





	<ul style="list-style-type: none"> <li>• Cllr. Kelly had ordered and installed new toilet roll dispensers.</li> <li>• Liam Gatehouse (plumber) had been on site on 17<sup>th</sup> June 2024 to repair the tap that stays on a very long time.</li> </ul> <p>ii. <u>Frogmore WCs</u> – the National Trust (NT) had indicated that redecoration is due to start in September/October. NOTE – lease expires 31<sup>st</sup> May 2025.</p> <p>iii. <u>The Quay WCs</u> – the Clerk to seek an update as to whether there is any progress on grants for refurbishment of the whole building. Cllr. Kelly to record meter readings. The Clerk to request copies.</p> <p>iv. <u>Legionella Testing</u> – the water temperatures all recorded at 10°.</p> <p>v. <u>Sanitary Waste Disposal</u> – deferred to the closed session.</p> <p>b. <i>Doctors’ Surgery</i> – the Clerk to seek an update i.r.o. a response from NHS England.</p> <p>c. <i>Whitecross Land Registration</i> – the Statement of Trust had been signed by Cllr. Talling, however, we need to supply a revised map. This is now to hand and the Clerk will send a copy to Helen Furneaux, CC.</p> <p>Cllr. Talling was thanked for erecting the new car park signage.</p>	Clerk Clerk  Clerk  Clerk
110/2024	<p><b>Highway Matters</b> – Members considered:</p> <p>a. <i>Road Closure</i> – details previously emailed.</p> <ul style="list-style-type: none"> <li>• Road from Frogmore Farm to Junction SW of Tregavithick, Lanteglos – 31<sup>st</sup> July to 5<sup>th</sup> August 2024 (08:00 to 18:00 hours).</li> </ul> <p>b. <i>Polruan Bus Shelter</i> – Cllr. Kelly advised that repairs to the shelter roof will be less than £500. The Clerk to request a detailed price, including repainting. Cllr. Clare Dunbavand offered to repaint the shelter.</p>	Clerk
111/2024	<p><b>Administrative Matters</b> – not covered elsewhere on the agenda.</p> <p>a. <i>PC Risk Assessment</i> – Members considered and <b>ADOPTED</b> the policy document, with the proviso that reference to “Cash” (not used by the PC) was amended.</p>	Clerk
112/2024	<p><b>Safer Community Project</b> – Members considered Cllr. Pyke’s report following the joint meeting with the PC and PTT. It was <b>RESOLVED</b> that:</p> <ol style="list-style-type: none"> <li>1. The Parish Council will fund the installation of the CCTV system on the quay and Coal Wharf up to a total of £6,500.</li> <li>2. The Town Trust will fund the repair and maintenance of the current system on St Saviours Car Park.</li> </ol> <p>Once the new installation at (1) above is completed the Town Trust will take responsibility for the operation, maintenance and repair of the complete system.</p>	
113/2024	<p><b>Financial Matters</b> –</p> <p>a. <i>Accounts for Payment</i> – June payment schedule to a value of £2,892.49 was <b>APPROVED</b> for payment. The Clerk to place a copy on the website. The Clerk reported the VAT refund had been received.</p> <p>b. <i>Bank Reconciliation</i> – the Chair duly signed a copy of the Bank Reconciliation (previously emailed).</p> <p>c. <i>Budget Monitor</i> – the Chair duly signed a copy of the Budget Monitor (previously emailed).</p> <p>d. <i>Revised Financial Regulations</i> – Members considered and <b>ADOPTED</b> the revised document. Cllr. Goddard had commented on a possible link to the PC’s Procurement Policy. It was felt appropriate to consider this at a later.</p>	Clerk   Clerk

114/2024	<p><b>Documentation / Correspondence</b> – not covered elsewhere on the agenda</p> <p>a. <i>Citizen’s Advice, Cornwall</i> – annual statistics and request for grant. Previously emailed. The Clerk to bring this back to the January 2025 meeting for Members to consider a grant.</p> <p>b. <i>Cornwall Together</i>: June 2024 newsletter.</p> <p>c. <i>Clean Cornwall</i> – newsletter No.10.</p>	Clerk
115/2024	<p><b>Diary Dates</b> –</p> <p>a. <i>Full Council Meeting</i> – 23<sup>rd</sup> July 2024, 6.30pm in Whitecross Village Hall.</p> <p>b. <i>Clerk’s Leave</i> – 29<sup>th</sup> June to 7<sup>th</sup> July 2024 (inclusive).</p> <p>c. <i>Cornish Language Week</i> – 22<sup>nd</sup> to 30<sup>th</sup> June. Details previously emailed.</p>	
116/2024	<p><b>Information Only / Future Agenda Items</b> –</p> <p>a. <i>Whitecross Village Green</i> – the Clerk to liaise with the Contractor and request the grass cuttings are picked up.</p> <p>b. <i>PROWs</i> – there was mention of some hedges needing a harder cut. More details to be given to the Clerk.</p>	Clerk
117/2024	<p><b>Closed Session</b> – 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.</p>	
118/2024	<p><b>Sanitary Waste Disposal</b> – Members agreed to the engagement of a professional services company to manage the disposal of sanitary waste and <b>RESOLVED</b> to accept the quotation from PHS Hygiene.</p>	Clerk
119/2024	<p><b>Public Conveniences Cleaning</b> – Members <b>AGREED</b> to the issue of an Invitation to Tender in the Parish News, the Parish Notice boards and the Government contract site for cleaning services at the Parish Council managed public conveniences. In addition, the Clerk to see if it is possible to advertise in both the Fowey and Lostwithiel newsletters.</p>	Clerk Clerk
120/2024	<p><b>St Saviour’s WCs</b> – Members were asked to provide any comments on the scope of the refurbishment works or the contract terms by 8<sup>th</sup> July 2024. To avoid any delay it was <b>AGREED</b> to authorise Cllrs. Goddard, Beresford and the Clerk to action any feedback and proceed.</p> <p>The Council further <b>AGREED</b> to issue an Invitation to Tender (ITT) to all known contractors in Polruan and advertise the ITT in local publications and notice boards and the Contract Finder website.</p>	Cllr. Goddard / Beresford / Clerk
121/2024	<p><b>Planning Enforcement Cases</b> – Cornwall Council had deemed planning enforcement matters to be confidential. Members received a verbal update:</p>	
122/2024	<p><b>Meeting Closed</b> – 19.46pm.</p>	

Signature: ..... (Cllr. Rob Rooney)  
Parish Council Chair

Date: 23<sup>rd</sup> July 2024