

## ST DENNIS PARISH COUNCIL

### Minutes of the Finance, Staffing, General Purposes and Audit Meeting held on Thursday the 27<sup>th</sup> February 2020 at 7.30pm in the ClayTAWC Centre

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

**In Attendance:** Lynn Clarke, Parish Clerk.

**F69/19 Apologies.**

None - Cllr Kelsey absent.

**F70/19 Declarations of Interest.**

None Declared. The Chairman reminded all present that if any matter arises during the meeting advice must be sought from the clerk and the council before continuing.

**F71/19 Public Participation.**

No members of the public present. Cllr Howard informed a member of the public has brought to her attention that the bushes on the triangle of land on the crossroads at the top of Hendra Road, near Penwyn Garage are obstructing the view of motorists at the junction.

**Action** – Office to report to highways.

**F72/1 To adopt the Minutes of the Finance, Staffing, General Purposes and Audit Committee held on the 10<sup>th</sup> December 2020.**

**Resolved** – To accept the minutes, proposed by Cllr Taylor seconded by Cllr Harwood, all in favour. Cllr Lodomez and Cllr Howard abstained as not present at the meeting.

**F73/19 Matters arising.**

No matters arising

**F74/19 To agree the quotation for the cleaning of the public toilets.**

**Resolved** – To accept the quotation from Central Cleaning. **Action** – Clerk to draw up contract to include preferred opening and closing times. Toilets to be closed later in the summer months on a trial basis. Proposed by Cllr Mr N Edmunds seconded by Cllr Harwood all in favour.

**F75/19 To agree the new tender documents for the landscaping and groundworks tender.**

**Resolved** – To agree the tender documents with the removal of fixed price limits and the removal of the lower boundary within the playing field and bus stop verge. Maps for Trelavour Prazey, Hendra Prazey and the footpaths are to be added. Tender to be advertised in July closing date in September a decision to be made in October. New contract to commence in March 2021. Proposed by Cllr Clarke seconded by Cllr Mrs T Edmunds all in favour.

**F76/19 To agree the findings of the website accessibility test.**

Cllr Clarke felt the check should be carried out by the hosting company with no charge. The clerk informed that they host the website and this check is not included within the monthly fee, it is the Council's responsibility to ensure that any new regulations are met. The clerk has spoken with the website company as the site failed on keyboard accessibility. This is a

basic for all websites and should have been included within the original website set up. The Clerk is awaiting an update from SeaDog IT. Links and images can be checked by the office to ensure they comply with the new regulations. Accessibility statement to be added to the home page.

*Standing Order 1c*

*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 instructed to withdraw'*

**F77/19 Confidential.**

**Staffing** – Appraisal and meeting dates arranged.

Signed.....Date.....

Chairman of Finance, Staffing, GP and Audit Committee

There being no other business within this section of the Chairman closed this meeting at 20.15 pm.