

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 the **Probus Village Hall** on **Wednesday, 21st of June 2023** commencing at **7.00pm** for the purpose of transacting the following business:

M Roper (Clerk to the Council)

Prayer

1. **Apologies for Absence** – to receive and consider for approval.
2. **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).
3. **Consider and resolve, if appropriate, to appoint vice-chair of the council.**
4. **Review membership of existing working groups and committees.**
5. **Appoint chairs of the PPC committees and working groups representatives**
6. **Change the day of the monthly Parish meeting to Thursday** – Consider and resolve, if appropriate, to change the day of the monthly parish meeting to Thursday, commencing July 2023 – **All Cllrs**
7. **Public Participation (15 mins)**
8. **Planning matters:**
 - a. To confirm the minutes of Planning Meeting of 19th of April 2023
 - b. Planning applications received:
 - 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
 - g. Any correspondence received after the dispatch of the agenda
9. **Police report**
10. **To confirm the minutes of the Annual General Meeting of 17th May 2023**
11. **Reports from Clerk and Councillors on previously resolved agenda items:**
 - a) 22/288 – Review of Signage at the car park, parking bays, pavilion, etc - update – **Cllr Gillard, Cllr Glasson**
 - b) 23/103 Signatories for Cheque & online banking – adding Clerk to the bank mandate - **Clerk**
 - c) 23/104 Assets register review – Updates. **Clerk**
 - d) 23/105 Village Hall Car Park – clearance of vegetation – Updates. **Cllr Glasson**
 - e) 23/106 Installation of new CCTV cameras + repair of the MUGA camera – updates **Cllr Glasson**
12. **Cornwall Councillor report – Cllr Karen Glasson**
13. **Reports and feedback from local community groups/committees and organisations:**
 - Probus Fun Week Committee – updates following the meeting with organisers **Cllr Gillard**
14. **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 development of the committee. - *Cllr Quinlan, Cllr Dutton*
15. **Grant awards 2023/24** - To consider and resolve to approve, if appropriate, grant payment to Probus Fun week –*Cllr Gillard*
 16. **To receive the financial statement of accounts for the year to date**, including forecast expenditure, budget sheet and to approve payments. – *Clerk*
 17. **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
 18. **CIL receipts** – Receive report on CIL receipts thus far. Consider and resolve to approve, if appropriate, report for the fiscal year 2022/23 for Cornwall Council– *Clerk, All Cllrs*
 19. **Request for funding from community resident** - Consider and resolve to approve, if appropriate, proposals and associated expenditure, if any, as put forward by a resident – letter ref *Request for PCC financial support for additional village defib* dd.14/06/2023 – *All Cllrs*
 20. **Damage to Jubilee Lamp** – updates– *Cllr Gillard*
 21. **Report on findings following revision of the Trust documents for playing field** –*Cllr Goldsworthy*
 22. **Weed control** – review effectiveness of weed control measures and consider adjustments as necessary – *All Cllrs, Clerk*
 23. **Risk Assessments - Play Area** – Receive updates following RoSPA inspection and approve any associated costs for the remedial works if any – *All Cllrs, Clerk*
 24. **Grass cutting contract – review of works carried out** – Receive updates and resolve any action if required. – *All Cllrs, Clerk*
 25. **Repair/replacement of the gate and fencing at the paly area** – Consider and resolve to repair or replace the fencing.
 26. **S106 sustainable transport scheme:** Review and updates
 - a) Square project
 - b) Steps to playing field
 - c) New entrance signs to the village
 - d) Use of the remaining S106 fund – Further considerations and developments
 - Footpath signage to encourage pedestrian traffic
 - Installation of bus shelters on lower Fore street and Truck Hill
 - Churchyard footpaths
 27. **Sign Certificates of Exclusive Rights of Burial** – *Burial Board*
 28. **Consider changing the day of the monthly council meeting to Thursday** – *All Cllrs*
 29. **Correspondence received** – *Clerk*
 - a) Various emails circulated to members on receipt during month for information to note.
 - b) Correspondence from the Probus Churchwarden ref additional cut at the churchyard
 - c) Urgent correspondence received after the despatch of the agenda.
 30. **Future Agenda Items** - current list to be reviewed & priorities adjusted as necessary. Councillors to review current list and consider adding any new items to the future agendas list – *All Cllrs*
 31. **The next Full Council Meeting** of The Parish Council to be confirmed in the **Probus Village Hall** at **19.00 hrs**
 32. To close the meeting.

14th of May 2023