

St Dennis Parish Council  
Minutes of the Ordinary Council Meeting held at ClayTAWC on Tuesday  
7<sup>th</sup> March 2023 at 7.00pm

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

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

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

**277/22 Apologies.**

None.

**278/22 Declarations of Interest.**

Cllr Burnett declared a pecuniary interest in item 15 and Item 16. Cllr Burnett was advised to leave the room during discussions.

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.

**279/22 Public Participation (to include Cornwall Councillors Report).**

**a) Public Participation:**

Cllr Kelsey & Cllr Griffin informed that a Committee has now been set up to fundraise the £65000.00 to have the bells at the church repaired. Both Cllrs advised those present that they have joined the Committee.

**b) Cornwall Cllr: (CC Cole)**

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

Cllr Taylor thanked the Cornwall Cllr for his assistance in getting the rubbish along the B327 cleared.

The Council thanked CC Cole for his work in the allocation of local housing to local people and the caveats that are now in place to aid people with a local connection to be prioritised.

Cllr Mrs T Edmunds informed that a recent housing swap has shown a potential work around to override the agreements.

CC Cole advised that there will be instances, such as the introduction of direct housing which matches suitable specialised properties directly with tenants who have specific needs. This means they may be allocated to people without a local connection. Both of these examples are something that CC Cole is investigating and monitoring.

CC Cole advised that a 5 day protocol is due to be issued for a recent planning application [PA22/10174](#) where the Parish Council have highlighted objections.

**280/22 To adopt the minutes of the Ordinary Council Meeting on Tuesday the 7<sup>th</sup> February 2023.**

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

**281/22 To note the Minutes of the following meetings and Full Council to adopt the recommendations therein.**

[Playing Field Trust Meeting](#) – Agreement of the ROSPA report costs, agreement of the gate issues, update on the fly tipping clearance, decision to obtain further quotes for the re-surfacing of the skate park.

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

**282/22 Matters Arising – Information only.**

None

**283/22 To agree the delegated decision made over the past month.**

None.

**284/22 Clerks Report:**

[Clerks Report](#) - Noted.

**285/22 Update on grit bins.**

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

The positioning of new grit bins is reviewed annually, and the office will be updated once a decision has been made.

**286/22 To agree the cost of pressure washing for the concrete bus shelters.**

It was **Resolved** to accept the quote from Cornwall Exterior Cleaning at a cost of £375.00. All present in favour.

**287/22 To agree the cost of the memorial bench.**

It was **Resolved** to accept the cost of £465.00. All present in favour.

**288/22 To review footpath signage.**

Cllr Griffin informed that at the entrance of Footpath 4 Near Carsella Farm the sign has rusted and is not properly fixed to the post.

Footpath 13 at the entrance near the sewage treatment works the sign is missing.

The responsibility of replacing the signs was debated. It was agreed to draft a list and re-visit this issue once the signage required has been established.

**289/22 Update on the litter pick and to agree any associated costs.**

Council was informed that:

- The venue has been agreed.
- Posters have been drafted.
- Refreshments have been sourced through Tesco's.
- Imerys have agreed to provide pasties.

- Funding for goody bags has been provided by Cornish Lithium. These have been purchased.
- Volunteers from Cornish Lithium will be attending the event.
- Volunteers are attending from Suez.
- Additional equipment and rubbish bags are being supplied by Suez.
- Ocean Housing and Live West have been invited to attend.

A First Aider is still required for the event. Cllr Clarke put her name forward to be the appointed person for the litter pick.

The Clerk queried whether the office staff were required to attend the event. It was agreed that the staff would be required and **Resolved** that additional hours would be paid. All present in favour.

Cllr Burnett left the meeting.

**290/22 To review the decision on the digital telephone services, considering further information being provided.**

The Clerk informed, that BT have advised the Parish Council would be required to hold a broad band account in their name, and could not use the ClayTAWC Broadband. In light of this there will be an additional monthly cost of between £26.95 and £29.95 for the service. This would potentially increase the cost to approximately £80 per month.

It was **Resolved** to seek further advice and obtain updated quotes to be decided via email. All present in favour.

**291/22 To agree the cost of broadband for the office.**

It was **Resolved** to agree any required costs via email in line with the decision above. All present in favour.

Cllr Burnett was invited to re-join the meeting.

**292/22 Update on Coronation Event Plans and to approve any associated costs.**

Cllr Clarke informed that a meeting has been arranged with the Tri-Service Officer to evaluate and Risk assess the proposed beacon lighting. The Fire Brigade will be in attendance at the event to assist with the lighting. Cllr Clarke requested a breakdown of the costs incurred to date.

It was **Resolved** to agree the cost of the hog roast of £850.00 and to approve the cost of the cream teas via email. All present in favour.

**293/22 To approve training costs for staff and Cllrs.**

**Tabled**

**294/22 To approve the complaints / Appeals Panel [Terms of Reference](#).**

It was **Resolved** to approve the Terms of Reference with two spelling mistakes corrected. All present in favour.

**295/22 To agree the Local Maintenance Partnership with Cornwall Council for the cutting of the verges.**

The Clerk informed the agreement included the verge at Trelavour Prazey where there is an ownership dispute that has not been resolved.

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

**296/22 Update on the Emergency Plan.**

Cllr Kelsey asked if any volunteers have come forward to assist. Cllrs were advised that no enquiries have been made. It was agreed to re-advertise.

**297/22 Update on the Neighbourhood Plan**

Cllr Edmunds informed that the information has been collated into one document. This will be reviewed by members of the Working Party. Once approved a draft copy will be circulated. A meeting is to be arranged to discuss the next steps for the plan.

**298/22 Reports from Outside Bodies**

None

**299/22 Consultations/Surveys received up to the time of meeting.**

Parking Consultation from Cornwall Council – Noted, no response will be provided.

**300/22 Highways and Footpaths Matters**

a) Footpaths.

- Footpath 20 – A new pedestrian gateway has been installed.
- Complaint regarding the stile on footpath 23. Concerns raised that a stone located on the top of the stile may make access difficult for some footpath users. The Clerk informed that Cornwall Council have advised this can be removed as the stile is located on ground managed by the Parish Council. It was **agreed** that as there is an alternative route, and the stone has been in situ for a long time to leave it in place to prevent the escape of animals should they enter the cemetery footpath.

Highway Issues:

- A wall collapsing on the Whitegate Road has been reported to Cornwall Council because of safety concerns.
- A wall on Church Road collapsing has been reported to Cornwall Council due to safety concerns.
- Cllr Kelsey enquired about the painting of the old cast iron signage in the Parish and asked if the Hendra Road sign could be added to the list for renovation. Clerk to discuss with Cormac.
- Cllr Harwood highlighted that a road sign informing the Hendra Prazey Road is unsuitable for HGV's is not visible. Clerk to discuss with Cormac

**301/22 Grant Requests**

Application for £1000 towards a fun day held by the Little Treasures Toddler Group.

It was **Resolved** to provide a grant of £300.00 towards the event. All present in favour.

Cllr Griffin left the meeting.

### 302/22 Correspondence Received - To consider correspondence received at the time of the meeting to be tabled.

Invitation to attend a "Let's Talk Water Forum" - Noted.

Report from Cllr Kelsey regarding the inauguration of Revd Arthur to his new Parish – Noted.

Ocean Housing Newsletter - Noted.

Civility and Respect newsletter - Noted.

Cllr Griffin re-joined the meeting.

Cllr Harwood left the meeting.

### 303/22 Financial

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

Cllr Harwood re-joined the meeting.

**Resolved** – to accept payments. All present in favour.

### Community Account

CHQ No:	Name	Invoice Number	Cost	Reason
DD	Sage	UK-03006798	£ 14.40	Payroll software
DD	EDF Energy		£ 21.00	Monthly DD for public toilets
DD	Suez	32880452	£ 87.77	Waste Collection January
DD	Barclays Bank	13.1.23/12.2.23	£ 10.00	Bank Charges St D PC
DD	Giff Gaff	1676506676093	£ 10.00	Monthly Package
DD	BT	Q038 NI	£ 186.88	Quarterly Business Bill
BACS	Royal Mail	9066559204	£ 119.88	Postage
BACS	Central Cleaning	2.1.23/31.1.23	£ 468.00	Public Convenience January Clean
BACS	Central Cleaning	1.2.23/28.2.23	£ 364.00	Public Convenience February Clean
BACS	ClayTAWC	2347	£ 15.48	Room Hire / Photocopying
BACS	HMRC		£ 805.80	Tax & NI
BACS	Staff costs		£ 3,881.31	Staff Costs
DD	Nest Pension		£ 66.55	Pension Contributions
BACS	Piran Tech	44999	£ 83.71	Monthly back up checks one drive help
BACS	ClayTAWC	Grant Application	£ 215.00	Grant
BACS	Safety Supply Company	8877082	£ 12.47	Nitrile Gloves
BACS	Alliance UK	411841	£ 86.27	Litter Picking Hoops
BACS	Complete	3560885	£ 71.47	Black Toner Cartridge
BACS	Running Imp	402958	£ 1,051.60	Coronation Mugs & Coins
BACS	Cornwall Cleaning Supplies	666	£ 25.06	Jumbo Toilet Rolls
BACS	Cyan	Pro Forma R201451	£ 465.00	Balmoral Bench Queen Elizabeth II
BACS	Fluid	Pro Forma 165576	£ 246.00	Personalised Merchandise
BACS	BH Construction	Ref: 2223/55	£ 1,787.00	Cemetery Wall Repair Works
BACS	D. May & Sons Ltd	66850	£ 56.32	Workwear, & Sundry Items
Card	Amazon	1183063095	£ 24.99	8 x Litter Pick Up Tools
Card	Baker Ross	GB1004585252	£ 192.05	Goody Bag Contents for Litter Pick
CARD	Petty cash Top up		£ 70.29	

Cash	Lidl	7	£	19.98	2 x bird boxes
	<b>Total</b>			<b>£ 10,458.28</b>	

**Playing Field**

<b>CHQ No:</b>	<b>Name</b>	<b>Invoice Number</b>	<b>Cost</b>	<b>Reason</b>
DP	Barclays Bank	13.1.23/12.2.23	£ 8.35	Bank Charges
DD	EDF Energy		£ 10.00	CCTV Electric
DD	EDF Energy	E71981878005	£ 76.52	CCTV Playing Field Supply
	<b>Total</b>		<b>£ 94.87</b>	

**Education Bursary Fund**

<b>CHQ No:</b>	<b>Name</b>	<b>Invoice Number</b>	<b>Cost</b>	<b>Reason</b>
DP	Barclays Bank	13.1.23/12.2.23	8.50	Bank Charges
BACS	Application 15		3,000.00	Grant Issued
BACS	Application 18	Sales Receipt 154504	299.00	Grant Issued
BACS	Application 17	D 1065 Dive Nqy	1,115.00	Grant Issued
BACS	Application 19		199.00	Grant issued
	<b>Total</b>		<b>4,621.50</b>	

**Grand Total for February 15,174.65**

b) To approve the bank balances as of 31<sup>st</sup> January 2023.

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

**304/22 Items for the next agenda**

Annual Meeting of the Parish Council.

**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.

**305/22 Confidential items –**

Notice of Cllr Dowds resignation was given.

Meeting date agreed to discuss co-option onto the Council with an interested applicant.

Meeting closed 20.45 pm.

Signed: .....