

**MINUTES PRAA SANDS TOILET COMMITTEE MEETING HELD IN THE PARISH ROOMS
 BREAGE ON FRIDAY 27 JANUARY 2017 AT 11.00 A.M.**

Present:

Cllr T Coleman
 Cllr Mrs P Darby
 Cllr R Wyvern Batt
 Ms C Toms

Mrs C Macleod (Clerk)
 Cllr T Board

In the absence of the Chairman, RWB chaired the meeting. TB was invited to sit at the tables.

1. FIRE EVACUATION PROCEDURE

This was read out by the Clerk.

2. APOLOGIES FOR ABSENCE

Apologies had been received from KLB (Chairman) as she had family commitments and SC as he was unwell.

3. DECLARATIONS OF INTEREST

There were none.

4. PUBLIC PARTICIPATION

No participants.

5. BUDGET AND ACCOUNTS TO DATE

CT, after checking some figures with the Clerk said that the Cleaning invoice for October was incorrect as the winter rates should not begin until 1 November. She had contacted Cormac and there would be a credit note issued. Estimated payments still to be made: Water, £500; Electricity, £40; Tank emptying, £400; and Cleaning. Overspend of approximately £130 at 31 March 2017 was forecast by CT. She would prepare more accurate figures to send through to the Clerk. (These have since been received and are printed below). CT was thanked for her work on the accounts.

Precept £23,500

RNLI Donation £1,669.00

Total Receipts to date £25,169.00

Payments to date net of VAT

Water £1,206.98

Unblocking £447.04

Empty tank £15,539.94

Rates £1,185.80

Cleaning £3,675.08 (nb after credit is issued for October)

Electric £122.88

Signs £105.00

Total £22,282.72

Payments due and estimated figures to end of March

Cleaning £2,233.68

Water £500.00 (estimate)

Electric £40.00 (estimate)

Tank Empty £400.00 (estimate)

Sign for

donation box £40.00 (estimate)

Total £3,213.68

Total for year will be around £25,496.40 leaving a projected shortfall of £327.40

6. DEVOLUTION FUND APPLICATION UPDATE

Nothing official had been received.

7. UPDATE ON SOAK AWAY PROJECT AND PERCOLATION TESTS

To report on the meeting held on 25 January 2017

The meeting had lasted from 10.30 a.m. to midday.

Roger Westcott, Cormac; James Jon; Gary McQuaid, Metrorod; Carey Mitchell, Environment Agency; John Richomme, CC Legal; Mr Coward; R Jones and Son; KLB; TC; RWB; PGT and Cllr Keeling had attended. The car park had been ruled out as there are fibre optics running through it and the area is not large enough. The next option is to use the bottom and top fields and to pump from the existing holding tank (which cannot be removed because of the area of concrete surrounding it and it would mean that the disabled toilet would also have to be taken down). A pipe would be run under the container to a treatment plant. The pipe would run to the right hand side boundary of the car park to the bottom field and then to the top field discharging into an underground soakaway. There would be concrete with manholes that will take 40 tons in weight. Once done it would not affect the parking.

Solids would be sorted and these would be taken away every 8 weeks in the summer and twice in the winter, whilst the water would be pumped and monitored as a steady flow all year round, instead of madly busy in the summer and not in winter.

The contract should be completed in 4-6 weeks. Carey Mitchell from the Environment Agency gave 100% support but stated that a certificate of approval will have to be obtained and this could take some months.

Whoever is doing the emptying would set up the pump. It will be a pump specifically made for Praa Sands. The percolation test can be done as quickly as next week. The price for the complete works would be for CC. Mr Westcott was reminded that there is only until the end of March for the Parish Council to be given assurance. Mr Westcott was sure it would come from Jon James in the next 3-4 weeks.

The morning after the meeting Mr Coward had made contact saying he did not wish for the work to progress to the top field. This was discussed and Mr Westcott assured that it can be done in the bottom field.

The meeting went very well and everyone was positive. PGT had provided a vast amount of information on spreadsheets and Mr Westcott was absolutely amazed by the information given. A building control office will be needed on site.

The Clerk had received an e-mail from the Chairman in which she reported that Cornwall Council is leading this project and Roger Westcott has promised that he will provide a full update for the next full BPC meeting. She felt it was a very positive meeting. She has asked that Cornwall Council makes it clear to BPC that it is managing and paying for the new soakaway and will email with a regular updates. The percolation tests in the field are set to begin within a couple of weeks once Mr Coward's consent is made official.

8. FUND RAISING

To report on Donation Box / Letter to Germoe / Report on Charity from PT/Discussion of revenue streams – advertising & business donations
Donation box still needs a notice. This was discussed and **it was proposed by TC, seconded by RWB and resolved that a notice half the size of the opening hours' ones would be sufficient:**

DONATION BOX
All contributions welcome
These toilets are publicly funded
THANK YOU

Letter to Germoe - One of the Parish Councillors is interested in attending Toilet Committee Meetings but works full time. It was thought that Germoe has too small a Precept to be able to give a donation. **Charity** – PGT not present. **Revenue Streams** – A donation had been promised by a business owner at Praa Sands but this was dependant on the Parish Council continuing to look after the Toilets.

9. MAINTENANCE OF TOILETS

To report on Electrics, tank emptying procedure, maintenance plan, renovation/painting

Electrics - CT spoke about the problem of the outside light being on all the time and the lights in the ladies toilets are on 24 hours every day and do not appear to have a switch on/off as people enter/leave. The Clerk had reported this and asked if the lights have to be on permanently and if a sensor could be fitted? A reply had been received: 'We have attended to the lights. The outside light is programmed to go off at 9.30pm. The internal lights do not have a light switch as they have micro wave sensors and should turn off and on dependant on the trigger. I can send someone down if you wish but you will be charged for the time.' CT said that this is not what is happening. TC asked for a copy of the reply and he will contact Roger Westcott.

Tank emptying - **It was proposed by CT, seconded by RWB and resolved that the Cleaner, as they attend every day, be asked to ring in to report when the light on the tank is flashing.**

Maintenance Plan – CT reported that the cisterns had been renewed so that a longer flush is now given but the inner workings are plastic and the handles not strong so they are breaking because the nylon screw wears quickly. TC will report this.

Renovation/Painting – This will be carried out once it has been decided if the Parish Council will continue with the Toilets. CT asked about advert boards. These can be fitted with CC's permission, which the Clerk has been assured would be no problem.

10. AGENDA ITEMS FOR FEBRUARY MEETING OF BPC

Official report of meeting 25th January 2017; Accounts figures

11. DATE AND TIME OF NEXT MEETING

Friday 24 February 2017 at 11.00 a.m. in the Parish Rooms, Breage.

12. CLOSED SESSION IF REQUIRED

EXCLUSION OF PRESS AND PUBLIC

To resolve that members of the Press and Public be excluded from the meeting on the grounds that any items be discussed, due to the likely disclosure of exempt information as defined in Part 1, schedule 12A of the Local Government Act 1972

This was not needed.

The meeting closed at 11.45 a.m.