

St Dennis Parish Council
Minutes of the Ordinary Council Meeting held online
on Tuesday 7th July 2020 at 7.00pm

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

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

In Attendance: Lynn Clarke Clerk.

74/20 Apologies.

Cllr Richards. Apologies approved
7.05 Cllr Lodomez joined the meeting

75/20 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.

76/20 Public Participation (to include Cornwall Councillors Report).

- a) **Public Participation:** No members of the public present. Cllr Clarke has received a complaint regarding dog fouling in the Cemetery Grounds. Cllr Howard highlighted several ongoing issues on the Goss Moor Trail. Cllr Harwood informed of problems with excessive noise from the Playing Field in the evenings even though the park is officially closed at this time.

7.10 Cllr Kelsey joined the meeting

- b) **Cornwall Councillors Report:** Cllr Greenslade was not in attendance. Cllr Mrs T Edmunds asked that the lack of grass cutting within the Parish by Cornwall Council be brought to the attention of our Cornwall Cllr. All verges and the Hall Road play area are in desperate need of being cut back. It has also been noted that there are several privately owned vacant properties within Hall Rd that have overgrown gardens. Cllr Mrs T Edmunds requested that this information be forwarded to Cllr Greenslade to raise with Cornwall Council.

77/20 To adopt the adopt the minutes of the Ordinary Council Meeting on Tuesday the 2nd June 2020.

Resolved - To approve the minutes. Proposed by Cllr Taylor seconded by Cllr Howard all in favour.

78/20 To note the minutes from the following meetings and adopt the recommendations therein:

- a) Playing Field: To agree the costs of the gate post extension, the purchase of paint for the bench, the disposal of scrap metal, consultation on the banning

of dogs. **It was Resolved** to accept the recommendations. Proposed by Cllr Taylor seconded by Cllr Howard all in favour.

- b) Cemetery – The painting of the shed, cost of the bench repair, CCTV installation, land valuation survey. **It was resolved** to accept the recommendations. Proposed by Cllr Mrs T Edmunds seconded by Cllr Lodomez all in favour.

79/20 Matters Arising – Information only.

The parking problem highlighted at the last meeting has been reported to Coastline Housing and an application for double yellow lines in this area has been put forward to the Community Network Highways Scheme for consideration.

The clerk is still waiting for two Cllr descriptions.

80/20 agree the delegated decisions made over the past month

No decisions made

81/20 Clerks Report:

- The cemetery shed has been painted and the roof repairs have been carried out.
- Highways & Environment Focus Groups are due to start again online.
- The survey for the banning of dogs from the Playing Field has been launched so far there have been 25 responses.
- Microsoft emails have been applied for, currently awaiting a decision.
- Education Bursary funding the invoice has been raised and forwarded to Cornwall Council.
- The structural survey has been undertaken and the office floor will take the weight of the new safe.
- Petty cash purchases are becoming problematic as most shops are only taking card payments due to Covid-19. Cllr Clarke proposed that due to the current situation petty cash purchases be made by card where necessary and petty cash spend to be added to the payment schedule temporarily. Seconded by Cllr Mr N Edmunds all in favour.

82/20 To agree a monthly Parish Council article for the St Dennis Community Website.

Cllr Clarke raised concerns that this would be extra work for the clerk. The clerk informed that the intension would be to use articles already drafted and issue a shortened version for the website to reach more residents. **Resolved** – To issue a monthly article. Proposed by Cllr Mr N Edmunds seconded by Cllr Kelsey all in favour.

83/20 To discuss the Councillor Advocate Scheme.

After lengthy discussion it was agreed that all Cllr's forward their views to the clerk. These will be collated and emailed out to all Cllr's an informal meeting to be arranged to discuss the matter. **Deferred** – To be placed on the agenda for the next Full Council Meeting.

84/20 To review the closure of the public toilets.

The clerk advised that Cornwall Council and other Parishes are re-opening these facilities. Cllrs discussed the matter and **Resolved** to open the toilets as soon as it is practical to do so.

85/20 To agree the purchase of items / services required to enable the safe opening of the toilets.

Resolved – To accept the quotation from DJR Water Hygiene for the legionella testing. To purchase a free standing hand sanitiser unit for outside the facility to be fitted to the wall with a chain and eye bolt for use when open, to purchase of 5ltrs of hand sanitiser and the clerk to produce appropriate signage as required. Proposed by Cllr Mr N Edmunds seconded by Cllr Lodomez all in favour.

86/20 To review the closure of the Playing Field.

Resolved – To open the playing field following Government Guidance and insurance requirements. **Action** – Staff and Cllr's to place out appropriate signage and mark out a one-way system for entering and exiting the area. Proposed by Cllr Mr N Edmunds seconded by Cllr Clarke all in favour.

87/20 To agree the purchase of items required to enable the safe opening of the Playing Field.

Resolved to purchase line paint, tape, and padlocks to reopen the facility. Proposed by Cllr Clarke seconded by Cllr Kelsey all in favour.

88/20 To discuss potential funding from the “Re-opening of High Streets Fund”

Tabled – The Parish Council are not eligible.

89/20 To agree the additional hours for the work required to reopen the above facilities.

Resolved – To agree an extra hour per staff member for the placing out of the signage. Proposed by Cllr Howard seconded by Cllr Kelsey all in favour.

90/20 To agree the clerk attending a Dealing with Difficult and Challenging People and Situations webinar.

It was resolved – For the clerk to attend. Proposed by Cllr Howard seconded by Cr Kelsey all in favour.

91/20 To discuss the provision of allotments within the village.

Resolved – To hold an online survey and gauge the views of residents and to hold a separate informal meeting to discuss the legal requirements further. To be placed on the agenda for the next Full Council Meeting.

92/20 Reports from outside bodies.

Cllr Clarke attended a Virtual Community Network Meeting; report has been forwarded to all Cllr's.

Cllr Mrs T Edmunds attended a virtual planning conference; clerk to forward the report to all Cllr's.

93/20 Consultations and surveys received up to time of meeting

Code of Conduct Consultation – Clerk to re-send the link. Cllr to put their view forward for the clerk to collate.

94/20 Highways and Footpaths Matters

- a) Update on footpaths – Footpath 19. After receiving several complaints about this path it has been noted that this is not on the Parish Council cutting schedule and therefore has been reported to Cornwall Council for the maintenance required. The clerk advised this could be added to the schedule next year if the Cllr's are agreeable. **It was resolved** to have the footpath added to the maintenance partnership. Proposed by Cllr Taylor seconded by Cllr Clarke all in favour.
- b) Highways Issues – Various incidents of inconsiderate parking have been reported throughout the village.

95/20 Grant Requests

Mustard Seed Property – Declined as operating outside the Parish.

96/20 Correspondence Received - To consider correspondence received at the time of the meeting to be tabled.

Letter received regarding potential planning breach – noted.

Flyer received inviting Local Authorities to enter Cemetery of the Year Award – Noted and consideration will be given to entering next year.

Email received from Cornwall Council regarding the error in advice given relating to the Business Rate Grant - noted.

Letter received from Imerys regarding increased incidents of trespassing since the start of the Covid-19 lockdown - noted.

2 complaints received from members of the public regarding dog fouling in the Cemetery. To be referred to the next Cemetery Committee Meeting.

Email from SLCC requesting a support letter to be sent to our local MP reiterating the need for support to secure financial viability of Town and Parish Councils in England – **Agreed**
Clerk to write to local MP highlighting this issue.

97/20 Financial

- a) To approve June's payments to creditors as circulated.
Proposed by Cllr Taylor seconded by Cllr Mrs T Edmunds all in favour.

Community Account

CHQ No:	Name	Invoice Number	Cost	Reason
DD	Sage	63815812	£8.40	Payroll software
DD	Google Ireland	3753837184	£8.28	Secure email
DD	Microsoft	E0300B7VXM	£9.48	Software License June
DD	Microsoft	E0300BHK6T	£9.48	Software License July
DD	Barclays Bank			Account Fees
BACS	SeaDog It	3461	£19.95	Hosting Fee
BACS	HMRC		£385.73	Tax & NI
BACS	Wages		£1,900.33	Staff Costs
DD	EDF Energy		£10.00	Monthly DD for public toilets

Bacs	Hadex	108	£3,058.80	Cemetery Shed renovation
Bacs	Kernow Training	KTL003418	£260.00	Mower Training (Staff)
Bacs	Glenn Humphries Landscaping	11719	£535.20	Cemetery Grass cutting x 2 May
BACS	Glenn Humphries Landscaping	11720	£492.00	Trelavour Prazey, Verges & Bus stops
BACS	Glenn Humphries Landscaping	11827	£535.20	Cemetery Grass cutting x 2 June
BACS	Glenn Humphries Landscaping	11828	£492.00	Trelavour Prazey, Verges & Bus stops
card	brewers	276357	£153.43	paint for Cemetery Shed and park bench
BACS	Cornwall Council	8100019634	£10,000.00	Payment made in error to the PC
BACS	Penpole Engineering	1022	£300.00	Office Survey for safe
BACS	Jefferys Chartered surveyors	DGN/JI/F10723/	£360.00	Land Survey Cemetery
bacs	Claytawc	1932	£1,062.50	Office Rent
BACS	Queens garage	2.02E+12	£16.98	Paint for gym equipment and roller for cemetery

Total Spend for June

£19,617.76

Playing Field**CHQ**

No:	Name	Invoice Number	Cost	Reason
BACS	Glenn Humphries Landscaping	11721	£422.40	2 x cuts, playing field May
Bacs	Glenn Humphries Landscaping	11829	£352.00	2 x cuts, playing field June

Total

£774.40

Education Bursary Fund**CHQ**

No:	Name	Invoice Number	Cost	Reason
BACS	Applicant 17	17	£324.00	Grant Issued

Total

£324.00

Grand Total for the month

£20,716.16

b) To approve the bank balances as at 31st May 2020.

Approved proposed by Cllr Taylor seconded by Cllr Howard, all in favour.

72/20 Items for the next agenda

The banning of dogs from the Cemetery and the Playing Field

Police Advocate Scheme

Allotments.

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.

73/20 Confidential items –

Staffing – Additional hours for June. – Approved.

Staffing Committee pay review – Approved.

There being no other business to be transacted the Chairman closed the meeting at 20.20pm.

Signed: