

St Dennis Parish Council
Minutes of the Ordinary Council Meeting held at ClayTAWC on Tuesday
1st November 2022 at 7.00pm

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

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

In Attendance: Lynn Clarke Clerk, Cornwall Cllr Dick Cole (CC Cole) and 2 representatives from Cornish Lithium.

173/22 Apologies.

Cllr Jones, Cllr Sinnott, Cllr Dowd, Cllr Harwood. Apologies accepted.

174/22 Declarations of Interest.

None. 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.

175/22 Public Participation (to include Cornwall Councillors Report).

a) Public Participation:

The Community Liaison Officer and the Site and Quarry Manager from Cornish Lithium gave a short presentation on upcoming intended operations within the Trelavour Pit area. Cornish Lithium have taken on the lease for the area and drilling work is due to start in the near future. To enable the works to be undertaken, Cornish Lithium will for safety reasons, be diverting some of the permissive routes in the area as the drilling sites will be close to some areas of the existing paths.

There are longer term plans to re-route this permissive path around the boundary of the site to ensure the safety of those using the path and employees. Work is currently being undertaken to ensure that this has a minimal effect on wildlife.

Fencing will be erected around the site and signage will be installed to notify the public of the restricted areas.

It is the aim of Cornish Lithium to work with the Community to ensure that residents are kept informed. They are planning on engaging with schools to educate on the lithium mining processes and to highlight dangers of groups / individuals trying to gain access a working site.

b) Cornwall Cllr: [Report](#)

Cllr Cole elaborated on the renewable energy that St Dennis and St Enoder electoral Division are currently producing. Informing that if the renewable allocation required was distributed evenly across Cornwall from his findings, this division is already meeting the targets.

176/22 To adopt the minutes of the Ordinary Council Meeting on Tuesday 4th October 2022.

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

177/22 To note the Minutes of the following meetings and Full Council to adopt the recommendations therein.

[General Purpose, Finance & Audit](#) – Approved contractor list for smaller works, regular payments list reviewed, update given on bank signatories, backup plan discussed should the office be unavailable for use, External Auditor report reviewed, projects to be included within the 2022-2023 budget agreed, undertaking of land searches for Dunstan Close land agreed.

[Staffing & GDPR](#) - Increases in salaries for budget purposes agreed, costs for Cornwall Council Learning hub agreed, online health and safety training for casual staff agreed.

178/22 Matters Arising – Information only.

Radios for the Memorial Parade have been ordered.

The Eco Club are undertaking projects in the Cemetery. They have planted one of the new flower beds and added additional plants to Flanders Field.

Planning Committee Terms of Reference have been amended

Letter of Condolence has been sent to the King.

179/22 To agree the [delegated decisions](#) made over the past month.

Unblocking of the sink in the Public Toilets. Delegated Decisions

Resolved - to agree the delegated decisions. All present in favour.

180/22 Clerks Report:

[Clerks Report](#) - Noted

181/22 Notification of Cllr Resignation.

Cllr Clarke informed those present of the resignation of Cllr Lodomez due to relocation. It was agreed to send a card to Cllr Lodomez wishing her luck with future endeavours.

182/22 Update on mobile speed signage and to agree potential locations for the signs.

The Clerk informed that in addition to the report circulated prior to the meeting the costs for training had now been received and would be £400.00 per person. The locations for the signage was discussed at length and it was **Agreed** that the Clerk will circulate a map with possible locations for approval. The Council were informed that potential funding for this project could be applied for from St Dennis & Nanpean Community Trust. [Report](#)

183/22 To consider the invitation to attend a multi-agency event at ClayTAWC.

It was **Resolved** for Cllr Clarke. Cllr Taylor and Cllr Griffin to attend the event and provide information about the Parish Council.

184/22 To consider taking part in the “Hedgehogs R Us” project

This was discussed at length. It was **Resolved** to advertise this project to ascertain interest within the Community to set up Hedgehog Highways. If enough people come forwards, then to purchase hedgehog highway surrounds to be made available to the community. All present in favour.

185/22 To agree the dates for the office closure over the Christmas period.

It Agreed – To close the office between the 22nd December 2022 and the 2nd January 2023. All present in favour.

186/22 Update on the Memorial Parade

The Clerk informed that everything is in place for the event. Volunteers assisting with the road closure will be meeting at 9.30 in the Working Man's Car Park. Radios are being collected on the Friday prior to the event.

187/22 Update on the Community Emergency Plan.

The draft plan has been circulated to Cllrs for consideration / comments. Cllr Dowd put forward suggestions to progress the project via email as not present at the meeting. It was agreed to defer this until the next meeting. All present in favour.

188/22 To discuss the printing of paperwork for meetings.

It was **Agreed** that this will be circulated with the additional paperwork prior to the meeting to reduce printing. Any additions will be highlighted at the meeting and 3 copies showing amendments will be printed to be shared by Cllrs for approval and signing. All present in favour.

189/22 To Discuss the placing of a picnic table at Trelavour Prazey.

It was agreed to defer this as the Cllr who raised the item was not able to attend the meeting.

190/22 To discuss the upcoming changes to the BT Business Feature Line contract.

The Clerk informed that the phonelines are currently in the process of being replaced and that the service would in the future be provided via the internet. The associated costs were put before the Council. It was **agreed** to obtain 3 quotes for the new service.

191/22 Update on the Neighbourhood Plan

CC Cllr Cole informed that at the last meeting it was agreed to concentrate on one area of results from questionnaire at a time. At the meeting traffic responses were considered. Further meetings will need to be held to review responses on other subjects. The next step will be to publicise the feedback from the questionnaire. CC Cllr Cole offered to incorporate this in his next newsletter for distribution to all householders. All present in favour

192/22 Reports from Outside Bodies

Cllr Kelsey and Cllr Clarke attended the Meet the Leader event in St Austell. Cllr Kelsey gave a brief verbal report. Written report to follow.
Cllr Clarke & Cllr Kelsey attended the Clay Community Network Panel Meeting. Cllr Kelsey gave a brief verbal report. Written report to follow.

193/22 Consultations/Surveys received up to the time of meeting.

Short Term Holiday Lets- Noted.

Consultation on the changes to the Climate Emergency Development Plan – Noted

Community Network Review – Letter to be drafted in support of the Clay Network boundary remaining the same.

194/22 Highways and Footpaths Matters

- a) Footpaths.
- School Lane: Over hanging tree reported. Cllrs agreed to have the tree inspected by staff once training had been completed.
- b) Highway Issues:
- Bollards have been replaced on Hendra Corner.
 - Parking on double yellow lines on Hendra Road reported to enforcement. Cllrs raised concerns that some of the yellow lines throughout the village may not be enforceable due to their current condition. Office will report to Cormac.

195/22 Grant Requests

Application received from St Dennis band for Percussion Instruments. It was agreed to seek further information. **Resolved** - to agree the application via email once information has been received.

196/22 Correspondence Received - To consider correspondence received at the time of the meeting to be tabled.

Email from Cornwall Council regarding a potential devolution deal - noted.

Invitation to attend GWR's stakeholders conference - noted.

Steve Double newsletter - noted.

Email invitation to Conference on 22nd October re NDPs/Nature Recovery/Q and A with senior CC teams/range of workshops – noted.

Invitation to attend a free fraud webinar - noted.

Invitation to a Church Service on the 4th December 2022 - noted.

197/22 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		£ 14.40	Payroll software
DD	Google Ireland		£ 9.20	Secure email
DD	EDF Energy		£ 21.00	Monthly DD for public toilets
DD	Nest Pension		£ 109.94	Pensions
DD	Southwest Water	3079463429	£ 182.65	Public Toilets Water
dd	SWW		£21.12	Cemetery
DD	Information Commissioner's Office		£40.00	Data Protection Renewal fee
DD	EDF Energy		£73.90	Cemetery Electric
BACS	HMRC		£ 1,132.89	Tax & NI
BACS	Staff costs		£ 4,717.49	Staff Costs
BACS	Claytawc LTd	2276	£ 46.50	Photocopying & Room Hire
BACS	Piran Tech	42377	£ 22.68	IT support
BACS	Piran Tech	42517	£ 6.00	Redstar Set up less deposit already paid
BACS	Banner	8838034	£17.95	Refuse bags

BACS	Hay Nurseries	156722	£	45.30	Shrubs and flowers for Cemetery
BACS	D May & Son	52173/53271	£	40.80	Safety workwear, strimmer cord
BACS	A1 Tree & Grounds	1792	£	852.00	Grass & Verge Cutting Sept
BACS	Complete Business Solutions	3385826		£27.54	Stationery
BACS	Cartridge People	221013	£	33.85	Ink Cartridge
BACS	Society of Council Clerks	MEM241189	£	215.00	Membership Fee
Card	Giff Gaff		£	10.00	Mobile Phone Contract
bacs	TEEC Ltd	4334	£	179.99	website and domain hosting
BACS	Kernow Drain Services	7401	£	102.00	Unblocking of sink in the public toilets
BACS	Central Cleaning	203148	£	446.40	Contract Cleaning public toilets
BACS	Cornwall Council	8100306173	£	72.00	Learning hub annual renewal

Total £ 8,436.60

Playing Field

CHQ No:	Name	Invoice Number	Cost	Reason
		13/09 /		
DP	Barclays Bank	12/10	£ 9.05	Bank Charges
BACS	Sutcliffe Play	6647	£ 300.00	Visit and assess swing and cableway
BACS	TP Tree Services	1102	£ 336.00	Grass Cutting

Total £ 645.05

Education Bursary Fund

CHQ No:	Name	Invoice Number	Cost	Reason
		13/09 -		
DP	Barclays Bank	12/10	8.50	Bank Charges

Total 8.50

Grand Total for October 22 **9,090.15**

b) To approve the bank balances as of 30th September 2022.

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

198/22 Items for the next agenda

Flashing mobile speed signage
 Community Emergency Development Plan
 Placing of a picnic table on Trelavour Prazey
 Committee membership review.

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.

199/22 Confidential items –

Staffing & GDPR Committee Meeting recommendations – Confidential Section.

Agreement to give notice.

Agreement to end probation period of member of staff.

It was **Resolved** – To accept the recommendations. All present in favour.

To approve the costs of the job advertisement.

It was **Resolved** - To accept the costs of up to £100. All present in favour.

To consider approval of costs for temporary member of staff - Tabled. All present in favour.

Meeting closed 21.10 pm.

Signed: