

PROBUS PARISH COUNCIL

CLERK: Mrs A Kendall, Foxleigh, Treviglas Lane, Probus, Truro, TR2 4LH

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10th November 2021

To members of the Council

You are hereby summoned to attend the Ordinary Meeting of Probus Parish Council at the Probus Village Hall on Wednesday 17th November 2021 commencing at 7.30pm for the purpose of transacting the following business.

...A Kendall..... A Kendall

Clerk to the Council.

Prayer

1. Apologies for Absence.
2. Declarations of Interest Register both registerable and non-registerable under the Code of Conduct (to declare interests on agenda items).
3. Public Participation (15 mins)
4. Police report.
5. To confirm the minutes of the Ordinary meeting of 20th October & Extra-ordinary meeting of 29th October 2021
6. Matters arising (report only)
 - a) 21/137- Holy well -update on seat.
 - b) 21/196- Jubilee Gardens, contractor instructed to complete, scheduled November/December.
 - c) 21/214b – Bank Signatory form submitted to Lloyds.
 - d) 21/223- Oak tree- arriving 12th November, to be cared for by resident until planting during National Tree Week.
 - e) 21/224- Christmas Tree- Mr Keam has been informed the budget is £250 including the tree, he is organising the collection and decorating etc.
 - f) 21/225- Concrete plinth removal; Contractor instructed; waiting for the field to be drier before attempting to take a vehicle across.
7. Cornwall Councillor's report to Council.
8. Finance.
 - a) To receive the financial statement of accounts for the year to date, budget sheet and to approve payments.
 - b) People's Climate Festival- request for grant between £50-£100, to consider and resolve, to approve assoc. expenditure (if any).
 - c) Internal Control- report from Cllr Dalton on recent Internal Control checks.
9. To confirm the minutes of the Finance Committee and to consider & approve recommendations.

Recommendations:

All fees increase by 3.5%; MUGA, car park & Cemetery. Cemetery fees attached as Appendix 1.

Confidential staffing salaries (as circulated with meeting papers)

Precept set at £53,427.71.

Ear-marked reserves set at £57,626.19.

10. Village Hall report- update from Village Hall representative; to consider & resolve ear-marked reallocation of £5,000 for Village Hall.
11. Playing Field- update from Playing Field representatives.
12. Risk Assessments- Play Area to note Risk Assessment, to approve assoc. expenditure (if any), to update on chain link fence repair.
13. Staffing Committee- to consider & resolve Terms of Reference, and any other matters as appropriate before Committee meeting on 18th November to review Job Applications.
14. Disciplinary Procedure & Grievance Procedure- to review and approve.
15. Fencing Play Area- to receive quote for chainlink fence repair, as resolved at the previous meeting, and to review along with existing quotes, to consider and resolve, to approve assoc. expenditure (if any).
16. S106 Sustainable Transport- update report.
17. Green Working Party (PEAT) – update on progress of Churchyard.
18. Skate ramp- to consider quotes from consultants to produce a noise report, (if available) to consider next actions and approve assoc. expenditure (if any).
19. Facebook- to consider deferring until new Clerk in post.
20. Play Area- letter from a Play Inspector, members to consider and resolve.
21. Fireproof document safe- to consider and resolve, and to approve any assoc. expenditure (if any).
22. Pavement weeds- members to consider and resolve for 2022/23, to approve assoc. expenditure (if any).
23. Platinum Jubilee- to consider Parish Council funding/purchasing Commemorative Medal, to either grant to School or local group or purchase and distribute, to approve assoc. expenditure.
24. Correspondence before despatch of the Agenda.
 - a. Various emails circulated to members on receipt during month for information, to note.
 - b. *Urgent* correspondence received after the despatch of the agenda.
25. Items for the future Agendas.
 - Trewithen meeting- 1 footpath plus land.
 - Porta-cabin review of use (December agenda)
 - Jubilee Lamp & well pumps (January agenda/ re-painting scheduled weather permitting).
 - Tregony View Open Space (end of 2022)
 - NDP- when appropriate
 - Consider planting trees in Play Area
26. The next Full Council Meeting of The Parish Council will be the Ordinary Meeting on 8th December 2021 Probus Village Hall at 7.30pm.