

TINTAGEL PARISH COUNCIL



'Tintagel's Great Seal'

Clerk: Carolyn Y. May

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Tintagel Visitor Centre

Bossiney Road

Tintagel

Cornwall

PL34 0AJ

11/08/2017

Dear Councillor

You are summoned to attend a Meeting of Tintagel Parish Council to be held on Friday 18th August at the Tintagel Women's Institute, Fore Street, Tintagel. Commencing at 7.30 p.m.

Carolyn Y. May

Parish Clerk

Attendees please note:

This meeting has been advertised as a public meeting and, as such, could be filmed or recorded by broadcasters, the media, individual Councillors or members of the public.

Please be aware that, whilst every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this, especially if you are speaking or taking an active role.

Apologies

Declarations of Interest

Invitation to members of the public to speak prior to meeting, (10 minutes allowed for this item. Speakers may only refer to items listed on the Agenda).

AGENDA

To Approve the Minutes of the previous meeting on the 15th June 2017 and matters arising (Appendix A).

Reports – CC Councillor Barry Jordan

Agenda items requested by Cllr Goward

Point of order concerning the integrity of recent minutes.

Resolution of recent planning applications.

Planning applications – Appendix B

Consultation on the proposed Tintagel Castle Footbridge. Georgia Butters from English Heritage will attend to answer questions raised during the public session.

Planning Decisions

Correspondence

Mark Brocklehurst – employment contract

Sofie Lowe – AS Parking fines

Mr. Harris – Complaint about false parking charge fine by Parking-Eye

Sue Weight – Request for extended toilet openings for Carnival 5th August

Jacqui Peskett – Formal Letter of Complaint

Agenda items requested by Cllr Roger Wickett

The purchase of a photocopier for the use of TVC and PC to produce leaflets and maybe News Letter.

Parish Council Procedures.

Agenda items requested by Cllr Mary Dyer

The Visitor Centre.

A breakdown of the Clerk's hours.

Tintagel Post Office – report by myself.

Agenda items requested by Cllr Richard Hart

Update on refurbishment of Trevena Square

Conflict of interest not declared at TPC meeting 7th June 2017

Role within TTCC.

Tintagel Toilets (TVC and Trevena)

Cleanliness and maintenance improvements achieved

Cash collection process

Cost savings

Nominated Maintenance Contractors (Plumbing/heating/drainage and Electrical)

Social Hall Improvements - progress update - Cllr Roger Wickett

Keys inventory and list of authorized key holders

Update on TPC/TVC Accounts Audit and possible VAT Risk to TPC

Code of Conduct

Accounts Payable – Appendix C

PART II

COMMITTEE DELIBERATIONS

Pursuant to section 1(2) of the Public Bodies (Admission to meetings) Act 1960, it is resolved that, because of the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the following items: -

- **TPC apology/thank you letter to Jacqui Peskett**
- **TVC Management**
 - Epos system
 - Additional Hours allocated to the Clerk
 - Management of Cash Donations
 - Sustainability
 - Co-ordinators Role
 - Tintagel Guide 2018

Confidential documents appertaining to the matters under discussion will be disseminated at the meeting.

Date and Time of Next Meeting 6th September 2017 at Tintagel Social Hall, commencing at 7.00pm