of remaining S106 funds
- c) Urgent correspondence received after the despatch of the agenda.

31. Future Agenda Items - current list to be reviewed & priorities adjusted as necessary.

Councillors to consider adding any new items to the future agendas list - **All Cllrs**

- a) *Report on findings following revision of the Trust documents for playing field –Cllr Goldsworthy - June*
- b) *Register the plot with the Land registry ref plot next to the cemetery – July*
- c) *Make amendments to the tenancy agreement ref plot next to the cemetery -September*
- d) *Emergency Contingency Plan. To consider and resolve, to approve with any associated expenditure - September*
- e) *Renewal of the gates at the cemetery – updated quotes for replacement - October*

32. The next Full Council Meeting of The Parish Council will be the on the **21st of June 2023** in the **Probus Village Hall** at **19.00 hrs**

Additional agenda items to be submitted to the parish clerk by Friday, **9th of June 2023**

33. To close the meeting.