

St Endellion Parish Council

Finance and Car Park Committee Meeting

Held 30 October 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)
Cllr R Manders (P/T NCM)
Cllr A Penny (P/T NCM)

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 : Golden Circle Having received a written application from the organisation Members considered that in view of no grant be given last year, a grant of £200 be given this year. So proposed Cllr Bell Seconded Cllr Raynor	Recommended
6.	Payment to PDP Green: Cllr Bell told Members that a schedule of accounts from this company had not helped matters. There is still a question regarding the supervision of works figure. The original e mail from PDP Green had stated a fixed fee for this work, the adjustment to figures is still awaited. S278 work must be listed separately and until it is, the invoice will not be paid.	Cllr Bell
7.	VOA Business Rates : Cllr Bell advised that a Rateable Value for the Car Park had been received but he was not satisfied that the whole situation had been viewed in full, given the location, seasonal use etc. Negotiations continue.	Cllr Bell
8.	Parking Places Order : Mrs Banfield told Members that to date no legal objections had been received regarding the making of this Order. One letter from a member of the public had been received but it was more to do with the enforcement of the Car Park rather than the Order itself. Cllr Coles read the letter to Members who agreed it was not objecting to the Order per se. despite being headed 'Parking Places Order'. The advertisement had stated the Order will be 'Made' on 1 December when the new signs need to be in place also. With Executive Powers having been granted to progress this work, it was	

	<p>RESOLVED that the Order be 'Made' on 1 December, subject to any objections being received up to the closing date (approx. mid November) So proposed Cllr Bell and Seconded by Cllr Philp.</p>	<p>Clerk</p>
<p>9.</p>	<p>Car Park :</p> <ul style="list-style-type: none"> • Signs : Mrs Banfield told Members she had obtained prices from three suppliers for Tariff Boards. Members agreed to Recommend that County Signs be offered the contract. So Proposed Cllr Bell and seconded by Cllr Philp <p>Following discussion, Members agreed that a board at the pedestrian exit stating 'Have you Paid and Displayed/Parked within a marked Bay, distance to village ...' also be purchased. So proposed Cllr Bell seconded Cllr Philp</p> <p>Mrs Banfield to obtain cost of this board, Members to advise distance to village and whether the board is to be fixed to a wall or fence or on posts.</p> <ul style="list-style-type: none"> • Hydra Seeding etc : Members heard no weed killing or seeding had taken place and commented that it was unlikely to be done given the time of year. There is a possibility it could be carried out around Christmas. Cllr Philp reiterated the need to identify the type of grass to be sown given that wildflower seed is to be incorporated. Slower growing or shorter types of grass are needed in such cases. Members dissatisfied with the state in which the car park has been left, contrary to the contract. <p>Seed heads are on the weeds at the moment and if not taken out will reseed themselves. This work was part of the Cormac contract. It could be taken out and given to a different contractor and possibly burnt off. Cllr Bell offered to contact a director at Cormac to point out 'half a job' has been done and whilst this was accepted, Members were of the opinion further decisive action needs to be taken by the Parish Council to have the work completed.</p> <ul style="list-style-type: none"> • Litter Picking : Cllr Coles pointed out that litter picking remains a problem and until a long term solution can be found, the offer from Cormac at £35 per 'pick' needs to be taken up. It is possible that when the situation regarding the toilets is resolved it may be possible to marry the two jobs together. In the meantime a 'pick' after half term and another after New Year needs to be organised. So proposed Cllr Coles and seconded by Cllr Raynor • Review of Public Information : See 'Signs' above. 	<p>Recommended</p> <p>Recommended</p> <p>Clerk/Cttee Members</p> <p>Cllr Bell Council</p> <p>Recommended</p>
<p>10.</p>	<p>Letter from Harbour Commissioners : A letter from Mr Sproull had been received in response to the Council's earlier letter. Cllr Coles read the letter to Members regarding the sign.</p> <p>There followed debate regarding parking in the village on the whole.</p> <p>Mr Sproull had offered to speak with Members regarding the situation however it appeared that the Parish Council would need to pay for any signs advising motorists 'No Parking or Turning Beyond This Point' to be placed at the top of Back Hill and at the fork at Trewetha Lane (possibly another at a later date for the top of Church Hill).</p>	

	It was suggested that costs be obtained from CC for the signs, advising that the Parish Council would pay for the signs if CC could be persuaded to not only erect them free of charge but to give permission to erect them on posts if necessary on the highway.	Clerk to make initial enquiries.
11.	<p>Cost of Playground Inspections : Mrs Banfield told Members she had sent out three specifications but only Cormac had provided a cost/price for a full 12 month's contract. These are advisory inspections but Cormac can provide full maintenance and repairs to equipment if required. Reports will be given to the Council following each inspection.</p> <p>Mrs Banfield replied when asked that in her opinion a RoSPA inspection once a year would be advisable as that would be the 'audit' of what had been done during the year. It would satisfy both the Auditors and Insurers with regard to 'Risk' both personal and financial.</p> <p>Cllr Bell proposed that Cormac be offered the contract Cllr Philp seconded</p>	Recommended
12.	<p>Budgets/Precept 2014/15 : Copies of the current and projected figures for the coming year were distributed by Cllr Coles who explained same in detail.</p> <p>Cllr Coles asked Members to take them away and study them and let either the Clerk or himself know what or if any adjustments/additions were required</p>	Cttee Members
13.	Financial Risk Assessments and Policies : This item was deferred to the next meeting	Next Meeting
14	RBS Accounts : Mrs Banfield was instructed to arrange training at her convenience	Clerk
15	Terms of Reference : Car Park appeals letters were discussed but it was agreed that this would continue to be the responsibility of the Enforcement Agency and therefore no changes to TOR's are required.	
16	<p>Items for Next Agenda :</p> <ul style="list-style-type: none"> • Budgets/Precepts • Risk Assessments and Policies 	
17	Correspondence : Cllr Coles told Members a number of complaints by letter and phone regarding enforcement had been received but reiterated that these had to be dealt with by the Enforcement Agency; they had however taken up considerable time by himself and Mrs Banfield.	
18	Date of Next Committee Meeting : 27 November at 7pm, same venue	Cllr Bell to notify key holder

The meeting closed at 9:15pm

Signed :
Cllr M Coles, Committee Chairman

Date :

P/T NCM = Part time (attendance) Non Committee Member