

St Dennis Parish Council  
Minutes of the Ordinary Council Meeting held at ClayTAWC on Tuesday  
13<sup>th</sup> May 2025 at 7.50 pm.

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

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

**In Attendance:** Clerk Lynn Clarke, Senior Office Administrator Tamsyn Moore, Office Administrator Jessica Griffiths, Cornwall Councillor Dick Cole (CC Cole) (arrived at 20.17) and 1 member of the public.

**53/25 Apologies.**

None

**54/25 Declarations of Interest.**

None.

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.

**55/25 Public Participation (to include Cornwall Councillors Report).**

**a) Public Participation:**

During the public participation section Cllrs were made aware of concerns regarding two people using Hendra Corner for sunbathing, drinking and barbecues. It was noted that the behaviour of the persons in question is causing concern to residents. It was questioned if the corner was part of Fore Street as Fore Street is an alcohol-free zone and as such these incidents could be reported to the police for further action. The Clerk to check the exact location of the end of Fore Street.

**b) Cornwall Cllr: (CC Cole)**

Deferred until later in the meeting.

**56/25 To adopt the minutes of the Ordinary Meeting of the Parish Council held on the 1<sup>st</sup> April 2025**

**Resolved** - Proposed and seconded to adopt the minutes as presented. All present in favour.

**57/25 To note the Minutes of the following meetings and Full Council to adopt the recommendations therein.**

None.

**58/25 Matters Arising – Information only.**

- The VE Day event has been held.
- Invitations have been sent for the Annual Parish Meeting.

- The order has been given for the bus shelter repairs the office are waiting on confirmation of a date for this to be completed.
- The Nominees for the Good Citizen Award have been contacted but are unable to attend the Annual Parish Meeting for the presentation.

### 59/25 To agree the delegated decisions made in the past month.

None.

### 60/25 Financial

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

It was **Resolved** –Proposed and seconded to accept the payment schedule as presented. All present in favour.

#### Community Account

CHQ No:	Name	Invoice Number	Cost	Reason
DD	Barclays Bank	Mar / Apr	£ 8.50	Bank Charges
DD	Giff Gaff	1744759380004	£ 10.00	Monthly Package
DD	Nest Pension		£ 77.70	Pension Contributions
DD	HP Instant Ink	1105980142	£ 35.99	Monthly Ink Package
DD	Coast to Coast Communications	32296	£ 15.48	Telephone
DD	Suez	33575303	£ 113.35	Waste Collection
DD	Sage	GB-00475834	£ 18.00	Payroll Software
DD	Source for Business	5089 07711	£ 104.18	Water - Public Toilets
DD	Yu Energy	2541725	£ -	Public Toilets
DD	Yu Energy	2541501	£ 16.57	Playing Field CCTV
DD	Yu Energy	2543235	£ 24.98	Cemetery
DD	Microsoft	E0300W1o1Z	£ -	Online Services
BACS	St Dennis Parish Committee		-£ 16.34	Grant Issued
BACS	HMRC		£ 1,482.32	Tax & NI
BACS	Staff costs		£ 5,458.12	Staff Costs
BACS	Microsoft	E0300w1O1Z	£ -	Software License - April
BACS	Microsoft	E0300WCOVO	£ -	Software License - May
BACS	Central Cleaning	2405	£ 364.00	Relief Maintenance Work
BACS	Central Cleaning	2404	£ 480.00	Cleaning of Public Toilets
BACS	Piran Tech	58780	£ 24.53	IT back up
BACS	ICCM	19463	£ 186.00	Staff Training
BACS	TSSC	9456803	£ 15.85	PPE
BACS	A1 Tree & Grounds Ltd	2119	£ 600.00	Grass Cutting
BACS	Duchy Cemetry's Ltd	3624	£ 90.00	Internment
BACS	Duchy Cemetry's Ltd	3643	£ 90.00	Internment
BACS	CALC	2526-141	£ 0.66	Subscription 25/26
BACS	Glasdon	SI908467	£ 70.78	Bin Liner
BACS	NBB Recycled Furniture	4407771	£ 72.00	Bench Fixings
BACS	NBB Recycled Furniture	4407770	£ 522.00	Cemetery Bench
BACS	NBB Recycled Furniture	4410222	£ 2,154.60	3 x Benches
BACS	Barriers Direct	300702015	£ 98.98	Bollard
BACS	AJK Gas Services	INV-1145	£ 80.00	Beacon Service
BACS	Cormac	CINV-141417	£ 8,508.19	Installation speed sign posts

Card	Amazon	GB537KN8UAEUI	£	48.43	Loose tools
Card	Amazon	GB5007IY4AF1I	£	21.99	Loose tools
card	B & Q	1049612024	£	227.42	Pressure Washer
Card	Tesco		£	14.44	Tea, coffee sugar VE day event
Card	Lidl		£	8.50	Biscuits VE Day event
Card	Flowgas		£	77.34	Beacon Gas
Card	KR and CR Bakeries Ltd		£	13.00	Pasties VE Day event
Card	Cornish Premier Pasties		£	104.00	Pasties VE Day event

**Total** £ 21,221.56

**Playing Field**

CHQ No:	Name	Invoice Number	Cost	Reason
DP	Barclays Bank	Mar/Apr	£ 8.50	Bank Charges
	<b>Total</b>		£ 8.50	

**Education Bursary Fund**

CHQ No:	Name	Invoice Number	Cost	Reason
DP	Barclays Bank	Mar/Apr	£ 8.50	Bank Charges
	<b>Total</b>		8.50	

**Grand Total for April  
2025      21,238.56**

b) To approve the bank balances as of [31<sup>st</sup> March 2025](#).

It was **Resolved** – Proposed and seconded to approve the bank balances. All present in favour.

**61/25 Clerks Report:**

Not Provided

**62/25 To Consider a Legal Service Agreement with Cornwall Council**

It was **Resolved** not to enter into an agreement for the provision of legal services. Proposed, seconded, all in favour.

**63/25 To complete the conflict of Interest form with BDOLLP External Auditors.**

It was proposed and seconded, **Resolved** that there was no conflict of interest with St Dennis Parish Council. All present in favour. Cllr Clarke signed the form on behalf of the Parish Council.

**64/25 To approve the insurance provider and policy costs for 2024/25.**

The Clerk advised that three quotes had been sought for the provision of insurance but two companies advised that they did not feel they could not provide a competitive quote for the cover required. The quotation from Clear Councils was presented to members alongside estimated figures from the other two companies.

It was **Resolved** to accept the quotation from Clear Councils at a cost of £1718.59.

Proposed, Seconded all in favour.

**65/25 To agree details and associated costs for the Annual Parish Meeting.**

It was **Resolved** to delegate a budget of £20 for refreshments to the office. Proposed, seconded, all in favour.

**66/25 To receive and update on the welcome signage and to agree actions required.**

Deferred.

**67/25 To discuss a one-way system for the village.**

Deferred.

**68/25 To receive and update on the mobile speed signage.**

Members were advised that the post installation has been completed and the signs will be ordered in due course.

**69/25 To receive an update on the land at Dunstan Close.**

No further updates at this time.

**70/25 To approve the cost of training for Cllrs and staff.**

It was **Resolved** to approve six places at Code of Conduct Training at a cost of £165.

Two places on Chair Training at a cost of £75.

1 Learning Hub License at a cost of £39 + VAT

Online training courses of £100 + VAT for new staff.

Weed Spraying Training at a cost of £435.

Strimmer and Brushcutter Training at a cost of £195.

**71/25 Reports from Outside Bodies**

None.

**72/25 Consultations/Surveys received up to the time of meeting.**

a) General Consultations

None.

b) Planning Applications received up to the time of the meeting.

PA25/02857 – Prior approval for the installation of a lithium hydroxide demonstration facility and associated ancillary equipment.

Location: Trelith Processing Site Restowrack Downs, St Dennis.

It was **Resolved** to submit a response of no objection. Proposed seconded all in favour.

PA25/03120 Demolition of existing side and rear extensions and construction of new side and rear extension.

Location: Peak Lodge, Trellice, St Dennis.

It was **Resolved** to submit a response of no objection. Proposed seconded all in favour.

PA25/03307 Single Storey Extension to dwelling to include a garage, utility area and store.

Location: 14 Halimote Road, St Dennis.

It was **Resolved** to submit a response of no objection. Proposed seconded all in favour.

Cornwall Councillor Cole joined the meeting.

### **73/25 Highways and Footpaths Matters**

a) Footpaths.

None

b) Highways.

Complaint received regarding white vans parked on Hendra Road obscuring visibility for other road users. Pavement parking concerns to be reported to the police.

The issues of various pot holes around the village were raised again.

Cllr Kelsey asked if double yellow lines could be considered for Hendra Road to alleviate the parking issues currently being experienced. The Clerk enquired if this could be investigated as part of the Highways Scheme. CC Cole informed that the Council is currently experiencing changes of leadership following the recent elections. due to the recent elections. It is currently unclear if the Highways Scheme will remain in place in its current form. Item deferred until more information is obtained.

Cllr Kelsey declared an interest and was advised to leave the room.

### **74/25 Grant Requests**

Correspondence has been received from the Art Group to advise that due to the timing of the payment, grant funds have not been utilised as specified in the application. A request was submitted to the Parish Council for the funding to be used for the Summer and Autumn terms instead of the Spring term.

It was **Resolved** to approve the changes for the spending of the funds. Proposed, seconded, all present in favour.

Cllr Kelsey was invited to rejoin the meeting.

### **75/25 Correspondence received.**

Police & Crime Commissioners Weekly column 31/03/25 - noted.

Charity Commission April Newsletter - noted.

Police & Crime Commissioners weekly column 07/04/25 - noted.

Police & Crime Commissioners weekly column 14/04/25 - noted.

NHS Newsletter April - noted.

Press release from the Office of Police & Crime Commissioner 17/04/25 - noted.

Press release from the Office of Police & Crime Commissioner 25/04/25 - noted.

With the permission of Councillors the chair brought forward agenda item 4 b and invited CC Cole to speak.

CC Cole advised that the new Cornwall Council is currently being formulated and a lot of training is being undertaken. A written report was not provided for this month, but next month business will have commenced and a report will be provided.

### **76/25 Items for the next agenda.**

Action Plan

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.

**77/25 Confidential items –**

None.

Meeting closed 8.50 pm.

Signed: .....