

St Dennis Parish Council
Minutes of the Ordinary Council Meeting held at ClayTAWC on Tuesday
3rd December 2024 at 7.00 pm.

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

Present: Cllr Clarke (Chair), Cllr Burnett (Vice Chair) Cllr Edmunds, Cllr Kelsey, Cllr A Griffin, Cllr James, Cllr J Griffin, Cllr Hawkins.

In Attendance: Clerk Lynn Clarke, Senior Office Administrator Tamsyn Moore, Cornwall Council Dick Cole (CC Cole) and 1 member of the public.

271/24 Apologies.

None.

272/24 Declarations of Interest.

Cllr Kelsey declared an interest in item 33 on the agenda as the applicant for the grant and was advised to leave the room.

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.

273/24 Public Participation (to include Cornwall Councillors Report).

a) Public Participation:

Cllr Clarke took the opportunity to thank Cllr Edmunds, Cllr A Griffin and all those who assisted with the Remembrance Day for their hard work and assistance in the management of the road closure for the event.

b) Cornwall Cllr: (CC Cole)

A copy of CC Cole's report can be found [here](#).

CC Cole added to the report informing those present that a meeting has been arranged for the 13th December to inspect the play areas arrangements were made for the Clerk to attend the meeting at Hall Road.

Further updates were provided regarding a recent China Clay and Luxulyan Area Partnership Meeting that CC Cole Chaired. Following a presentation at that meeting, by Cornish Lithium, he intends to seek further clarification on the proposed timescales for the project as those announced in the presentation differ from the original timescales outlined for the project.

274/24 To adopt the minutes of the [Ordinary Meeting](#) of the Parish Council held on the 5th November 2024.

Resolved - To adopt the minutes with the following amendments: 238/24 b); an apostrophe inserted in CC Coles report (Cole's). 245/24; Working Man's Club changed to Working Men's Club. 260/24 Cllr Kelsey's name removed from the attendance at the Statkraft meeting. All others present in favour.

275/24 To note the Minutes of the following meetings and Full Council to adopt the recommendations therein.

General Purpose, Finance & Audit Committee – Regular payment list approved, proposed budget reviewed and approved for acceptance by Council, second quarter figures approved, approved contractor list reviewed, internal auditor for 25 – 26 approved.

Staffing Committee Meeting – Discussed under confidential.

276/24 Matters Arising – Information only.

- The bench placement approval letter has been sent.
- The tree planting event has taken place.
- The land sale of Hendra Prazey has been completed.
- Training has been booked.

277/24 To agree the delegated decisions made in the past month.

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

278/24 Financial

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

It was **Resolved** –To accept the payment schedule as presented. All present in favour.

Community Account

CHQ No:	Name	Invoice Number	Cost	Reason
DD	Sage	GB-00027081	£ 18.00	Payroll software - December
DD	Barclays Bank	14.10.24 - 12.11.24	£ 8.50	Bank Charges
DD	Giff Gaff	1731716481853	£ 10.00	Monthly Package
DD	Nest Pension		£ 54.89	Pension Contributions
DD	Suez	33468429	£ 85.04	Waste Collection - November
DD	YU Energy	2196433	£ 24.70	Electric Cemetery
DD	EDF	KI-F03C8973-0004	£ 16.15	Electric Cemetery
DD	Coast to Coast Communications	30115	£ 27.24	Office Phone
BACS	HMRC		£ 1,571.67	Tax & NI
BACS	Staff costs		£ 6,815.23	Staff Costs
BACS	Microsoft	E0300UCPMW	£ -	Online Services
BACS	Piran Technologies Ltd	56021	£ 12.55	Monthly Backup
BACS	A1 Tree & Grounds Ltd	2071	£ 1,416.00	Grass Cutting October
BACS	Gould Electronics	118209	£ 94.80	Memorial Parade Radios
BACS	Mays Country Store		£ 21.90	Loose Tools
BACS	Mays Country Store		£ 19.26	Maintenance - consumables
BACS	TEEC	INV - 5091	£ 223.19	Annual website hosting
BACS	Duchy Cemetery's Ltd	3433	£ 90.00	Grave digging
BACS	Wisdom Signs	9180	£ 228.00	Advance Warning Signs
BACS	Wisdom Signs	9181	£ 156.00	Banners
BACS	Scribe	INV-7738	£ 673.92	Scribe Accounts Package
BACS	Cornwall Cleaning Supplies	891	£ 16.79	Hand Soap
BACS	Cornwall Cleaning Supplies	873	£ 27.02	Toilet Rolls
BACS	Banner Business Solutions	SINV04163205	£ 98.24	Office Stationery

BACS	Office Furniture Online	Pro Forma 5659309	£	100.80	Office Chair
BACS	Spalding Associates Ltd	23-124	£	720.18	Habitat Survey & ECOP
BACS	Central Cleaning	2383	£	459.00	Cleaning Public Toilets November
BACS	Hooded Talons	4	£	210.00	Rodent Control
BACS	UK Stamp Company LTD	1390	£	73.40	Stamps
BACS	CALC	2425-284	£	36.00	Introduction to Planning Training
BACS	Queens Garage	797	£	15.00	Fuel
BACS	SLCC	MEM251026-1	£	353.00	Membership Fee
card	Amazon	INV-GB-124968951	£	21.98	Tea lights
card	Amazon	INV-GB- 195345999	£	6.99	Cable Ties
card	Amazon	INV -GB-134968131	£	5.95	White Enamel Paint
card	Amazon	INV-GB1791081715	£	8.25	Graffiti Remover
card	Amazon	GB47VRHPWAEUI	£	9.99	Black Enamel Paint
card	Amazon	INV-GB-169717161	£	19.98	First Aid Kits x 2
card	Amazon	INV-GB-223424467	£	13.96	Copper wire fairy lights (Lanterns)
card	Amazon	GB48D7LWLAEUI	£	10.45	AA Batteries (Lanterns)
card	Amazon	GB48513POAEUI	£	11.99	Laptop Bag
card	Screwfix	A19502010606	£	8.49	Wire Brush
card	Mole Valley Farmers		£	16.00	3 x Bags of Top Soil
Cheque	Royal British Legion	101043	£	140.00	Memorial Wreaths
	Total			£ 13,950.50	

Playing Field

CHQ No:	Name	Invoice Number	Cost	Reason
DP	Barclays Bank	14.10.24 - 12.11.24	£ 8.00	Bank Charges
DD	Yu Energy	2188307	£ 16.77	Electricity
BACS				
	Total		£ 24.77	

Education Bursary Fund

CHQ No:	Name	Invoice Number	Cost	Reason
DP	Barclays Bank	14.10.24 - 12.11.24	£ 8.50	Bank Charges
	Total		£ 857.50	

Grand Total for October 2024 **14,832.77**

All invoices listed have been certified and verified by the RFO:

Date: 03/12/24

- b) To approve the bank balances as of [31st October 2024](#).
It was **Resolved** to approve the bank balances. All present in favour.

279/24 Clerks Report:

Noted. A copy can be found [here](#).

280/24 To discuss and agree further investigation to change to a gov.uk domain.

A report was provided prior to the meeting a copy of this can be found [here](#).

It was **Resolved** to make further investigations regarding this matter including associated costs. All present in favour.

281/24 To agree how the proceeds will be utilised from the sale of the land at Hendra Prazey.

It was **Resolved** to allocate the sum of £14,913.00 towards the Ear Marked Reserves for the development of the land at Dunstan Close. All present in favour.

282/24 To discuss the options for the Parish Council to assist in the installation of footpath signage and enhancements.

Cllr Edmunds informed that some new signage has been installed by Cornwall Council. The item was deferred until the next meeting as further information is expected from Cormac.

283/24 To discuss taking over the ownership of the two small play areas and to agree actions required.

It was **Resolved** to proceed in formulating plans for the refurbishment and ownership of the Hall Road play area. Enquiries are to be made regarding the play area at Hendra Heights once this project has been completed. All present in favour.

284/24 To approve the cost of a maintenance contract for the cleaning of the CCTV cameras.

It was **Resolved** to approve the cost of £70 per year plus VAT from Waldon's. All present in favour.

285/24 To agree the precept demand for 2025 – 2026.

This was discussed at length and it was agreed that due the additional costs for staffing, undertaking additional work around the parish and the proposed ownership and management of the Hall Road play area the demand this year would need to reflect the increased costs.

It was **Resolved** to put in a precept demand of £159442.00. A detailed report is to be drafted for residents outlining the reasons behind the increase and the impact that this will have on the Council Tax bill for 25-26. All present in favour.

[Budget 25-26](#); [Ear Marked Reserves 25-26](#); [Budget workings 25-26](#).

286/24 To receive an update on the 2024 Christmas Tree Project and to agree any costs and actions required.

A report for this item was circulated prior to the meeting a copy of this can be found [here](#).

Updates from the report were provided as follows:

- Tree has been installed.
- The banners have been put out.
- Posters have been put up and resident letters have been sent
- The road closure has been approved.

Cllrs were advised that the weather forecast for the 6th December did not look favourable and the caterers were not happy to set up and serve in the rain that has been forecast.

It was **agreed** that alternative arrangements would be advertised in the event of bad weather and a decision would be made on Thursday the 5th to confirm the arrangements for the evening. All present in favour.

It was **Resolved** To approve the additional costs and the use of the card were approved. All present in favour.

287/24 To receive and update on the welcome signage and to agree actions required.

CC Cole advised that a meeting has taken place with representatives from Cormac and that a final report on the proposals is currently being drafted.

288/24 To discuss a one-way system for the village.

Deferred.

289/24 To receive an update on the purchase of the land at Dunstan Close.

Deferred.

290/24 To approve the cost of refurbishing a laptop at a cost of £180 + VAT.

It was **Resolved** to approve the cost from GM Computers to refurbish, on the provision the lap top operating system will be compatible with Windows 11. All present in favour.

291/24 To approve the cost of an additional ESET License for the laptop.

It was **Resolved** to approve the cost of the license at £35. All present in favour.

292/24 To approve the cost of training for Cllrs and staff.

It was **Resolved** to approve £20 + VAT for Code of Conduct Training. All present in favour.

293/24 Update on the Emergency Plan

Deferred.

294/24 Update on the Neighbourhood Plan and to approve any associated costs and how these will be funded.

CC Cole advised the working party are awaiting the maps from Cornwall Council to enable the second consultation to be printed. It was proposed that public drop in sessions be scheduled for the end of January.

295/24 Reports from Outside Bodies

Cllr Clarke and Cllr James & Cllr J Griffin attended the China Clay Area & Luxuylan Community Area Partnership Meeting. A verbal update was provided for the meeting: The land opposite the incinerator is owned by Cornwall Council and they are looking at a biodiversity plan for this area. The drink drive initiative has been launched by Devon & Cornwall Police. ASBO's have been issued for anti-social behaviour in this area. A reminder that off road bikes that are being ridden need to be reported to the police and if possible any footage or images of these events should be forwarded to the police. There is no news on the amount of levelling up funding that will be available to Cornwall at present. Recycling

centres are to start trialling booking systems for waste disposal to alleviate traffic build up on minor roads.

296/24 Consultations/Surveys received up to the time of meeting.

- a) General Consultations
Consultation on remote meetings, hybrid meetings and proxy voting.
A report regarding this consultation was circulated prior to the meeting a copy of this can be found [here](#);
It was **Resolved** to submit responses as a council. Cllrs views were provided on the consultation questions. The Clerk will collate the responses and circulate to all for approval prior to submission. All present in favour.
- b) Planning Applications received up to the time of the meeting.
None

297/24 Highways and Footpaths Matters

- a) Footpaths.
- b) Highways.
A large pothole at the bottom of Trelavour Road was highlighted. Both CC Cole and the office have reported this to Cornwall Council. CC Cole advised that the area from Carne Hill and Trelavour Road are scheduled to be re-surfaced next year.
Parking concerns were reported to the office around the entrance to Grose Meadows / Whitegates and along Trelavour Road. It was agreed to note these concerns and to factor these issues into the potential improvements and one way system.

Cllr Kelsey, Cllr James, Cllr A Griffin & CC Cole left the room

298/24 Grant Requests

A grant application from St Dennis Art Group has been received.

The additional information requested was submitted to those present. Concerns were again raised about the sustainability of the group.

It was proposed to grant them £400. This was amended with a proposal for £500, which was seconded and put to a vote. It **Resolved** to grant the Art Group £500 of funding towards their running costs. All present in favour.

Cllr Kelsey, Cllr A Griffin, Cllr James and CC Cole were invited to re-join the meeting.

299/24 Correspondence received.

Transformation Cornwall October 2024 Newsletter.
Action Notes from the China Clay Area and Luxulyan Community Area Partnership Meeting.
Local Council Finance Briefing from the meeting on the 7th November 2024.
Update on the Lithium-ion Batteries Campaign.
Cornish Lithium Community Liaison meeting notes.
Email update from Statkraft regarding the name change to the solar farm.
Invitation to attend Cornwall Council budget stakeholder event.
Police and Crime Commissioner's weekly column 25/11/24.
Invitation to attend Lithium ION Battery Campaign webinar.

300/24 Items for the next agenda.

To discuss a working party for the next year's Christmas Tree Lighting Event.

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 Edmunds left the meeting at 8.50 pm.

301/24 Confidential items –

[Staffing Committee Meeting](#) – Cost of new Office Chair approved. Cost of hand held sander approved. Socket set & spanner set approved. 24-25 pay award approved, back pay to April 24 agreed. Ink allowance for home working at home agreed.

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

Meeting closed 8.55 pm.

Signed: