

St Dennis Parish Council
Minutes of the Ordinary Council Meeting held at St Dennis Methodist
Chapel on Tuesday 1st June 2021 at 7.00pm

The Chair welcomed all present to the June meeting of the Parish Council, and to the first physical meeting since the start of the Covid-19 Pandemic, stating that it was nice to see all present in person once again.

Cllr Clarke introduced Cornwall Cllr Cole and Rev Arthur to those present. Cllr Clarke went on to introduce Mrs S Davey who will be taking up the position of Administrator to the Parish Council from the 6th of June. Cllr Clarke congratulated Mrs Davey on her appointment to the position.

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

In Attendance: Lynn Clarke Clerk, Sharon Davey Administrator, Cornwall Cllr Dick Cole, Rev Paul Arthur.

56/21 Apologies.

Cllr Sinnott.

57/21 Declarations of Interest.

None. 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.

58/21 Public Participation (to include Cornwall Councillors Report).

- a) **Public Participation:** Rev Arthur made Cllrs aware that there has been a spate of vandalism at the church with padlocks being removed/damaged and an attempt to remove the gates from the porch. Rev Arthur asked the Parish Council if they have been experiencing any similar incidents recently. Cllr Clarke replied, there have been no incidents of this type, just the normal issues of rubbish being left within the Playing Field, with 7 bags of rubbish being collected from the area today. Cllr Clarke went on to say that this type of petty vandalism and anti-social behaviour appears to be affecting most towns and villages at the moment.
- Rev Arthur informed that Roche Parish Council have been in touch regarding arrangements for this year's memorial parade.
- Cllr Kelsey asked if Cllrs knew about work currently being carried out at Park-an-Dillick. Buildings are being demolished and Cllr Kelsey has been informed that there are plans to mothball part of the works. Cllr Clarke highlighted that whilst part of the area fell under St Dennis Parish it may be possible that where the work was being undertaken fell within the Parish of St Stephen-in-Brannel, as the Parish Boundary runs within this area.

Cllr Harwood informed of an incident that occurred at Hendra Prazey, because of an overgrown hedge. Cllr Clarke advised that this should be reported to Highways as the incident happened on the road.

Cllr Harwood has also been informed of a near miss on Hendra Road due to inconsiderate parking. Cllr Clarke informed that this would be a police matter as it was not the jurisdiction of the Highways Dept.

Cllr Jones raised an issue on behalf of a member of the public who is having trouble exiting their property due to inconsiderate parking. Cllr Jones enquired about the possibility of the double yellow lines being extended to combat this. Cllr Clarke advised to contact Cornwall Council who can assist with this matter. Cllr Cole informed that Cllrs could contact him directly with issues such as those above and would be happy to liaise with Highways if it would be of assistance.

b) Cornwall Councillors Report:

Cllr Cole informed that he intends to provide monthly written reports for the Parish Council and to attend as many meetings as possible. Cllr Cole has met with Cllr Clarke and the Clerk to discuss issues that are affecting the Parish, a further site meeting will be arranged in the near future, to give Cllr Cole a better understanding of said issues. Cllr Cole intends to hold surgeries within ClayTawc when restrictions ease, he also intends to produce a newsletter twice a year for this area. Cllr Clarke thanked Cllr Cole for attending and saying that St Dennis Parish Council were looking forward to working with him for the benefit of the Parish.

59/21 To adopt the minutes of the Ordinary Council Meeting on Tuesday the 4th May 2021.

Resolved - To approve the minutes, proposed by Cllr Taylor, seconded by Cllr Mrs T Edmunds, all others in favour.

60/21 To note the minutes from the following meetings and adopt the recommendations therein:

Annual Meeting of the Parish Council: Committees to be decided via email, scheme of delegation approved, pledges and objectives to be agreed via email, Committee Meeting dates to be agreed via email. The Committees were reviewed and confirmed.

61/21 Matters Arising – Information only.

Reference books have been ordered.

Letter has been sent to resident regarding damaged fencing.

Parts still need to be identified for the spy glasses to be repaired.

Insurance has been renewed.

62/21 To agree the delegated decisions made over the past month.

The purchase of paint for the Cemetery Benches and the teen shelter ordered at a cost of £59. Call out of electrician following a fault with lighting at the Cemetery shed £36.00. The agreement via email for the Insurance renewal £1928.44.

Resolved - To agree the decisions, proposed by Cllr Mr N Edmunds seconded by Cllr Mrs T Edmunds, all in favour.

63/21 Clerks Report:

- Update on the progress of the cutting of the footpaths, informing that several issues that have been reported to Cornwall Council.
- Possible Ash Die back in Gully's Lane has been reported to Imerys, and they are investigating.
- Attendance at the introduction to CILCA.
- Attendance at a meeting with Cllr Cole & Cllr Clarke. Future site meeting to be arranged.
- Reminder of the importance for replies to emails.
- Yearend figures submitted to the internal auditor and report from the internal auditor for Cllrs to review has been received.
- General Purpose, Finance and Staffing meeting to be arranged. Date agreed 16th June.

64/21 Update on the Tourist Information Boards.

The clerk informed that two local photographers have been approached and they are reviewing their archives for suitable images and are happy for them to be used for the replacement boards. The clerk has been asked if the Parish Council would like to have new images of the buildings as they currently stand to accompany the images produced for the Millennium Boards. This was discussed at length, and it was agreed that the boards should be a record of the village in 2000 when they were originally created.

65/21 To agree the room hire costs for the Methodist Chapel.

Resolve to agree the charge of £10 per hour. Proposed by Cllr Taylor seconded by Cllr Mr N Edmunds, all in favour.

66/21 To agree the price increase from Suez for waste removal.

Weekly collection charge to increase from £11.90 to £12.50.

Charge for excess weight to increase from £0.18 to £0.19.

Resolved to agree the price increase. Proposed by Cllr Mr N Edmunds, seconded by Cllr Jones, all in favour.

67/21 Update on the telephone box in Trerice Terrace.

The clerk has contacted the College but has not received a reply. Information was provided for a community payback scheme and Cllrs were asked if they felt this would be a suitable project. It was agreed to investigate this route.

68/21 To discuss the provision of a Youth Council.

The clerk informed the recording from the event on 'How to get young people involved in Local Councils' is due for release this week and a copy of the recording will be purchased. The article has not drawn an interest at the moment. It was agreed that an online meeting will be arranged once the recording has been obtained.

69/21 To agree the electrical testing for the Cemetery Shed and the installation of a new outside light.

Resolved To agree the cost of £156.00 for this work. Proposed by Cllr Harwood, seconded by Cllr Burnett, all in favour.

70/21 To adopt the Cornwall Council Code of Conduct with the inclusion of the amendments put forward for recommendation by Cornwall Association of Local Councils.

It was **resolved** – To adopt the Cornwall Council Code of Conduct but to amend the gifts and hospitality allowance to £10 in line with our Standing Orders. Proposed by Cllr Kelsey seconded by Cllr Mr N Edmunds all in favour.

71/21 Update on Neighbourhood Plan.

Cllr Mrs T Edmunds will arrange a meeting with the new steering group and Cllr Cole to discuss the current position with the plan and how this project can be moved forwards.

72/21 To agree the increase in costs for website hosting.

Resolved to accept the increase of £5.05 for the hosting. Proposed by Cllr Mr N Edmunds seconded by Cllr Taylor, all in favour.

73/21 To discuss and agree a new provider for website hosting.

It was agreed that Cllr Mrs T Edmunds, Cllr Burnett and the Clerk will meet to discuss the quotations further and advise the next meeting of the findings and recommendations.

74/21 Reports from Outside Bodies.

None

75/21 Consultations/Surveys received up to time of meeting.

None

76/21 Highways and Footpaths Matters

- a) Update on footpaths – Information has been received from Network Rail regarding the old line that runs from St Dennis to Indian Queens. The clerk explained that a Charity called Sustrans have been approached regarding this project, they have set up and managed several cycle routes of this type and Network Rail have worked with them in the past. It was agreed that this avenue be investigated further and to be placed on the agenda for the next meeting.
Further complaints have been received regarding the land that borders the path between Dunstan Close and School Lane. This was discussed at length and agreed to be placed on the agenda for the next meeting.
- b) Highways Issues – Speeding in Trelavour road has again been reported to the office. Speed check to be investigated. Item to be placed on the agenda for the next meeting.
20's Plenty Campaign information forwarded to Cllrs for further investigation.

77/21 Grant Requests

None Received

78/21 Correspondence Received - To consider correspondence received at the time of the meeting to be tabled.

Email from Police advocate scheme informing of the election of Alison Hernandez as Police and Crime Commissioner - Noted

Covid updates Town and Parish Council Newsletters – Circulated.
 CERC Operational updates – placed on website.
 Email regarding dead trees in Gullys lane – Reported to Imerys.
 Forest for Cornwall Newsletter – Circulated.
 Email received regarding issues with the playing field and damage to fencing noted and replied sent.
 Invitation to attend the Climate change workshop – Circulated.
 Invitation to attend Planning Induction Training for local councils – Circulated.
 Email from St Stephen in Brannel asking if we would be interested in discussing the formation of a cluster group – Reply notifying of intention to attend discussions.

79/21 Financial

a) To approve May's payments to creditors as circulated.
 Cllr Clarke requested for two additional costs to be considered for approval at this meeting so payment would not be delayed. Internal Audit Cost of £200 Invoice no: 3 and the room hire invoice for this evenings meeting of £20. Those present accepted the additional costs and it was **Resolved** to accept the payment schedule with the addition of the £220 above bringing the total to £6877.76. Proposed by Cllr Mrs T Edmunds, seconded by Cllr Taylor, all in favour.

Community Account					
CHQ No:	Name	Invoice Number	Cost	Reason	
DD	Sage		£8.40	Payroll software	
DD	Google Ireland		£9.20	Secure email	
DD	Microsoft		£5.52	Software License	
DD	Microsoft		£0.00	Cllr Emails	
DP	Barclays Bank	13/04-12/05	£6.50	Bank Charges	
BACS	SeaDog It	4064	£19.95	Hosting Fee	
BACS	HMRC			Tax & NI	
BACS	Wages			Staff Costs	
DD	EDF Energy		£13.00	Monthly DD for public toilets	
DD	suez	32279750	£82.14	Waste Collection	
CARD	Indeed	42634526	£15.03	job advert	
BACS	Duchy Cemetery's	2268	£420.00	Interment Fee	
BACS	Duchy Cemetery's	2270	£420.00	Interment Fee	
BACS	SLCC	ORD507784	£241.30	Reference Books	
Bacs	Indeed	43004436	£8.11	job advert	
BACS	SeaDog It	4026	£95.00	Website license	
BACS	Duchy Cemetery's	2271	£420.00	Interment Fee	
BACS	Duchy Cemetery's	2274	£420.00	Interment Fee	
Bacs	Brian White	025/21	£50.00	Financial Support	
BACS	Queens Garage	13/05/2021	£15.97	Maintenance materials	
Card	Post Office Ltd	1-454914	£1.83	Registration of interest forms	
BACS	Complete Business Solutions	2707414	£102.10	Ink Cartridges & Black Bags	

DD	BT	Q031WN	£160.92	Quarterly Phone Bill
BACS	Holloway Electrical Ltd	2966	£36.00	Call out to check electrical fault cem shed
BACS	A1 Tree & Grounds Ltd	1576	£852.00	Grass Cutting Cem, verges and Trelavour
BACS	Came & Co		£1,928.44	Insurance
CARD	Post Office Ltd	456892	£1.83	Large letter postage
BACS	Central Cleaning	202068	£331.20	Contract Cleaning Toilets
bacs	Western Power	21037160	£633.29	New Supply connection fee
BACS	ClayTAWC	1994	£10.98	Printing & photocopying

Total £6,308.71

Playing Field

CHQ No:	Name	Invoice Number	Cost	Reason
DP	Barclays	13/04-12/05	£6.35	Bank Charges
BACS	TP Tree Services	2532	£336.00	Grass Cutting

Total £342.35

Education Bursary Fund

CHQ No:	Name	Invoice Number	Cost	Reason
DP	Barclays	13/04-12/05	£6.70	Bank Charges
	Total		£6.70	
	Grand Total for May 21		£6,657.76	

- b) To approve the bank balances as at 30th April 2021.
Approved proposed by Cllr Lodomez, seconded by Cllr Mr N Edmunds, all in favour.
- c) To agree the staff costs for April HMRC £ 587.44 wages £2573.70.
Approved proposed by Cllr Mrs T Edmunds seconded by Cllr Mr N Edmunds all in favour.

80/21 Items for the next agenda

Provision of a youth Council.
 Website Hosting
 Trerice Telephone Box.
 Tourist information boards
 Neighbourhood Plan
 Land beside footpath, Dunstan Close to School Lane
 Speeding at Trelavour Road.

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.

81/21 Confidential items –

There being no other business to be transacted the Chairman closed the meeting at
20.30pm.

Signed: