



Port Isaac • Trelights • Port Gaverne

**MINUTES of the FINANCE & CAR PARK COMMITTEE MEETING
HELD in PORT ISAAC SCHOOL
ON WEDNESDAY, 17th JUNE 2015 @ 6.30 pm**

Present:	Cllr. Coles (Committee Chair)	Cllr. Collings	Cllr. Dawe
Also present:	Cllr. Penny (CC/PC)	Cllr. Raynor	Mrs Thompson (Clerk)
	Cllr. Manders	Cllr. Williams	
Minute	AGENDA ITEMS		Action
	<u>Chairman's Welcome and Public Forum</u> – the Chair welcomed those present and advised them of exits, local hazards, location of WCs, etc.		
F&CP53/15	<u>Apologies for Absence</u> –		
F&CP54/15	<u>Members' Declarations</u> – a. <i>Registerable Declarations of Interests</i> – none. b. <i>Non-registerable interest</i> – none. c. <i>Declaration of Gifts</i> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds.		
F&CP55/15	<u>Financial Matters</u> – a. <i>Financial Report</i> – the Clerk reported that she is still awaiting an invoice from AS Parking for banking the cash. Also, banking the cash collected should be done by them every Thursday, but the last report was 4 th June 2015. Cllr. Coles will seek a meeting with Mr McManus of AS Parking. Cllr. Coles produced a table setting out the car park receipts. He regularly checks the website, which indicates any issues with the ticket machines. A cheque for £2,400 was made payable to Earth Wrights Ltd., being a deposit on the basket swing and the wobbly belt see-saw play equipment currently being installed. Cllr. Raynor reported a grant of £8,251.78 had been received from the Doc Martin Trust Fund. b. <i>Financial Regulations</i> – Minute 120c/2015 refers. There are a number of regulations, which need clarification. The Clerk to draw up a draft paper and circulate this to Members.		Cllr. Coles Clerk
F&CP56/15	<u>Car Park Matters</u> – a. <i>Overflow Car Park</i> – Cllr. Coles said the new extension will be open shortly. Cllr. Raynor will draw up wording for new signage. Mr Julian Harris to supply a post. Cllr. Penny said he has the metal post.		Cllr. Raynor

	<p>Due to some engineering miscalculations, the cost of retaining the bank is £2,345 more than estimated.</p> <p>Cllr. Raynor reported the planning application for the car park extension had been submitted. The revised planting scheme will be submitted as an amendment of the original application.</p> <p>b. <i>Enforcement</i> – the outcome of the discussion paper ‘Parking Reform: tackling unfair practices’ is expected in late summer.</p> <p>c. <i>Screening</i> – a quotation was to have been obtained for the June Full Council meeting, to include the inside hedge.</p> <p>Recommended plants are blackthorn, hawthorn [quickthorn], hazel, common elder, field maple and sea buckthorn and should be carried out between October and February.</p> <p>The Clerk to ask A1 if they can carry out hydro grass seeding.</p>	Clerk
F&CP57/15	<p><u>Information Only/Future Agenda Items</u> –</p> <p>a. <i>Field Below Car Park Extension</i> – Cllr. Dawe will arrange for this to be cut, free of charge.</p> <p>b. <i>Cemetery</i> – the Clerk to check when this is due for cutting and to check the position with collecting grass clippings from the grass verges.</p> <p>c. <i>Visibility Splay</i> – Cllr. Williams advised that the charity Plantlife recommends grass verges shouldn’t be cut until July each year. For the Full Council July agenda.</p>	<p>Cllr. Dawe</p> <p>Clerk</p> <p>Clerk</p>
F&CP58/15	<u>Meeting Closed</u> – 7pm.	

Signature: (Cllr. Raynor)
Chairman

Date: 13th July 2015