



**NOTICE AND AGENDA OF THE SECONDARY COUNCIL MEETING
TO BE HELD IN PORT ISAAC SCHOOL
MONDAY, 24th JULY 2017 @ 7pm**

Members of the public and press are invited to attend this meeting of the Council.

Minute	AGENDA ITEMS	Action
	<u>Chairman's Welcome and Public Forum</u> – members of the public may address the Council prior to the commencement of the Meeting.	
152/2017	<u>Apologies for Absence</u> –	
153/2017	<u>Members' Declarations</u> – <ol style="list-style-type: none"> a. <i>Registerable Declarations of Interests</i> – Members must declare an interest, which has been declared on their Register of Financial Interests form, relevant to the agenda. b. <i>Non-registerable interest</i> – Members must declare non-registerable interests at the start of the meeting or whenever the interest becomes apparent. c. <i>Declaration of Gifts</i> – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds. d. <i>Dispensations</i> – Members to consider any requests for dispensations. 	
154/2017	<u>New Road Shop</u> – <ol style="list-style-type: none"> a. <i>Building Works</i> – Minute 127a/2017. Members to receive an update, to include: <ol style="list-style-type: none"> i. Verbal report as to the commencement of the 6-month trial period for new bin storage area. NOTE – CC had insisted on a formal licence agreement for their use of this space. Mr Daniel Sproull instructed to act in this matter. ii. Verbal report regarding the signing off of the building work, to include provision of a door cill; the electricity supply and fire proofing. NOTE – Mr Phil Burnard had been asked to fit a meter for the shop. b. <i>Shop</i> – Members to receive an update: <ol style="list-style-type: none"> i. <u>Shop Lease</u> – the lease with Mr Phil Tidey had been signed w.e.f. 1st July. ii. <u>Provision of PO Services</u> – ongoing. 	
155/2017	<u>Playing Field</u> – <ol style="list-style-type: none"> a. <i>Toilets / Kiosk / Shelter</i> – Minute 128a/2017 refers. Members to receive an update. NOTE – Ward Williams Associates had previously provided detailed build costings based on the plan. b. <i>Play Equipment</i> – Members to receive an update. 	Cllr. Raynor

	<p>c. <i>H&S Inspections</i> – Members to consider the operational inspection records for the play equipment from Cormac.</p> <p>d. <i>Fencing</i> – Minute 128d/2017 refers. Members to receive an update regarding provision of a sign warning acts of vandalism will be prosecuted.</p>	
156/2017	<p><u>Public Conveniences</u> –</p> <p>a. <i>New Road WCs</i> –</p> <p>i. <u>WC Sign</u> – Minute 146g/2017 refers. Members to consider a suitable location for a sign indicating the way to the New Road WCs. Deferred from the July Full Council Meeting.</p> <p>ii. <u>Any Issues</u> –</p> <p>b. <i>Roscarrock WCs</i> – Members to receive and consider the previous quarter's running costs and income.</p>	Clerk
157/2017	<p><u>Cemetery</u> –</p> <p>a. <i>Any Issues</i> –</p>	
158/2017	<p><u>Public Rights of Way (PROW)</u> –</p> <p>a. <i>Benches on CC Land</i> – Minute 131a/2017 refers. Members to consider any response from CC regarding responsibility for the benches sited on their land.</p> <p>b. <i>Any Other Issues</i> –</p>	
159/2017	<p><u>Car Park Matters</u> –</p> <p>a. <i>Any Issues</i> –</p>	
160/2017	<p><u>Financial Matters</u> –</p> <p>a. <i>2016/17 Internal Audit</i> – Minute 133a/2017 refers. Members to receive an update:</p> <p>i. <u>Financial Regulations</u> – the Clerk had incorporated the figures into the NALC Model Financial Regulations, where appropriate.</p> <p>b. <i>VAT Advice</i> – Members to consider the response from C.K. Beavers Ltd., previously circulated via email.</p> <p>c. <i>Banking Charges</i> – Members to receive an update.</p> <p>d. <i>Budget Monitor</i> – Minute 147a/2017 refers. Members to consider revisions to the Budget Monitor, to meet Cllr. McCormick's request for clarification on the year-end financial forecast against the budget and expense figures compared to budget.</p>	Cllr. Raynor
161/2017	<p><u>Date of Next Meeting</u> –</p> <p>a. Full Council meeting – 14th August 2017;</p> <p>b. Secondary Council Meeting – Tuesday, 29th August 2017. Apologies from the Clerk, who will be on leave.</p>	
162/2017	<p><u>Meeting Closed</u> –</p>	

Signature: (Mrs Gillian Thompson)
Parish Clerk

Date: 14th July 2017

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