PROBUS PARISH COUNCIL

Mr Ivan Myles, Clerk/RFO
6 Kew Wav, Probus, TR2 4FN
clerk@probusparishcouncil.gov.uk
Telephone Number: 07749 626021

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 18th November 2026** commencing at **7.00pm** for the purpose of transacting the following business:

Prayer

26/174 Apologies for Absence

26/175 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

26/176 Public Participation (15 mins)

26/177 Minutes from previous meetings –

To confirm the minutes of the Full Council Extraordinary Meeting on 14th October 2026
To confirm the minutes of the Full Council Ordinary Meeting on 21st October 2026

26/178 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.

26/179 PLANNING MATTERS:

a. **Planning Applications Received -**
PA26/06961 53 Fairfields Probus Truro Cornwall TR2 4FG. Installation of conservatory on the side of the property.

b. **Planning Applications Received after dispatch of the agenda**

c. **Planning Decisions and Appeals**
PA26/07362 Trelowthas HouseProbusTruroCornwallTR2 4HU. Prior notification of agricultural or forestry development for: Provision of a general purpose agricultural building to provide machinery, implement and fodder storage. **Prior approval not req'd**
PA26/05832 Lamprobus, Tregony Road, Probus Truro Cornwall TR2 4JS Demolition of existing garage and outbuilding, to form a new garden room, improved parking area and associated garden landscaping. **Approved.**

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**.

26/180 Reports from the Clerk and Councillors on previously resolved Agenda Items

26/108 a Play Area repairs & maintenance - **Clerk**
26/108 c Signage for Parish Council car Parks – **Cllr Gillard**
26/139 b Skate ramp disposal update – **Clerk & Cllr Gillard**
26/139 c Cemetery improvement plan update – **Cllr Gillard**
26/140 b Play Area Equipment replacement & Engagement update – **Cllrs Lobb & Cope**

26/181 Cornwall Councillor Report To receive a Report from Cornwall Councillor K Glasson

26/182 Finance

To receive a report from the finance committee meeting of 14th Oct and ratify any decisions & resolution from the meeting. **Chair – finance committee**

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

a. Income report - *agenda pack*
b. Expenditure report – *agenda pack*
c. Earmarked Reserves statement & update - *agenda pack*
d. Schedule of payments – to consider and approve payments for financial period to date – *agenda pack*

26/183 Asset Management

a) MUGA repairs to kick board & perimeter fence

The receive & consider quotes for works carry out repairs and approve any necessary expenditure.

b) Use of parish council portacabin as designated parish office.

To consider arrangements for meeting running costs in respect of utilities and other maintenance costs and determine a response to correspondence from the Village Hall committee's proposal.

To consider publicising the designation of the parish council office and regular times of occupation and being "open" for residents to call in with any queries.

26/184 Policies – Neighbourhood Priorities

To consider the parish council's position regarding its project to produce "Neighbourhood Priorities Statements" as part of the earlier project managed by Cornwall Council's Neighbourhood planning Team.

To discuss & identify and propose actions for continuing with this project either with support from the Neighbourhood Planning Team or independently as the parish council

26/185 Policies – Review Schedule

To consider the policies table, scheduled reviews and any necessary amendments.

26/186 Risk Assessments.

To receive a report on the initial update/check on the parish council risk assessments and approve any actions & associated expenditure. **Clerk & Cllr Peters**

26/187 Reports and feedback from outside bodies, local community groups/committees and organisations to receive any reports/minutes and consider any recommendations:

a) Report from the Playing Field Association – **Receipt of annual statement of accounts**
b) Report from the Village Hall committee – **Update**
c) Roseland & Truro Community Area Partnership – **Papers from last meeting circulated**

26/188 <u>CORRESPONDENCE - TO NOTE OR CONSIDER</u>

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

26/189 <u>PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960</u>

Pursuant to Section 1(2) of the above Act and due to the confidential nature of the following business to be transacted it will be PROPOSED, SECONDED and RESOLVED that the public and press should not be present.

26/190 <u>STAFFING MATTERS</u>

To receive a report and the minutes from the staffing committee meeting of 4th November 2026
To receive a report on the recruitment process for the post of Clerk/RFO and approve any necessary actions & expenditure.

26/191 <u>Future Agenda Items</u> - Review current list, adjust priorities and consider adding any new items to the future agendas list. **To consider & make recommendations. All Cllrs**

26/192 <u>Diary dates</u>:

a) **<u>Parish Council meetings</u>**:
Wednesday 16th December
b) **<u>Finance Committee meetings</u>**:
Wednesday 23rd December
c) **<u>Staffing Committee meeting/s</u>:**
to be confirmed

26/193 <u>To Close the meeting</u>

Ivan Myles
Proper Officer/RFO
Probus Parish Council