

Finance and Car Park Committee Meeting

Held 23 September 2013

Church Rooms, Port Isaac

Present : Cllr M Coles (Ch)

Cllr M Bell

Cllr D Philp

Cllr D Raynor

Also Present : Mrs E M Banfield (Parish Clerk)

1.	Housekeeping : Cllr Coles reminded those present of Emergency Procedures, location of WC's and that there were no local hazards.	
2.	Apologies for Absence : None – all present	
3.	Declarations of Interest : None	
4.	Public Forum : None present	
5.	Grant Applications : Royal British Legion Having received a written application from the local branch, Members agreed the same grant be given as last year (£300). So proposed Cllr Bell Seconded Cllr Philp	Recommended
6.	Payment to PDP Green: Cllr Coles pointed out that the explanation of what the invoice submitted was for is still outstanding. (Ed Crossley Cert 4 and Final Account to be examined) Members discussed where the problems lay and Cllr Bell told Members he would contact the Company to have them address these matters, noting that the breakdown on the last invoice was not shown, hopefully drawing the business to a satisfactory close. The Clerk confirmed that although a cheque had been written out, she had not posted it, in accordance with Council wishes. The invoice has been crossed with 'hold'.	
7.	VOA Business Rates : Cllr Bell told members that he had received notification that an Officer had been appointed to this matter. Cllr Bell explained he is waiting to have a meeting with the Officer, date yet to be confirmed, before a figure is estimated and entered onto the rating list.	
8.	Parking Places Order : Having been given Executive Powers by the Council at the meeting of 9 September (Minute Number 108/13) Members discussed some outstanding matters in the document which had been circulated to all members of the Council previously, before agreeing that the PPO was ready for submission to County Council. RESOLVED in accordance with the Council's Directions , that the Parking Places Order be submitted to Cornwall Council for approval So Proposed Cllr Philp and seconded by Cllr Bell	To be RATIFIED next Council Meeting
9.	Car Park : Outstanding snagging <ul style="list-style-type: none">Litter picking – this is an ongoing problem as it appears this service is	

	<p>charged at £35 per visit. No Recommendation to resolve the problem.</p> <ul style="list-style-type: none"> • Bins are not being emptied. There are three which are adequate if emptied regularly. • Dropped Kerbs : Members recalled the intention for these kerbs was to facilitate use of steps which were not then built. It was an oversight that they should have been taken out of the scheme. The posts put in the 'spaces' had proved successful and will be left in place until at least the seeding/planting is completed. The situation will be reviewed after that • Weeding/Hydra Seeding : Begins tomorrow. Cormac has been asked for a price for wild flower seed, the cost should be available at the next Council Meeting. Cllr Philp queried the use of wild flowers but was advised that the Council had approved the minutes, recommendations and decisions at the last meeting and prices, at least, would be obtained. • Bay Markers : It was noted that these are becoming less visible as time goes on and whilst Members acknowledged that other work to mark the bays may need to be done, the situation would be monitored for now. Cllr Philp noted that the surface would need to be weed sprayed at some point. 	
10.	Budgets/Precept 2014/15 : Copies of the budget figures to date were circulated to Members who were asked to look at them in time for the next Finance Meeting when figures, projects and forward planning would be discussed.	Next Agenda
11.	<p>Financial Risk Assessments and Policies : Copies of the current document which appears to have been accumulated over the years and newer models from SLCC were circulated to Members to be perused prior to the next meeting when this item would be placed on the agenda for full discussion.</p> <p>The regular inspection of play equipment was raised and discussed. It was agreed such inspections needed to be carried out by professionals. The Clerk was asked to obtain costs and report back to the Committee.</p>	<p>Next Agenda</p> <p>Clerk</p>
12.	Terms of Reference : No changes since the last meeting when the Finance and Car Park Committees were merged.	
13.	<p>Next Agenda :</p> <ul style="list-style-type: none"> • Budgets • Risk Assessments and Playing Field inspection costs • VOA Report • PDP Green Invoice and account • Ed Crossley and Associates – Interim Cert 4 and Final Account 	
14.	Correspondence : RBS Rialtas costs Orange DD notification	Noted Noted
15.	Date of Next Committee Meeting : 30 October 2013 at 7pm same venue.	Cllr Bell to notify key holder

Signed :

Date :