



Port Isaac • Trelights • Port Gaverne

**MINUTES of the FINANCE & CAR PARK COMMITTEE
MEETING HELD IN PORT ISAAC SCHOOL
ON WEDNESDAY, 21st JANUARY 2015 @ 6.30 pm**

Present:	Cllr. Raynor (Vice Chair)	Cllr. Penny (CC/PC)	Cllr. Philp
Also present:	Cllr. Williams	Mrs Thompson (Clerk)	
Minute	AGENDA ITEMS		Action
	<p><u>Chairman's Welcome and Public Forum</u> – the Committee Chairman welcomed those present.</p>		
F&CP14/15	<p><u>Apologies for Absence</u> – Cllr. Coles (leave).</p>		
F&CP15/15	<p><u>Members' Declarations</u> –</p> <p>a. <i>Registerable Declarations of Interests</i> – none.</p> <p>b. <i>Non-registerable interest</i> – none.</p> <p>c. <i>Declaration of Gifts</i> – none.</p>		
F&CP16/15	<p><u>Financial Matters</u> –</p> <p>a. <i>Financial Report</i> – the Clerk reported she had received the accounts from Mrs Theobald and had incorporated them into her preferred format.</p> <p>b. <i>Bank Matters</i> – Cllrs. Raynor and Philp signed a letter authorising the Bank to send statements, etc. to the new Clerk. The question of giving the Clerk permission to carry out telephone and internet banking was deferred.</p>		
F&CP17/15	<p><u>Public WCs</u> –</p> <p>a. <i>New Road Public WCs</i> – Minute 11d/2015 refers. Members received an update on the following:</p> <p>i. <u>Signing the Lease</u> – Cllr. Raynor reported that the lease is nearing completion. It was RESOLVED to recommend to Full Council that a Committee be set up with authority to deal with all aspects of running the WCs.</p> <p>ii. <u>Refurbishment</u> – Cllr. Raynor reported he had requested written confirmation of the availability and amount due from the Devolution Fund.</p> <p>iii. <u>Installation of 'pay as you enter' Doors</u> – Cllr. Raynor will obtain quotations for the doors for the next Full Council meeting.</p> <p>iv. <u>Building Regulations</u> – planning permission had been obtained, but building regulations approval will be needed.</p>		<p>Clerk</p> <p>Cllr. Raynor</p>

F&CP18/15	<p><u>Car Park Matters</u> –</p> <p>a. <i>Overflow Car Park</i> – Minute 11b/2015 refers. Cllr. Williams reported a site meeting had been held with Mr Julian Harris.</p> <p>Cllr. Williams reported that Mr Harris had provided approximate costs for an area 100m x 8m at £18-£20 per sq, i.e. £14,400-£16,000. This would include moving the bund, laying a grid system and turfing over. Cllr. Raynor feared that moving the bund might cause the area to become a quagmire. Cllr. Williams said that there should be no need for an architect to deal with the planning application.</p> <p>It was RESOLVED to recommend to Full Council that the bund is moved, plans are drawn up (Cllr. Williams offered to do this), a planning application submitted and to employ a surveyor to make sure the ground is solid.</p> <p>Cllr. Philp will draw up a planting plan.</p>	<p>Cllr. Williams Clerk</p> <p>Cllr. Philp</p>
F&CP19/15	<p><u>Retention and Destruction Policy</u> – the Retention and Destruction Policy was deferred.</p>	
F&CP20/15	<p><u>Information Only/Future Agenda Items</u> –</p> <p>a. <i>Weed Spraying Contract</i> – a draft contract had been received from CORMAC Solutions Ltd. It was felt the contract should be clarified by adding to clause 2.1 “marked in green” referencing the areas on the plan. Cllr. Philp will provide the Clerk with maps of the roads.</p> <p>It was RESOLVED to refer to Full Council with a recommendation that further paths are added to the weed spraying regime: [1] path from New Road to Tintagel Terrace (by the Co-op); [2] back road from The Terrace to Tintagel Terrace, and [3] path from Tintagel Terrace to garage access / driveway. The Clerk will get a quotation from A1.</p> <p>b. <i>Grass Cutting</i> – grass to the front and side of the New Road toilet area to be added to the contract. The tender pack to be adjusted to request a price per metre.</p> <p>c. <i>Yellow Lines</i> – to be placed on the next Full Agenda. To include on the bend in Hartland Road.</p>	<p>Cllr. Philp</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
F&CP21/15	<p><u>Meeting Closed</u> – 7.50pm.</p>	

Signature: (Cllr. Raynor)
Vice Chairman

Date: 9th February 2015