

**St Dennis Parish Council**  
**Minutes of the Ordinary Council Meeting held in the Clay**  
**Tawc Centre on 5<sup>th</sup> February 2019 at 7.00pm**

**Present:** Cllr Mrs J Clarke (Chairman), Cllr Mrs K Taylor, Cllr Ms S Kelsey, Cllr Snell, Cllr Cotton, Cllr Mrs T Edmunds, Cllr Mr N Edmunds, Cllr Mrs P Lodomez

**In Attendance:** Lynn Clarke Clerk, Lisa Tucker Administrator, Cornwall Cllr Mr F Greenslade, Rev Arthur, Inspector Miles Topham, Mr A Barret Fire Service Project Lead, Mr A Hitchens Tri-Service Safety Manager.

**210/18 Apologies**

Cllr Harwood. Apologies approved.

**211/18 Election of Vice Chair to serve until May's Annual Meeting**

Cllr Mrs T Edmunds nominated Cllr Mr N Edmunds seconded by Cllr Ms S Kelsey, there being no other nominations a vote was taken 7 voted for Cllr Mr N Edmunds to stand as Vice Chair.

**212/18 Declarations of Interest**

None Declared

**213/18 Public Participation (to include Cornwall County Councillors Report)**

a) **Public Participation: Presentation Inspector Topham, Mr A Barret and Mr A Hutchins on the role of the new Tri-Service Officer.**

The Tri-Service officer role is a collaboration between Cornwall Council, Devon & Cornwall Police, South Western Ambulance Service, Cornwall Fire and Rescue & community Safety Service.

The role was originally piloted during 2014 in Hayle. During Phase 3 of the project a further 10 permanent positions of TSSO posts have been created for Cornwall, one of which will be based in St Dennis.

The officers will have access to all the services IT systems and be based at St Dennis Fire Station for up to 44 hours per week. The role has been designed to focus on community engagement, early intervention, and prevention of incidents, when not on demand for another specific service, responding to what the community requires at the time.

The new TSSO's started their induction and training in November, attending training from the various services and are due to start a six week induction on the 1<sup>st</sup> April, hopefully being fully operational by mid-May. The expectation is that they will work closely with other officers and services having significant advantages in terms of understanding the whole picture when it comes to safeguarding and information sharing between these services.

Cllr Mrs J Clarke asked if they would be based in St Dennis, Inspector Topham informed that they would predominantly be in this area.

Cllr Cotton asked if they would have their own equipment or would they be sharing with other South West Ambulance Service first responders such as himself. Mr Barret

assured Cllr Cotton that each responder would be provided with all the equipment they require and they would be working alongside other responders within the area.

Cllr Snell enquired if they would be covering other villages within the area. Mr Barret replied that they usually operate within a short distance from the Fire Station.

Cllr Mrs K Taylor asked if the new role would mean a reduction in current service personnel levels and was assured that the Tri-Service Officer would be an additional team member.

Cllr Mrs T Edmunds asked how long this position would be running and was informed that this is to be on a permanent basis.

Cllr Ms S Kelsey raised a concern that the Fire Station was a remote location for the Officer to be based and some people from within the community that would benefit from the service would possibly not be able to safely attend an officer based in this location, asking would they not be more accessible if located within the village, Inspector Topham assured that this can be re-evaluated, and they will address the needs of the community as they arise.

Rev Paul Arthur and Cornwall Councillor Greenslade both agreed that the Tri-Service Officer would be a great asset to the village.

- b) **Public Participation Continued.** Rev Arthur informed that the abandoned car had been collected from the Church car park and thanked the Parish Council for all their help with this matter.
- c) **Cornwall Councillors Report:** Cllr Greenslade raised an issue that had been brought to his attention that the road at the top of Hendra Heights did not have a grit bin available for residents use during adverse weather, and the bin near the Working Man's Club is now empty. The clerk informed that they had all been checked before the snow and they were all adequately filled reminding all that if they notice levels are getting low could they please report this to the Parish Council Office. The Clerk will place a request with Cornwall Council and arrange for the bins to be checked and re-filled where necessary.

Cllr Greenslade went on to report:

- The Community infrastructure Levy for planning applications is now in place this scheme works in conjunction with the section 106 payments.
- The A30 link road is open to the public for their approval on Cornwall Council Website from the 7<sup>th</sup> February.
- Cllr Greenslade is still lobbying the need for a link road across the railway line at the incinerator to reduce HGV movement through the village.
- Cornwall Council have adopted the road to the incinerator.
- The Scrutiny Committee have been looking at the issue of 147 of backlogged cases of blocked footpaths which have not yet been resolved.
- There has been a request put forward for a new dog waste bin to be placed at the entrance to the incinerator road.

### **214/18 To adopt the Minutes of the Ordinary Council Meeting held on the 8<sup>th</sup> January 2019.**

Minutes for the 8<sup>th</sup> January were accepted proposed by Cllr Mrs K Taylor seconded by Cllr Mrs P Lodomez. Cllr Mrs T Edmunds, Cllr Mr N Edmunds, Cllr Snell and Cllr Cotton abstained as not present at the meeting all others in favour.

**215/18 To note the minutes of the following meetings and Full Council to adopt the recommendations therein.**

Education – Potential spend from the meeting held on the 15<sup>th</sup> January was £3422.97.

Planning – No recommendations.

**216/18 Matters Arising – Information only.**

The clerk asked for a date to be agreed for the Annual Parish Meeting and for invitees to be put forward for the event and clarification on if the Parish Council were to be giving out the Good Citizen Awards during this meeting.

**217/18 To Discuss and agree involvement in a China Clay Cluster Group.**

**Resolved** - To send a representative from St Dennis Parish Council to a meeting to discuss the matter further and to see what benefits could be achieved by such a group Proposed by Cllr Ms S Kelsey seconded by Cllr Mrs T Edmunds all in favour of Cllr Ms S Kelsey attending to represent St Dennis and report back to full council.

**218/18 To discuss and agree the supply of an updated earthing connection to the public conveniences.**

**Resolved** – To arrange an updated connection with Western Power at a cost of £147.74 proposed by Cllr Mr N Edmunds seconded by Cllr Ms S Kelsey all in favour.

**219/18 Update received from Traffic Enforcement.**

The clerk read a report: There have been 5 notices issued in the last two months and 17 patrolled visits. Patrols will continue to be arranged within this area. Cllr Mrs T Edmunds asked if we know that they are covering our area. The clerk confirmed that visits are happening and re-iterated that if the public are aware of incidents and persistent offenders, they can report them direct to Traffic Enforcement Department at Cornwall Council for action to be taken.

**220/18 Update on the Dog Fouling Campaign**

The school are currently running the poster competition, this will close on the 28<sup>th</sup> February, a date has been set of the 6<sup>th</sup> March for the judging and several community groups are putting forward a representative to judge, Cllr Snell and Cllr Ms S Kelsey volunteered to help with the judging. The clerk still has to arrange a date for the presentation for the winner with the school. Mole Valley Farmers have kindly donated some bio-degradable dog fouling bags that are to be distributed to owners through ClayTAWC and the Parish Council Office.

**221/18 To agree the cost of the renewal for the Antivirus Software for the office computers.**

**Resolved** – To agree the cost of £55.00 Proposed by Cllr Mrs K Taylor seconded by Cllr Mr N Edmunds, Cllr Cotton asked why this was required any why we did not use a standard windows 10 version. The Chairman informed that we hold a lot of sensitive data and we need to ensure that we are conforming to General Data Protection Regulations in the safety of the information being held with this clarified it was put to a vote all in favour.

**222/18 To agree the cost and providers of an annual tree survey.**

**Resolved** – To accept the Quotation from Mr Owen for a tree survey and condition report on the trees at a cost of £430.00 for the first year pending receipt of current liability insurance.

Proposed by Cllr Mr N Edmunds seconded by Cllr Snell all in favour.

**223/18 Reports from outside bodies**

Cllr Ms S Kelsey & Cllr Mrs J Clarke attended the CERC Forum Meeting, they were updated on the repairs to the turbine informing all present that the repairs are now due to take place during the planned shutdown.

Cllr Mrs J Clarke and Cllr Lodomez attended the Being a Good Employer Training, they found that the training was very interesting and informative learning more about the position of the Parish Council as an employer.

**224/18 Consultations and surveys received up to time of meeting**

None Received

**225/18 Highways and Footpaths Matters**

- a) Update on footpaths – the clerk informed of two issues that have been reported to them by the Casual Labourers and forwarded to Cornwall Council. There is a list currently being constructed for missing and damaged footpath signs that the public are reporting in to the office once collated this will also be passed on to Cornwall Council.
- b) Update on parking issues – Cormac have informed that the site has been put forward for this year's Community Network Scheme and parking arrangements will be reviewed as part of the scheme if it is taken forwards.

**226/18 Grant Requests**

None Received

**227/18 Correspondence Received - To consider correspondence received at the time of the meeting to be tabled.**

Climate emergency email – Circulated to all.

Parish Council Vacancy – No requests received vacancy open for co-option by the Parish Council.

Cornwall Air Ambulance Grant Enquiry – Clerk has forwarded information requested to the organisation.

Polling District and Polling Places Review - Intention of the review read out further information to be forwarded when received.

Local Maintenance Partnership received – Agreed in principal to continuing with the LMP to be placed on the agenda for the next meeting,

Resignation of Cllr Bates – Resignation letter read, and resignation accepted.

**228/18 Financial**

- a) To approve January's payments to creditors as presented to the table. Payments were accepted. Proposed by Cllr Mrs K Taylor seconded by Cllr Mrs T Edmunds all in favour.

<b>CHQ No:</b>	<b>Name</b>	<b>Cost</b>	<b>Reason</b>
100900	Complete Business Solutions	£23.88	Stationery
100908	Glenn Humphries Landscaping	£259.20	Cemetery Grass Cutting
100084	Glenn Humphries Landscaping	£204.00	Playing Field Grass Cutting
100906	Glenn Humphries Landscaping	£283.20	Trelavour Prazey, Bus Stops and verges
100904	Cornwall ALC	£156.00	Cllr Training Being a good employer
DD	South West Water	£20.62	Cemetery Water Rates
100905	I Pick Up	£28.98	Dog Fouling Campaign
100907	ICCM	£204.00	Exclusive right of burial training
100902	Lex Designs	£18.00	Office Sign
100909	Duchy Cemetery's Ltd	£65.00	Interment Fee
100900	Complete Business Solutions	£24.10	Shorthand note pads
100900	Complete Business Solutions	-£14.40	A6 notepads
DD	EDF	-£15.29	Toilet Electric
100900	Complete business solutions	£98.89	Ink Cartridges
100909	Duchy Cemetery's Ltd	£375.00	Interment Fee
100904	Cornwall ALC	£360.00	Working with your council Training
100901	Sea Dog IT	£19.95	Website Hosting
DD	South West Water	£47.61	Water Rates
DD	EDF	£32.00	Electric Cemetery
DD	Microsoft	£9.48	Software License
DD	Google	£6.60	Secure email
DD	Sage Payroll	£7.20	Software License
100899	ClayTawc	£25.59	Photocopying / refreshments
100903	Central Cleaning	£290.40	cleaning Public Toilets
100909	Duchy Cemetery's Ltd	£65.00	Interment Fee
100910	Drew Memorials	£1,137.60	Memorial testing & temporary Stabilising
Bacs	HMRC	£269.60	Tax & NI
Bacs	Wages	£2,455.32	Staff Costs
	Petty cash	£29.39	
<b>TOTAL SPEND FOR January</b>		<b>£6,486.92</b>	

- b) The Bank Balances as at 31<sup>st</sup> December were approved. Proposed by Cllr Mr N Edmunds seconded by Cllr Mrs T Edmunds all in favour.

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.

**229/18 Confidential items – Minuted Separately**

None

There being no other business to be transacted the Chairman closed the meeting at 9.02pm.

Signed: .....

DRAFT