

St Dennis Parish Council
Minutes of the Ordinary Council Meeting held online
on Tuesday 2nd March 2021 at 7.00pm

The Chair welcomed all present to the March meeting of the Parish Council and reminded those present of the protocols for online meetings.

Present: Cllr Clarke (Chair), Cllr Mr N Edmunds (Vice Chair), Cllr Taylor, Cllr Kelsey, Cllr Mrs T Edmunds, Cllr Lodomez, Cllr Howard, Cllr Harwood, Cllr Jones, Cllr Sinnot.

In Attendance: Lynn Clarke Clerk, Rev Paul Arthur, Cornwall Councillor Mr F Greenslade, and 2 members of the public.

270/20 Apologies.

None.

271/20 To formally Co-opt a new Cllr. the co-option of new Councillors.

Jennifer Burnett was officially invited to join the meeting as a Councillor following a decision made to Co-opt Mrs Burnett at the Finance Staffing and General-Purpose and Audit meeting held on the 18th February 2021.

272/20 Declarations of Interest.

None Declared. Cllr Clarke reminded those present that if any matter arises during the course of the meeting, advice should be sought from the Clerk and the Chairman before continuing.

273/20 Public Participation (to include Cornwall Councillors Report).

- a) **Public Participation:** Cllr Mr N Edmunds has been asked by a member of the public where they can obtain a map of the footpaths within the Parish that is large enough to show all the paths. The Clerk informed that this would need to be of an A1 size, and we do not have the ability to print at this size. We can produce this at A3 but it is not very clear. This may be available from Cornwall Council. Cllr Taylor informed that most Ordinance Survey Maps show the footpaths.

Mr Nick Morris introduced himself as the Conservative Candidate for St Dennis and St Enoder Ward in the 2021 Elections and gave a little background information to those present.

- b) **Cornwall Councillors Report:**

Cllr Greenslade informed that the postal voting system is currently being advertised on Cornwall Council website and on his official Facebook Page, emphasising the need to spread the word that this service is available for the upcoming elections as there are a lot of people that are still shielding due to the current pandemic.

Cllr Greenslade has received reports of numerous road surface defects between Domellick Hill and the new chapel, these have been forwarded to Cornwall Council.

Cllr Greenslade has been contacted by a member of the public who is in need of support, this has been forwarded to the Parish Council Office. The Clerk confirmed that options were still being investigated.

Cllr Greenslade gave a verbal report on his Community Chest Fund, 10 grants have been awarded to local projects and good causes; the funding has all been allocated for this year.

Cllr Mrs T Edmunds asked Cllr Greenslade for advice on cars that have been abandoned in Robartes Rd Car Park. These have been reported to Cornwall Council. Information in relation to the vehicles has been received to say that they have broken down. Cllr Greenslade advised that the Clerk contact the Enforcement Team and enquire as to what further action can be taken.

274/20 To adopt the minutes of the Ordinary Council Meeting on Tuesday the 2nd February 2021.

Resolved - To approve the minutes. Proposed by Cllr Taylor, seconded by Cllr Mrs T Edmunds. All others in favour.

275/20 To note the minutes from the following meetings and adopt the recommendations therein:

- a) General Purpose, Finance, Staffing and Audit – Contractor agreed for the Open Spaces Contract.
- b) Education Bursary Scheme - 17 decisions ratified, 5 applications reviewed, 5 new applications decided. Potential spends from the meeting including ratified decisions £5773.00.
Recommendations accepted.

276/20 Matters Arising – Information only.

None. All items are on the agenda for discussion.

277/20 To agree the delegated decisions made over the past month.

Tree removal in the Cemetery at a cost of £60.00.

Resolved - To agree the decision, proposed by Cllr Mr N Edmunds seconded by Cllr Taylor all in favour.

278/20 Clerks Report:

Cllrs descriptions have been added to the website.

The Cemetery page requires reviewing and possibly invite members of the public to forward photographs for the page.

Parish Council email address have been set up the clerk is still waiting for confirmation that all Cllrs have now got access to their accounts.

Charity Commission page has been updated to reflect the new Cllrs who joined last month.

If there is a return to normal meetings in May the usual meeting room will not be big enough to safely hold a meeting – alternative venues need to be investigated.

Several incidents of unauthorised access to the Playing Field have been reported to the Police over the past month.

4 x Covid-19 information signs for the Playing Field have been requested from Cornwall Council.

Damage to the bus timetable signs have been reported to Cornwall Council. One has been repaired. A second is due to be repaired mid-March.

279/20 Covid-19 update.

The lower end of the Playing Field is to remain closed. This could re-open at the end of March providing the guidance does not change.

All other restrictions remain in place.

Virtual Meetings are still scheduled to end on the 6th May 2020.

280/20 Update on the provision of grit bins.

The Hendra Prazey bin has been delivered in the wrong location the Clerk is currently liaising with Cormac to see if this requires to be moved immediately or if this can be moved when the bin is less full.

Hendra Heights Grit bin is on order and due to be delivered in the near future.

281/20 Update on the telephone box in Trerice Terrace.

Guide quotes have been sought for the repairs and they are in the region of £600 – £700.

This excludes the cost of the door frame at £256 excluding VAT. All repairs would equate to approximately £1000.

Several options for the funding were discussed, several suggested uses for the telephone box were also put forward. **Action** – Clerk to obtain three quotes for the work. A post to be put on the website and FB for possible uses and possible contributions invited for the repair costs.

282/20 To agree the costs of the evaluation of the Clerks role from Calc.

Cllr Clarke informed that a working party from the Staffing Committee have evaluated the role and this now at a stage where it requires approval from CALC (Cornwall Association of Local Councils). The clerk went on to say that the costs would range from £75 - £150 depending on the amount of work required.

Resolved – To agree the costs up to a value of £150. Proposed by Cllr Mr N Edmunds, seconded by Cllr Mrs T Edmunds all in favour.

283/20 To agree the cost of the bench repairs at Trelavour Prazey.

The clerk put forward three options for consideration. It was **Resolved** – For the work to be carried out by Mr Pilsworth at a cost of £60 with the Parish Council providing the materials.

Proposed by Cllr Kelsey, seconded by Cllr Howard all in favour.

284/20 To agree the cost of Strimmer Training.

Resolved – To agree the training costs of £175.00. Proposed by Cllr Kelsey seconded by Cllr Taylor all in favour.

285/20 To agree the cost of the strimmer repairs.

The Clerk informed the prices for the repairs have not yet been received.

Resolved – To agree the costs via email. Proposed by Cllr Howard, seconded by Cllr Taylor all in favour.

286/20 To agree the price increase for BT for line rental and services.

Resolved – To accept the increase of £2.70 per month. Proposed by Cllr Mr N Edmunds seconded by Cllr Taylor all in favour.

287/20 To discuss the idea of a Swap Box at Enniscaven.

This was discussed at length and it was **Resolved** to grant permission for the use of the bus stop to place a table to use for this purpose, but this must be set up and taken down on a daily basis. This is to be monitored and reviewed and, if the idea were a success, the Parish Council will consider providing a permanent storage unit for this purpose. Proposed by Cllr Mrs T Edmunds seconded by Cllr Mr N Edmunds all in favour.

288/20 Update on the Neighbourhood Plan.

Cllr Mrs T Edmunds informed that herself and Cllr Taylor have met with the company discussed at the last meeting and found them not to be suitable. Cllr Mrs T Edmunds has again contacted Boscawen CEP to arrange a new quotation for the work. For the benefit of the new Cllrs present Cllr Mrs T Edmunds outlined the purpose of a Neighbourhood Plan the requirements and processes.

289/20 Reports from outside bodies.

Cllr Kelsey has provided three written reports that were circulated for meetings attended. The Climate Change Networking Group. China Clay Community Network Panel. St Stephen in Brannel Parish Council – Development & Environment Committee Meeting.

290/20 Consultations and surveys received up to time of meeting.

Climate Emergency Development Plan Consultation. Meeting to be arranged. Social and Environmental Sustainability in Cornwall's Town and Parish Councils survey – Meeting to be arranged for Wed 3rd March to discuss.

291/20 Highways and Footpaths Matters

- a) Update on footpaths – A member of the public has put forward a suggestion of a footpath from the Fire Station to Trelavour Downs. Cllrs acknowledged that this was a good idea, but this is not within the Parish Council's remit as the land is privately owned. Suggestion to be put to highways for consideration. Update on interactive map issues footpath 6 and footpath 30. Email received to inform that the map could not be changed without a legal order to move.
- b) Highways Issues – The Clerk informed that the issue of the white hatching covering the double yellow lines has been forwarded to the Enforcement team for advice. Cllr Howard enquired about the proposal put forward for consideration under the Community Network Highways Scheme for Wesley Place. No update at this time.

292/20 Grant Requests

None Received

293/20 Correspondence Received - To consider correspondence received at the time of the meeting to be tabled.

Email from NALC Star Council Awards Launched - Noted

Email from NALC Re: the release of video series on councillor stories – Circulated.

Email from St Stephen PC regarding putting forward a new representative for the Education Bursary Committee. – Noted.

Letter received from Ace-Arb requesting feedback following the recent tender decisions – Reply sent.

Email from CALC regarding the Local Elections 2021 - Noted

Invitation to attend film premiere of Cornwall's Climate Stories – Circulated.

Letter from Biffa notifying of bin rental increase – Tabled contract no longer running.

Email from member of the public regarding the 'We're Watching You' campaign – noted.

Response from Steve Double MP regarding virtual meetings – Reply read.

Social and environmental sustainability in Cornwall's town and Parish Council survey – dealt with under consultations.

Email received from St Stephen in Brannel PC informing of Cllr resignation - Noted

294/20 Financial

- a) To approve February's payments to creditors as circulated. The clerk updated verbally on the total for this month with the addition of the staff costs the total is £6575.09.

The payment Schedule was approved. Proposed by Cllr Mrs T Edmunds, seconded by Cllr Mr N Edmunds. all in favour.

Community Account

CHQ

No:	Name	Invoice Number	Cost	Reason
DD	Sage	63815812	£8.40	Payroll software
DD	Google Ireland	386859220	£9.20	Secure email
DD	Microsoft		£5.52	Software License
DP	Barclays Bank	13th Jan - 14th Feb	£20.55	Bank Charges
BACS	SeaDog It	3898	£19.95	Hosting Fee
BACS	HMRC	February	£476.91	Tax & NI
BACS	Wages	February	£2,120.55	Staff Costs
DD	EDF Energy		£10.00	Monthly DD for public toilets
BACS	Complete Business Solutions	SINV02588479	£45.46	Ink & Refuse sacks
BACS	ClayTAWC	1979	£2.22	Printing & Photocopying
DD	EDF Energy	S09296083013	£4.19	Cemetery electric
DD	Suez	32195545	£6.36	Waste Collection / bin rental
BACS	Duchy Cemeteries	2198	£420.00	Interment Fee
Card	Spar	1	£15.00	Hardship voucher issued
BACS	Duchy Cemeteries	2207	£80.00	Interment Fee
DD	BT	Q030SZ	£147.96	Quarterly Phone Bill
BACS	Complete Business Solutions	INV02608231	£66.00	Stamps
BACS	Complete Business Solutions	INV02608230	£32.96	Ink cartridge
Card	Spar (post office)	1-439861	£1.29	Large letter postage
BACS	Mid Cornwall Saw Centre	182871	£204.00	Chainsaw
BACS	Duchy Cemeteries	2212	£420.00	Interment Fee
bacs	Cormac	115871	£140.77	Grit box refill Hendra Heights

Total Spend for February 2021 £4,257.29

Playing Field

CHQ No:	Name	Invoice Number	Cost	Reason
DP	Barclays	13th Jan - 14th Feb	£6.35	Bank Charges
BACS	Wisdom Signs	7906	£108.00	Playing field dog signage
Total			£114.35	

Education Bursary Fund

CHQ No:	Name	Invoice Number	Cost	Reason
DP	Barclays	13th Jan - 14th Feb	£8.45	Bank Charges
BACS	Application 30		£300.00	Grant issued
Bacs	Application 38		£300.00	Grant issued
BACS	Application 39		£300.00	Grant issued
BACS	Application 35		£300.00	Grant issued
BACS	Application 21		£195.00	Grant issued
BACS	Application 34		£300.00	Grant issued
BACS	Application 31A		£250.00	Grant issued
BACS	Application 31B		£250.00	Grant issued
Total			£2,203.45	
Grand Total for the month			£6,575.09	

- b) To approve the bank balances as at 31st January 2021.
Approved proposed by Cllr Taylor, seconded by Cllr Mrs T Edmunds, all in favour.
- c) To approve the staff costs for February of £2597.46. **Approved** Proposed by Cllr Taylor seconded by Cllr Mrs T Edmunds all in favour.

268/20 Items for the next agenda

Annual Parish Meeting
 Telephone Box
 Parish Council Tools

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.

Cllr Clarke reminded before this section of the meeting can start, " I am required to remind you all that this is a confidential meeting and is not to be discussed with anyone out of this meeting. I also need your confirmation that no-one else in your household is in the room or can overhear the conversations that are to take place during this meeting. The clerk will record your response individually".

Cllr Mr N Edmunds, Cllr Mrs T Edmunds, Cllr Kelsey, Cllr Howard, Cllr Burnett, Cllr Taylor, Cllr Harwood, Cllr Jones, Cllr Sinnot, Cllr Lodomez, Cllr Clarke and the clerk all informed that they were in an area that could not be overheard by other members of the household.

295/20 Confidential items –

A list of items covered at the recent staff meeting was given by the clerk.

There being no other business to be transacted the Vice Chairman closed the meeting at 21.00pm.

Signed: