

All Councillors are hereby summoned to attend the Annual MEETING of PORTREATH PARISH COUNCIL will be at St. Mary's Church Hall on Monday 9th May 2022, from 6:30pm

A G E N D A

1. To receive nominations for and appoint Chairman for the year 2022/23
2. Signature of Declaration of Office Register by newly appointed Chairman
3. To receive nominations for and appoint Vice Chairman for the year 2022/23
4. Chairman's Welcome
5. Chairman Notices
6. To receive apologies
7. To Receive Declarations of Interest
8. To confirm the minutes of meeting held on Monday 4th April 2022
9. To confirm the minutes of the Finance and Staffing Committee held on the 6th December 2021
10. **Public Participation Session**, when members of the public may raise matters with Councillors
11. **Review of delegation arrangements to Finance and Staffing Committee**
12. **Review of the terms of reference for the Finance & Staffing Committee**
13. **Appointment of members to Finance & Staffing Committee;**
14. **Review of standing orders and financial regulations;**
15. **Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses.**
16. **Review of representation on or work with external bodies and arrangements for reporting back;**
17. **Review of inventory of land and other assets including buildings and office equipment;**
18. **Confirmation of arrangements for insurance cover in respect of all insurable risks;**
19. **Review of the Council's Risk Management policy and Register**
20. **Review of the Council's and/or staff subscriptions to other bodies;**
21. **Review of the Council's complaints procedure;**
22. **Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation (*see also standing orders 11, 20 and 21*);**
23. **Review of the Council's policy for dealing with the press/media;**
24. **Review of the Council's employment policies and procedures;**
25. **Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972.**

26. Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.

27. Review the document COVID-19: Emergency Plan -Portreath Parish Council Plan

28. To note the decisions made under the scheme of emergency delegation during the year 21/22

29. To consider extending the period of emergency delegation to the clerk in consultation with the council until the next annual meeting of the council

30. To receive the report of Cornwall Councillor Dave Crabtree, authorise any actions and consider any associated expenditure

31. Planning

(a) To give consideration as consultees to:

- i) PA22/03327 | Construction of Timber Car Port Garage & Associated Works | The Emerald School Lane Portreath Cornwall TR16 4JP**
- ii) PA22/02650 | Permission in Principle: Construction of single dwelling | Land North Of Carn View Cambrose Redruth Cornwall TR16 4HT**
- iii) PA22/03697 | Proposed rear extension and garage conversion with internal alterations | 39 Treglea Close Portreath Cornwall TR16 4TR**

(b) To give consideration to:

- i) PA22/03072 | Cross-subsidy residential development consisting 6 dwellings (3 affordable), access and landscaping | Land Off Forthvean Road Porthtowan Cornwall TR4 8AY**

(c) To give consideration as consultees to any planning applications received since the preparation of this agenda

(d) To give consideration to any planning applications referred to the council under the 5-day notice protocol

(e) To note any planning appeals

(f) To receive the report of planning decisions and correspondence and authorise any actions

32. To Complete and approve the Annual Governance Statement for the year 2021/22

33. To Approve the Accounting Statements for the year 2021/22

34. To receive the following reports, authorise any action and consider associated expenditure

(a) Finance

i) To receive report on the balance of the bank account

ii) To approve the bank reconciliation for the month of April 2022

iii) To receive the Payment Schedule for the period 1st April– 30th April 2022 and authorise payment of invoices received and payments scheduled for 1st May – 31st May 2022

iv) To note any income received

v) To note the receipt of CIL funds and consider the creation of a CIL reserve, authorise any action and consider associated expenditure

vi) To note and approve the regular direct debit payments from the current account

vii) To approve the use of BACS and CHAPS payments

viii) To note the RPI increase of 6.8% relevant to the contracts:

- Litter Collecting in the Parish of Portreath, for the period 01/04/20 to 31/03/23
- Management of the Portreath Parish Public Toilets: Portreath, for the period 01/04/20 to 31/03/23
- Contract for the Grounds Maintenance – Land surrounding the Public Conveniences and Former Public Toilets Block: Portreath, for the period 01/04/20 to 31/03/23

ix) Review of fees and charges

(b) Clerks Report

- i) General Update
- ii) Queens Platinum Jubilee

35. Update on projects for the year 21/22, authorise any action and consider associated expenditure

a) Public Toilets

b) Neighbourhood Development Plan (NDP)

c) Signage

d) Technology

e) WAAF Site

i) General update

ii) Update on the proposals for the future of the WAAF Site, authorise any action and consider associated expenditure

- General Up date
- Consider the formation of a WAAF Site Working Group authorise any action and consider associated expenditure

36. To Consider the future of the Former public toilets, following the decision of the Portreath Improvements Committees decision not to accept the transfer of the asset, authorise any action and consider associated expenditure

37. To receive various items of correspondence, authorise any action and consider associated expenditure

a) Correspondence circulated by email

- To note the reply from Cornwall Council to this council's response to the 2020 off Street Parking Places Amendment Order Consultation

b) General correspondence

c) Correspondence received since the preparation of this agenda

38. To give consideration to any applications received for grants/donations

39. To agree the date of the next meeting, Monday 6th June 2022, 6:30pm

40. Close of Meeting

L. B. Jose

CLERK TO THE COUNCIL

portreathparishcouncil@gmail.com