

PROBUS PARISH COUNCIL

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Minutes of **the Ordinary** Meeting of **Probus Parish Council** held on **Wednesday 15th April 2026** in **Probus Village Hall** at commencing at 19:00 for the purpose of transacting the following business.

Members Present:

Cllr N Gillard (Chair), Cllr Ivan Myles; Cllr J Burr; Cllr J Vincent; Cllr W O'Callaghan; Cllr J Faull.

Also attending: Adrian Webster (locum parish) Clerk and Joathan Keam

A short prayer was spoken by the Chair all present were welcomed to the meeting.

26/048 Apologies for Absence:

Cllr Ian Peters offered his apologies, as did Cllr Karen Glasson. No apologies were received from Cllr Dutton.

Cllr Gillard **Proposed** that the apologies be accepted. **Seconded** by Cllr Faull, **Carried**

26/049 Declarations of Interest –

Register to declare interests on agenda items (both pecuniary and non-pecuniary) interests under the Code of Conduct) and issue dispensations if necessary.

Cllr Gillard declared an interest as a member of the Playing Field Committee.

26/050 Public Participation (15 Mins)

Mr Keam spoke about the Christmas Tree arrangements for the village each year which are supported by the parish council. Last Christmas the tree lights needed replacing along with a circuit breaker. These were purchased and as part of the costs met by the parish council lights and confirmed that an invoice will be submitted to the council to be met from the budget for 2025/26. Mr Keam also mentioned that a light on the side of the village hall needs a bulb and that road signs identifying turning spaces at Carne View Road and Gwel an Nans are bent over and in need of repair.

ACTION: It was resolved that the **Clerk** will contact Cornwall Council attends to this as soon as possible.

26/051 Minutes of the ordinary council meeting 19th March 2026:

To confirm the Minutes of the Full Council Meeting on 19th March 2026. Cllr Myles **Proposed** they be accepted, **Seconded** by Cllr Burr, **Carried** unanimous.

26/052 Planning Applications Received.

PA26/02159 Charmon-Hurst, Fore St. Non material amendments in relation to decision notice PA25/05229. Council agreed to support the proposed amendments.

Proposed by Cllr Gillard to support the application, **seconded** by Cllr Burr, and **Carried** unanimous.

26/053 Reports from the Clerk and Councillors on previously resolved Agenda items

- a. Edging Stones at MUGA These have been replaced apart from a gap at the end due to the stones being shorter than anticipated. The contractor has ordered additional stones and will complete the job at the earliest convenience.

ACTION: Clerk to monitor and ensure completion.

- b. Progress report on memorials assessed as unsafe at Probus Cemetery. Following an article in Probus News four responses have been forthcoming from relatives who are willing to pay towards the re-instatement and repair.

ACTION: Clerk to produce a report on the matter for Council to consider and resolve on 20th May 2026.

- c. Fence behind wire mesh fence. Mr Breary has removed his part of the fence, thereby enabling works to repair the council's wire mesh fence. The resident at Claremount cottage needs to be approached as regards her part of the fence.

ACTION: Clerk to arrange a visit to discuss and identify if assistance is required.

26/054 Cornwall Councillor Report

No formal report. An update on general issues was sent by e mail.

26/055 Asset Management.

- a. Repairs to Portacabin Roof: This has now been completed to a good standard.

- b. Skate Ramp condition report: Three quotes have been received from different providers/contractors:

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A report was circulated setting out a focussed comparison of the three quotes/options. The quotes from each are for full replacement and the costs are broadly the same being approx. £35,000 - £40,000.

The current position is that the skate ramp that is closed, fenced off, and the damaged components identified and waiting to be disposed of.

A report was circulated to members setting out an overview of the Play Area, its management, the history of the skate ramp installation and key considerations for

the council in determining its future. In conclusion it was noted that skate ramp has provided recreational value since 2009 and that it has also :

- generated ongoing management challenges
- required repeated financial investment for maintenance, repairs and noise reduction measures
- created tension with nearby residents
- attracted users beyond its intended demographic

Discussion took place as to the way forward, and whether to pause any immediate decision to repair the ramp, and review the feasibility of retaining a like for like skate ramp or to replace it with age appropriate play equipment. The following proposals were put forward:

That one of the skate ramp providers be contacted to ascertain the worth of the ramp in its state of disrepair with a view to it being removed from site

Proposed by Cllr Faull, **Seconded** by Cllr Myles and **Carried** unanimous

In the event of there being no interest in the ramp as second hand, then to clear the site and remove the remaining structures from site and storing anything that can be saved and salvageable and continue to find an interested party to purchase the frame or donate it to another organisation. Also to determine if there is a temporary storage facility available within Probus

Proposed by Cllr Gillard and **Seconded** by Cllr Faull, **Carried** unanimous

ACTION: Further research is needed to determine what other age appropriate play equipment could be installed, including an age appropriate skate ramp. Clerk & Chair.

- c. **Signage Arrangements:** The Off Street Parking now approved and ready for implementation. The order cannot be applied until the correct signage is in place at the village hall and playing field/MUGA car parks. A report was circulated setting out the proposed, required signage along with a quote from "Contract Sign Systems" based in Redruth.

Cllr Gillard **Proposed** that the quote for £1596.83 excl VAT be accepted and signage be ordered subject to a small reduction in the number of signs required (thereby a lower final cost) and subject to confirming final wording on the "terms & conditions" for use of the car parks. Cllr Faull **Seconded** and **Carried** unanimous

- d. **Play area – Risk Assessment.** Greens Ltd supplied the monthly risk assessment which identified maintenance work and repairs needed to different pieces of play equipment.

ACTION : **Clerk** to contact Greens Ltd to obtain a quote re the remedial works needed.

26/056 Finance

- a. The schedule of payments for April was presented to the meeting. Cllr Myles **Proposed** that this be approved, **Seconded by** Cllr Faull, **Carried** unanimous.
- b. The year end income report was presented and accepted
- c. The year end expenditure report was presented. It was noted that recorded underspend at the time of receiving the report would be reduced due to invoices yet to be received for the financial year 2025/26 .
- d. The year end CIL statement and annual report were presented and accepted. It was noted that part of the balance (£1,006.20) in CIL funds is required to be spent by 1/04/27
- e. The year end report on earmarked reserves was presented and accepted.
- f. The bank reconciliation report was received.
- g. A report on the proposed earmarked reserves for 2026/27 was circulated. Discussion took place over the items & associated works identified in the report. Cllr Gillard **proposed** that the council adopt the earmarked reserves plan which leaves the parish council with an available, unallocated year end bank balance of £7,516.67 before the receipt of income for the financial year 2026/27. **Seconded by** Cllr Faull – unanimous

26/057 Policies / Terms of Reference

Draft policies on “Information Technology” and “Freedom of Information” had been circulated prior to the meeting. These policies are a requirement in order that the council complies with “Assertion 10” regulations which are being introduced and will form part of the AGAR assessment & report for 2025/26.

Cllr Gillard **proposed** that Councillors review the policies in detail after the meeting and forward any comments to the Clerk by Friday 8th May. Any required amendments and/or associated training needs for Cllrs and/or the Clerk will be identified made prior to the council meeting on 20th May with a view to both policies being formally adopted. **Seconded** Cllr **carried** unanimous.

26/058 Reports and Feedback from Outside Bodies.

- a. Playing Field Committee – The report was unavailable due to time constraints. Cllr Gillard reported that work was underway with a planning consultant on preparing a Pre Application enquiry to Cornwall Council on use of the land at Resparveth Farm as a recreation Ground.
- b. Village Hall Committee – No report available as PVH committee meeting is being held at the same time as this council meeting.
- c. Roseland & Truro Community Area Partnership – The agenda for this meeting had been circulated and the meeting held yesterday evening. Cllr Gillard attended and provided feedback.

26/059 Public Bodies Admissions to meetings Act 1960

Cllr Gillard **proposed** that due to the confidential nature of the following agenda item that the public, press and anyone with a declared interest should not be present. **Seconded** Cllr

Mr Adrian Webster left the meeting due to a declared interest.

26/060 Recruitment to the position of Clerk/RFO

[REDACTED]

26/061 Correspondence to Note or Consider

- a. E mails circulated to members on receipt for information to note - NONE
- b. Correspondence received before dispatch of the agenda - NONE
- c. Urgent correspondence received after dispatch of the agenda:

Public Realm Improvement and Re-introduction of Weed Treatment Letter from Cornwall Council.

A detailed letter and extensive supporting information from Cornwall Council has been included in the agenda pack & circulated to Cllrs. There is an opt out agreement for parish & town councils to consider and early indication response form to be returned by 20th April (tomorrow). Due to the short notice of the proposed chem to re-introduce weed treatment it is very unlikely that all parish councils will have held a "council meeting" to consider and pass a resolution on the matter.

Cllr Gillard **proposed** that, in line with discussions held at the Roseland & Truro CAP meeting held yesterday that the parish council respond, via the CAP to Cornwall Council stating that it is not in a position to pass a resolution on the matter at this time. **Seconded** Cllr**carried** unanimous. It is expected there will be further communication from Cornwall Council on the project.

26/062 Future Agenda Items

The list of future agenda items was circulated in the agenda pack. Cllrs were reminded to send in any agenda items to the Clerk.

26/063 Diary Dates

Parish Council annual meeting Wednesday 20th May – Probus Village Hall

Annual Parish meeting Tuesday 26th May – Probus Village Hall

26/064 The meeting closed at 09:45pm