



**MINUTES of the FINANCE & CAR PARK COMMITTEE MEETING**  
**HELD in PORT ISAAC SCHOOL**  
**ON WEDNESDAY, 18<sup>th</sup> MARCH 2015 @ 6.30 pm**

Present:	Cllr. Coles (Chairman)	Cllr. Collings	Cllr. Dawe
Also present:	Cllr. Penny (CC/PC)	Cllr. Raynor (Vice Chairman)	
	Cllr. Manders	Mrs Thompson (Clerk)	
Minute	AGENDA ITEMS		Action
	<p><u>Chairman's Welcome and Public Forum</u> – the Chair welcomed those present and advised them of exits, local hazards, location of WCs, etc. He also advised that the Clerk would be taping the meeting.</p>		
F&CP28/15	<p><u>Apologies for Absence</u> –</p>		
F&CP29/15	<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> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds.</p>		
F&CP30/15	<p><u>Financial Matters</u> –</p> <p>a. <i>Financial Report</i> – the Clerk reported the equivalent of £156,000 had been transferred to the 'High Interest' bank account, leaving around £24,000 working capital in the current account.</p>		
F&CP31/15	<p><u>Car Park Matters</u> –</p> <p>a. <i>Overflow Car Park</i> – Cllr. Raynor reported Knevitts (construction engineers) had reported back, with plans, which he circulated at the meeting for comment. The top soil will be skimmed off and used to make a bund. Chippings will then be rolled in to make a temporary parking surface. The Clerk to send a copy of the plan to Cormac for a quotation to carry out the work. Members were asked to consider other suitable contractors. Cllr. Raynor clarified the work could go ahead under the 28 day temporary use rule and in the meantime planning permission would be sought for the extension.</p> <p>b. <i>Enforcement</i> – Members resolved to <b>RECOMMEND</b> to Full Council to dispense with the requirement to park within the parking bays. The Clerk advised that she had asked Ms Vanessa Davis, CC's Legal Team for guidance in revoking the Parking Place Order. There will be a cost for this advice.</p> <p>It was further <b>RESOLVED</b> to release a copy of the agreement with AS Parking to the Information Commissioner.</p>		<p>Clerk Members</p> <p>Clerk</p> <p>Clerk</p>

F&CP32/15	<u>St Endellion Churchyard</u> – referred from the March Full Council meeting (Minute 53e/2015 refers). St Endellion PCC had requested the £650 grant they used to receive towards the upkeep of the churchyard. Cllr. Coles explained that the last time this was considered a one-off grant of £300 was made. It was <b>RESOLVED</b> to recommend to the Full Council that a £500 grant be made in the next financial year. To be reviewed annually.	Clerk
F&CP33/15	<u>Terms of Reference</u> – Members considered the draft revised ToR (copy attached) and it was <b>RESOLVED</b> to make a recommendation to the Full Council meeting that these be adopted.	Clerk
F&CP34/15	<u>Information Only/Future Agenda Items</u> – a. <i>Screening Car Park</i> – Cllr. Collings suggested planting trees on the lower edge of the car park, to break up the view of the car park from other areas. It was resolved to <b>RECOMMEND</b> to Full Council to invite Trelawney Garden Centre to visit the site for planting advice. It was further resolved to <b>RECOMMEND</b> to Full Council that whatever the advice is, it is to be accepted.	Clerk Clerk
F&CP35/15	<u>Closed Session</u> – in view of the confidential nature of the business about to be transacted, namely quotations, it was <b>RESOLVED</b> that it is advisable in the public interest that the press and public be excluded and they were instructed to withdraw.	
F&CP36/15	<u>Tenders</u> – referred from the March Full Council meeting. Members considered the tenders received and it was <b>RESOLVED</b> to award the following contracts to A1 Tree Surgery: a. <i>Parish Council Property</i> – to include an increase in the number of cuts of the playing field, from 1 <sup>st</sup> October to 30 <sup>th</sup> April there will be one cut per month. To be monitored. b. <i>Public Rights of Way</i> – c. <i>Grass Verges</i> – the plan that had been issued in the tender pack did not show all the areas in Trelights to be cut. It was <b>AGREED</b> that the grass verges could be mulched, instead of removing the grass cuttings. d. <i>War Memorial</i> – the area around the Parish Rooms is currently out of bounds, because of falling roof slates. This work to only commence if it is safe to do so.	Clerk
F&CP37/15	<u>Meeting Closed</u> – 19.14pm.	

Signature: ..... (Cllr. Coles)  
Chairman

Date: 13<sup>th</sup> April 2015