

PROBUS PARISH COUNCIL

Mr Ivan Myles, Clerk/RFO
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TO MEMBERS OF THE COUNCIL

You are hereby summoned to attend the **Ordinary Meeting** of **Probus Parish Council** in **Probus Village Hall, Committee Room** on **Wednesday 17th June 2026** commencing at **7.00pm** for the purpose of transacting the following business:

Prayer

26/096 Apologies for Absence

26/097 Co-option of Parish Councillors – Four vacancies were recorded at the annual meeting on 20th May 2026. To consider any co-option applications and resolve to co-opt and receive signed declaration/s of interests as appropriate.

26/098 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

26/099 Public Participation (15 mins)

26/100 Minutes - To confirm the minutes of the Full Council Meeting on 20th May 2026

26/101 Review/confirmation of appointment to the role of 'proper/responsible financial officer' to the parish council.

To consider the continued appointment of Mr Ivan Myles as temporary 'proper/responsible financial officer to the council.

26/102 PLANNING MATTERS:

a. Planning Applications Received -

[PA26/03000](#) Replacement dwelling. Hill House Wagg Lane Probus Truro Cornwall TR2 4JX

[PA26/03541](#) Construction of a rear/side extension to the ground floor and a first floor extension. 3 Lewman Road Probus Truro Cornwall TR2 4LL

[PA26/03381](#) Works to trees subject to a Tree Preservation Order - felling of T1 (Monterey Pine), felling of T2 (Pine) and felling of Group 1 a row of 4 suppressed broadleaf species

[PA26/03270](#) Works to Tree within a Conservation Area (TCA) - Pittosporum - Full removal.1

[PA26/02965](#) Covered wash area, 1no. detached spray booth and extension of existing building comprised of 2no. spray booths. 2K Coachworks Workshop Resparveth

Farm Grampound Road Truro Cornwall TR2 4EF

- b. Planning Applications Received after dispatch of the agenda**
- c. Planning Decisions and Appeals**
[PA25/03940](#) Land North of Fore Street Fore Street Probus Cornwall TR2 4LY. Application for Permission in Principle for residential development of 9 dwellings
- d. Planning Decisions and Appeals Received After Dispatch of Agenda**
- e. Correspondence before dispatch of the agenda**
- f. Any correspondence received after the dispatch of the agenda.**

26/103 Reports from the Clerk and Councillors on previously resolved Agenda Items

26/050 Reporting missing signs & unreadable signs – Gwel An Nans , carne View reference no's W262178474/5/6

26/053 b. Unsafe memorials at Probus Cemetery – Agenda item with update 26/083

26/053 c. Fence behind removed wire fencing – visit to neighbour/s – Update

26/055 Skate Ramp Repair – AGENDA

26/055 Play Area – Risk assessment – AGENDA

26/084 WW1 Rolls of service – Update on action

26/104 Cornwall Councillor Report To receive a Report from Cornwall Councillor K Glasson

26/105 Probus Village Hall To receive a report from Probus Village Hall Committee on

- a.** PVH application for CIL funding for improvements to the Village Hall – presentation on progress with the bid
- b.** Use of the portacabin. To determine the current position regarding use of the facility by the parish council and explore what a future arrangement for shared use/availability for hire might look like, including ongoing works (external & internal), facilities management, and sharing of utilities costs.

26/106 Finance

To receive the financial statement of accounts for the year to date, including forecast expenditure **Clerk**

- a.** Schedule payments – to consider and approve payments for financial period to date – *agenda pack*
- b.** Income report - *agenda pack*
- c.** Expenditure report – *agenda pack*

To receive and review the approved Earmarked Reserves statement - *agenda pack*

26/107 End of year accounts & Annual Governance and Accountability Return forms, Review and resolve to approve and sign as appropriate:

- a.** Conflict of interest with BDO LLP. To confirm there is no conflict of interest in the appointment of BDO LLP.
- b.** Annual Internal Audit Report 2025/26. To receive and note the Annual Internal Audit Report

for 2025/26 and resolve any actions arising.

- c. Annual Governance Statement 2025/26. To consider the Annual Governance Statement and resolve to adopt it.
- d. Year-End Accounts 2025/26
To consider and, if satisfied, resolve to adopt the final year-end accounts for 2025/26 as presented.
- e. Accounting Statements 2025/26. To consider the accounting statements. To resolve to approve the accounting statements.
To witness the presiding Chairman signing and dating the accounting statements.
- f. Public Right of Inspection. To formally note that the period for the exercise of public rights will run from [start date] to [end date] inclusive (30 working days and including the first ten working days of July). The Responsible Finance Officer will publish the Notice of Public Rights together with Sections 1 and 2 of the AGAR at least 24 hours before the inspection period commences.

26/108 Asset Management

- a) **Play Area Risk Assessment – ROSPA & Greens Ltd** reports from both organisations have been issued previously to all Cllrs to review and consider.
Based on the reports council is required to consider and establish a programme of repair/maintenance along with any necessary expenditure.
- b) **Skate Ramp – Report** – to receive a briefing report describing the current position, outstanding actions and proposed actions required to enable council to decide on the replacement or otherwise of the damaged skate ramp.
- c) **Signage arrangements for car parks** – update on progress.
- d) **Cemetery Improvement Plan** - To receive a briefing report setting out the key stages and objectives for improvement works to the cemetery at Ladock Rd. To consider and resolve to approve any actions and any associated necessary expenditure.

26/109 Unsafe Memorials at Probus Cemetery

June 17th – Briefing report in agenda pack

To review the options set out in the report, consider actions and any necessary expenditure.

26/110 Grass Cutting Contract 2026-29.

To receive a briefing report on activity, reports and progress.
To consider and approve arrangements for a formal review meeting with the appointed contractor.

26/111 Reports and feedback from outside bodies, local community groups/committees and organisations

to receive any reports/minutes to and consider recommendations:

- a) Report from the Playing Field Committee
- b) Report from the Village Hall committee
- c) Report from the Roseland & Truro Community Area Partnership

26/112 CORRESPONDENCE - TO NOTE OR CONSIDER

- a. Various emails circulated to members on receipt for information to note.
- b. Correspondence received before the dispatch of agenda-
- c. Urgent correspondence received after the dispatch of the agenda.

26/113 Future Agenda Items - Review current list, adjust priorities and consider adding any new items to the future agendas list. **To consider & make recommendations. All Cllrs**

26/114 Diary dates:

- a) Parish Council meetings:
Wednesday 15th July
Wednesday 16th September

26/115 To Close the meeting

*Ivan Myles
Proper Officer/RFO
Probus Parish Council*