

St Dennis Parish Council
Minutes of the Ordinary Council Meeting held at ClayTAWC on Tuesday
7th February 2023 at 7.00pm

The Chair welcomed all present to the February meeting of the Parish Council.

Present: Cllr Clarke (Chairman), Cllr Burnett (Vice Chair), Cllr Kelsey, Cllr Taylor, Cllr Edmunds, Cllr Griffin.

In Attendance: Lynn Clarke Clerk, Senior Administrator Tracey Hutton, Cornwall Cllr Dick Cole (CC Cole) and 1 member of the public.

247/22 Apologies.

Cllr Dowd, Cllr Harwood. Apologies accepted.

248/22 Declarations of Interest.

The Chair reminded those present that if any other matter arises during the meeting, advice should be sought from the Clerk and the Chair before continuing.

249/22 Public Participation (to include Cornwall Councillors Report).

a) Public Participation:

Cllr Kelsey & Cllr Taylor advised that the hedge cutting they had offered to undertake was complete. Cornwall Cllr Dick Cole (CC Cole) and a member of the public also assisted with the work.

Cllr Clarke thanked those who gave up their time to help.

b) Cornwall Cllr:

CC Cole provided a written report that can be found [here](#):

In addition to the written report those present were informed that Sustrans have been contracted to carry out the scoping works for the proposed re-opening of the old railway line to the Goss Moor Trail. CC Cole is due to meet with the contractor in the coming weeks.

250/22 To adopt the minutes of the Ordinary Council Meeting on Tuesday the 10th January 2023.

Resolved - To accept the minutes. All others present in favour.

251/22 To note the Minutes of the following meetings and Full Council to adopt the recommendations therein.

[Planning Committee Meeting](#) - Two applications received recommendation to support one application and object to one application.

[Cemetery Committee Meeting](#) – Recommendations to shorten the length of time for memorial permits and associated charges reviewed. Approval of additional services for headstone cleaning, service / assistance for ashes interments and burial record

searches agreed. Charges for the new services agreed. A directional sign for the cemetery agreed. Installation of bird and bat boxes approved.
It was **Resolved** to accept the recommendations from both of these meetings. All present in favour.

252/22 Matters Arising – Information only.

Mobile speed signage – site assessment forms to be completed for each proposed post.
Devolution Deal – Response letter has been sent.
Local Maintenance Partnership – Agreement signed and returned.
New telephone system has been ordered and contract signed.
Consultation responses have been submitted to the Traffic Calming on Hendra Road and the waiting restrictions on Fore Street.

253/22 To agree the delegated decision made over the past month.

It was **Resolved** to accept the [delegated decisions](#). All present in favour.

254/22 Clerks Report:

[Clerks Report](#)

Complaints about dogs being let off leads and dogs mess not being picked up by owners was discussed. It was agreed to publish an article emphasising the importance of dog control within the playing field. All present in favour.

255/22 Update on grit bins.

The Clerk informed that the locations for additional bins have been submitted to Cormac for approval.

Ocean Housing have been contacted regarding additional bins in Hall Road and Manson Place. It is not their responsibility to provide Grit bins.

Cllrs were informed that Cornwall Council annually review requests for additional bins. It was **Agreed** to put forward a request to Cormac for an additional bin in Hall Rd or Manson Place. All present in favour.

256/22 To agree a date for a village litter pick / Spring Clean.

It was **Resolved** to hold a litter pick on Saturday the 15th April between 10 and 12. All present in favour.

257/22 To approve the costs of replacement litter pickers and hoops.

It was **Resolved** to purchase 6 hoops at £65.70 + VAT and 8 litter pickers at 24.99. Purchase to be made by card if required. All present in favour.

258/22 To agree the Parish Council purchasing merchandise to promote the Parish Council at events.

It was **Resolved** to purchase merchandise and delegate a budget of up to £200 to the Clerk. Purchase to be made by card if required. All present in favour.

259/22 To discuss the placement of a Queen Elizabeth II Memorial Bench.

It was **Resolved** to replace the bench at Hendra Corner with a new memorial bench. Several designs were put before Cllrs for approval. It was agreed that the teak balmoral bench would be the preferred option. Costs to be provisionally agreed via email once size required has

been confirmed. All present in favour. Full bench costs to be retrospectively agreed at the next Full Council Meeting.

260/22 To agree the cost of a tree survey for Dunstan Close land.

It was **Resolved** to agree the costs in the region of £350. All present in favour.

261/22 To review Parish Council Committee Members.

It was **Resolved** for:

Cllr Griffin to join the Planning Committee, Cemetery Committee, Footpath team, Neighbourhood Plan Steering Group and the Playing Field Working Party.

Cllr Kelsey to join the GDPR and Staffing Committee.

All present in favour.

262/22 Update on Coronation Event Plans and to approve any associated costs.

The minutes from the meeting were circulated and can be found [here](#):

It was **Resolved** to agree the purchase of 216 mugs at a cost of £559.44 and allow a budget of up to 250 coins for the children at a cost of £197.50 (numbers required to be confirmed).

All present in favour.

263/22 To approve training costs for staff and Cllrs.

Resolved to agree the costs of £80 for Social Media Training and Code of Conduct Training.

All present in favour.

264/22 To approve the complaints / Appeals Panel Terms of Reference.

Deferred.

265/22 To approve the Parish Council Safeguarding Policy.

It was **Resolved** to approve the policy. All present in favour.

266/23 To discuss if the Parish Council will support the Tamar Toll Action Group in their aim of abolishing Tolls on Tamar Crossings.

Cllr Burnett raised concerns about how the bridge would be funded without the Tolls. It was agreed that ongoing maintenance should be provided at a national level as it already is with other bridges. It was **Resolved** to support the Tamar Action Group.

267/22 Update on the Emergency Plan.

An article has been drafted for volunteers to assist with the plan. Confirmation required on article contents prior to advertising.

268/22 Update on the Neighbourhood Plan

Deferred.

269/22 Reports from Outside Bodies

Cllr Kelsey attended CERC Community Forum on the 30th January. [Report circulated](#).

Cllr Clarke attended China Clay Community Network Meeting on the 6th February. A Brief verbal report was given written report to follow.

270/22 Consultations/Surveys received up to the time of meeting.

None.

271/22 Highways and Footpaths Matters

a) Footpaths.

- Footpath 20. Additional wall has been built by the landowner blocking the path. Reported to Cornwall Council.
 - School Lane: stones have fallen out of the wall; this has been reported to Cornwall Council who have advised it is the responsibility of the land owner.
- Highway Issues:
- Pothole on Wellington Road near the green was reported and has been repaired.
 - 2 broken sluice valve signs have been reported to Southwest Water. These have been collected.

272/22 Grant Requests

Cllr Kelsey declared an interest as a director of ClayTAWC. Cllr Kelsey and CC Cole left the room.

It was **Resolved** to provide a grant of £215 to ClayTAWC for 2 first aid courses for children. All present in favour.

Cllr Kelsey and CC Cole were invited to re-join the meeting.

273/22 Correspondence Received - To consider correspondence received at the time of the meeting to be tabled.

Town & Parish Council Newsletter - Noted.

Steve Double BBC Radio survey - Noted.

RCHT Patient Leader Programme Launch - Noted.

Invitation to attend the next CERC Community Forum Meeting - Noted.

Letter from Tamar Toll Action Group requesting support for their campaign - Noted.

Vision Zero road safety E bulletin - Noted.

G7 LPNR Newsletter - Noted.

Update on the works at Trelavour Downs from Cornish Lithium - Noted.

Agenda and minutes for the next China Clay Community network meeting - Noted.

Agenda and associated papers for Cornwall Association of Local Councils AGM - Noted.

Survey from Cornwall ALC about Community food growing spaces - Noted.

274/22 Financial

a) To approve this month's payment to creditors and income as tabled.

Resolved – to accept payments. All present in favour.

Community Account

CHQ No:	Name	Invoice Number	Cost	Reason
DD	Sage	2904336	£ 14.40	Payroll software
DD	EDF Energy		£ 21.00	Monthly DD for public toilets
DD	Suez	32853791	£ 87.50	Waste Collection January

DD	EDF Energy	Estimate	£	73.00	The Cemetery Electricity
DD	Barclays Bank	13/12 - 12/1/23	£	8.50	Bank Charges St D PC
DD	South West Water	3080689224	£	66.38	Toilets Robartes Road
DD	Giff Gaff	1673828277861	£	10.00	Monthly Package
BACS	ClayTAWC	2333	£	15.42	Room Hire / Photocopying
BACS	HMRC		£	1,061.04	Tax & NI
BACS	Staff costs		£	3,862.84	Staff Costs
BACS	Piran Tech	44513	£	33.94	Monthly back up, one drive help
BACS	Duchy Cemetery Ltd	2861	£	420.00	Internment Fee
BACS	Citizens Advice Bureau		£	100.00	Application Grant Approved
BACS	St Dennis Primary Eco Club		£	100.00	Application Grant Approved
BACS	GM Computer Systems Ltd	SI-113472	£	110.40	Antivirus License
BACS	Cornwall Council	8100333080	£	30.00	New User Annual Licence
BACS	D May & Son Ltd	2/000062473	£	9.96	Square Post / Sawn
BACS	Grahams Garden Machinery	64797	£	99.41	Strimmer Service/2 Stroke oil
BACS	Cormac Solutions	CINV-016569	£	170.89	Salt Bin Re-Fill
BACS	F R Jones & Son	Pro forma Invoice	£	155.29	Bleed Kit / Spill Kit
BACS	Complete	SINV03522396	£	441.83	Miscellaneous Stationery Items
BACS	Queens Garage	Receipt obtained	£	2.84	Nuts & Bolts
BACS	Duchy Cemetery Ltd	2888	£	80.00	Internment Fee
BACS	Duchy Cemetery Ltd	2887	£	420.00	Interment Fee
Card	Amazon	202330959738	£	22.98	Wire deck brushes
Card	Amazon	130927881202355000	£	9.99	Broom handles for above
Total			£	7,427.61	

Playing Field

CHQ No:	Name	Invoice Number	Cost	Reason
DP	Barclays Bank	13/12/22 - 12/01/23	£ 8.70	Bank Charges
DD	EDF Energy		£ 10.00	CCTV Electric
BACS	Sutcliffe Play	8401-60012314	£ 116.35	Peg / Set of 4 Bino Eye Pieces
Total			£ 135.05	

Education Bursary Fund

CHQ No:	Name	Invoice Number	Cost	Reason
DP	Barclays Bank	13-12/22 - 12/01/23	8.50	Bank Charges
Total			8.50	

Total for January 7,571.16

b) To approve the bank balances as of 31st December 2022.

Resolved – To approve the bank balances. All present in favour.

- c) To agree the change of bank account for payments to Complete Business Solutions.
Resolved – To agree the change of bank details. All present in favour.

275/22 Items for the next agenda

Footpath Signage.
Memorial Bench Costs

Standing order 3e

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are requested to withdraw.

276/22 Confidential items –

The Clerk raised concerns about the gates in the playing field. The contactor has been advised of those concerns.

Meeting closed 20.45 pm.

Signed: