

**All Councillors are hereby summoned to attend the
ANNUAL MEETING of PORTREATH PARISH COUNCIL
which will be at the MILLENNIUM HALL on Monday 15th May 2023, from 6:30pm
A G E N D A**

- 1. To receive nominations for and appoint Chairman for the year 2023/24**
- 2. Signature of Declaration of Office Register by newly appointed Chairman**
- 3. To receive nominations for and appoint Vice Chairman for the year 2023/24**
- 4. Chairman's Welcome**
- 5. To receive apologies**
- 6. To Receive Declarations of Interest**
- 7. Chairman Report**
- 8. To confirm the minutes of meeting held on Monday 24th April 2023**
- 9. Public Participation Session**, when members of the public may raise matters with Councillors
- 10. To receive the report of Cornwall Councillor Dave Crabtree**, authorise any actions and consider any associated expenditure
- 11. To form a Staffing Committee and appoint members**
- 12. Consider delegation arrangements to Staffing Committee**
- 13. To adopt of the terms of reference (TOR) for the Staffing Committee**
- 14. Appointment of members to Staffing Committee;**
- 15. Review of standing orders**
- 16. Review of financial regulations**
- 17. Review of arrangements (including legal agreements) with other local authorities, not-for-profit bodies and businesses.**
- 18. Review of representation on or work with external bodies and arrangements for reporting back;**
- 19. Review of inventory of land and other assets including buildings and office equipment;**
- 20. Confirmation of arrangements for insurance cover in respect of all insurable risks;**
- 21. Review of the Councils Risk Management policy and Register**
- 22. Review of the Council's and/or staff subscriptions to other bodies;**
- 23. Review of the Council's complaints procedure;**
- 24. 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*);**

- 25. Review of the Council's policy for dealing with the press/media;**
- 26. Review of the Council's employment policies and procedures;**
- 27. Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972.**
- 28. Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.**
- 29. Review the document; Portreath Parish Council - Business Cessation Plan**
- 30. To note the decisions made under the scheme of emergency delegation during the year 22/23**
- 31. To consider extending the period of emergency delegation to the clerk in consultation with the council until the next annual meeting of the council**
- 32. Planning**
- (a) To give consideration as consultees to:**
- i) PA23/03339 | Remodelling of the existing ground floor including two storey extension to the front, upper storey extension to the side and a single storey extension to the rear of the property | Rookery Farm Mile Hill Porthtowan Truro Cornwall TR4 8TY**
- ii) PA23/01634 | Proposed refurbishment and extension to an existing reception and amenity building to provide new leisure facilities, including indoor and outdoor swimming pools etc, indoor and outdoor spa/wellness centre, fitness centre and indoor and outdoor food/beverage facilities, and associated landscaping and infrastructure works. | Gwel An Mor Feadon Lane Portreath Redruth Cornwall TR16 4PE**
- (b) To give consideration as consultees to any planning applications received since the preparation of this agenda**
- (c) To give consideration to any planning applications referred to the council under the 5-day notice protocol**
- (d) To note any planning appeals**
- (e) To receive the report of planning decisions and correspondence and authorise any actions**
- 33. To note the report from the internal auditor, authorise any action and consider associated expenditure**
- 34. To Complete and approve the Annual Governance Statement for the year 2022/23**
- 35. To Approve the Accounting Statements for the year 2022/23**
- 36. 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 2023**

- iii) To receive the Payment Schedule for the period 1st April– 30th April 2023 and authorise payment of invoices received and payments scheduled for 1st May – 31st May 2023
- iv) To note any income received
- v) To note the receipt of CIL funds
- 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) Review of fees and charges

(b) Clerks Report

(c) Police Liaison Report, authorise any action and consider associated expenditure

(d) Update from the Youth and Community Engagement Working Group

(e) Update on the anti-dog fouling campaign

(f) Update on the Community Catch Up Group

37. To Review and adopt the Safeguarding Policy, authorise any action and consider associated expenditure

38. To formulate a response to the 20 is Plenty consultation, authorise any action and consider associated expenditure

39. To review and adopt the Terms of Reference for the Climate Action Working Group authorise any action and consider associated expenditure

40. Update on projects for the year 23/24, authorise any action and consider associated expenditure

a) Former Public Toilets – Redevelopment

b) Public Toilets

c) Technology

d) WAAF Site

i) General update

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

41. Update from the Portreath Climate Action Network, authorise any action and consider associated

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

a) Correspondence circulated by email

b) General correspondence

c) Correspondence received since the preparation of this agenda

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

44. To agree the date of the next meeting, Monday 5th June 2023, 6:30pm

45. Close of Meeting

L. B. Jose

CLERK TO THE COUNCIL
portreathparishcouncil@gmail.com