

St Dennis Parish Council
Minutes of the Consolidated Committee's Meeting held at ClayTAWC on
Thursday 21st September 2023 at 7.00 pm.

The Chair of the Parish Council welcomed all present to the first Consolidated Committee's meeting. Informing that due to a risk of all committees being inquorate it was agreed to consolidate committee meetings until Cllr numbers were increased. All Cllrs present were given voting rights for each section of the meeting.

Present: Cllr Clarke (Chair), Cllr Burnett (Vice Chair). Cllr Edmunds, Cllr Harwood, Cllr Hawkins.

In Attendance: Lynn Clarke Clerk, 1 member of the public.

CC1/23 Apologies.

None. Cllr Kelsey and Cllr Griffin absent.

CC2/23 Declarations of Interest.

None.

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

CC3/23 Public Participation.

The member of the public present discussed application PA2307117. Giving a brief background to the application.

Cllr Edmunds enquired about arrangements for waste disposal from the site and was informed that existing arrangements would continue, in line with current legislation.

There being no further questions Cllr Clarke thanked the member of the public for attending and providing an informative presentation on the application.

General Purpose, Finance & Audit:

Cllr Burnett presided as Chair and led this section of the meeting.

CC4/23 To adopt the [minutes](#) of the General Purpose, Finance and Staffing Committee held on the 14th June 2023.

Resolved - To adopt the minutes as presented. All present in favour.

CC5/23 Matters arising from the minutes.

The approved Asset Register has been uploaded to the website.

The Financial Risk Assessment has been updated and uploaded to the website.

The Internal Auditor has been notified on the Interim Audit decision.

The new bank account has been opened.

Contractor has been notified and accepted the contract for grass cutting in the Playing Field.

CC6/23 To agree funds to be transferred to the new bank accounts.

It was **Resolved** – to transfer £70,000 into the Unity Trust Savings Account and to Transfer £9,500 into the Unity Trust Current Account. All present in favour.

CC7/23 To agree a Councillor to undertake internal Audits.

Cllr Harwood nominate himself for the role. It was **Resolved** to accept the offer. All present in favour.

CC8/23 To consider the Parish Council undertaking verge cutting between Carne Hill and the B3279 under an SLA with Cornwall Council.

This was discussed at length. It was **Resolved** not to accept this offer. Council felt that this would not address the current issue. All present in favour.

CC9/23 To consider the refurbishment and re-instatement of the male public toilet.

This was discussed at length with differing opinions. It was agreed that there is a need to re-open the facilities. **Action** – Quotes to be obtained for the refurbishment work. All present in favour.

CC10/23 To agree the use of the funds raised from the sale of the land at Hendra Prazey.

It was **Resolved** to use the funds raised for the toilet refurbishment.

CC11/23 To review the emergency expenditure limits within the [Financial Regulations](#).

It was **Resolved** in section 4.5 to increase the limit for the Clerk to spend without consultation to £650 and to increase the total allowance to spend in case of emergency to £1300.

CC12/23 To review the petty cash and card levels within the [Financial Regulations](#).

It was **Resolved** To increase the card spend limit in 6.18 to £550 and to keep the petty cash limit in 6.21 as £100. All present in favour.

CC13/23 To review the [Risk Management Policy](#).

It was **Resolved** to accept the Risk Management Policy with no amendments to the content but two typos within the document to be corrected. All present in favour.

CC14/23 To agree the advertisement of the grass cutting tender.

Cllr Clarke proposed that the tender be advertised. Cllr Edmunds proposed that a 12-month extension on the existing contract be given. Both proposals were voted on 3 to 2 in favour of Cllr Clarke's proposal. It was **Resolved** to put the contracts out to tender. A further **Resolution** agreed to advertise the contracts with the Cornish Guardian for 3 weeks. All present in favour.

Signed:
Chair of the General Purpose, Finance & Audit Committee.

Cemetery:

Cllr Edmunds presided as Chair and led this section of the meeting.

CC15/23 To adopt the [minutes](#) of the Cemetery Committee Meeting held on the 11th May 2023.

It was **Resolved** to adopt the minutes with amendments made to the minute numbers so that they ran in sequence. All present in favour.

CC16/23 Matters arising from the last meeting.

Markers for the Garden of Rest Plots have just been delivered and are due to be installed in the near future.

New bins have been purchased and installed.

Electric Contract has been arranged.

Post Box has been installed.

Footpath improvement work is due to be scheduled in soon.

Bench has been replaced.

Moss removal has been completed.

Cemetery Charges have been amended and added to the website.

CC17/23 To agree the cost of additional electric sockets and light for the Cemetery Shed.

It was **Resolved** to agree the costs via email. All present in favour.

CC18/23 To discuss independent contractors providing grave tending services and to agree a process to manage the requests.

This was discussed at length, and it was highlighted that contractors and memorial masons were not informing the office of visits or providing adequate notice of works being undertaken. It was emphasised that works undertaken to graves needed the permission of the EROB holder to safeguard the Council.

It was **Resolved** to add signage to the gates informing of the need to contact the office prior to any work being undertaken. A new form to be issued for any work being undertaken to memorials. Costs for the signage to be agreed via email. All present in favour.

Signed:
Chair of the Cemetery Committee.

Planning

Cllr Clarke presided as Chair and led this section of the meeting.

CC19/23 To adopt the [minutes](#) of the Planning Meeting held on the 29th August 2023.

It was **Resolved** to adopt the minutes. All present in favour.

CC20/23 Updates on Previous applications discussed.

None.

CC21/23 Planning Applications Received.

[PA23/07117](#) – Certificate of lawfulness – Gothers Moor Cottage.

It was **Resolved** to support this application. All present in favour.

CC22/23 Any other applications received up to the time of the meeting.

None.

Signed:
Chair of the Planning Committee.

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.

CC23/23 Confidential items –

- a) General Purpose, Finance & Audit
None.
- b) Cemetery.
None.
- c) Planning.
None.

Meeting closed 8.10 pm.

Signed:
Chair of the Parish Council