

St Dennis Parish Council
Minutes of the Ordinary Council Meeting held online
on Tuesday 2nd February 2021 at 7.00pm

Due to technical difficulties the Vice Chair welcomed all present to the February meeting of the Parish Council and reminded those present of the protocols for online meetings.

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

In Attendance: Lynn Clarke Clerk, Rev Paul Arthur and 3 members of the public.

247/20 Apologies.

None. Cllr Clarke will join as soon as possible, Cllr Harwood absent.

248/20 To accept the recommendations from the interview and consider the co-option of new Councillors.

Cllr Taylor proposed that Katherine Jones and Kieran Sinnott be co-opted onto St Dennis Parish Council, seconded by Cllr Kelsey all in favour. Both will attend as members of the public with no voting rights for this evening's meeting, as the paperwork could not be completed at this virtual meeting.

249/20 Declarations of Interest.

None Declared. Cllr Mr N Edmunds 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.

250/20 Public Participation (to include Cornwall Councillors Report).

a) **Public Participation:** None.

b) **Cornwall Councillors Report:**

Cllr Greenslade sent his apologies for this evening's meeting and has not provided a written report.

251/20 To adopt the minutes of the Ordinary Council Meeting on Tuesday the 12th January 2021.

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

252/20 To note the minutes from the following meetings and adopt the recommendations therein:

- a) General Purpose, Finance, Staffing and Audit – agreed to review the electricity contract, accepted the price increase for the Scribe accounts package, agreed to move to the e-Payments Plan with Barclays Bank, pre-contract meetings

arranged, antivirus payment agreed, appointment of Internal Auditor agreed, increase in casual wages agreed, disposal of logs agreed. Recommendations accepted.

253/20 Matters Arising – Information only.

Awaiting report from Cllr Kelsey from the meeting attended.
Both casual workers have been updated on the Hendra Prazey land clearance.
Bench cleaning and repair quote ongoing.
All other items are on the agenda for discussion.

254/20 agree the delegated decisions made over the past month.

The clerk informed that pest control had been contacted to deal with the issue of moles in the Cemetery, but no costs have yet been forwarded.

255/20 Clerks Report:

The fencing in the Playing Field that has been installed to close to the lower area has been broken through, and has now been re-secured.

The new Suez bin has been delivered. Still awaiting the collection of the Biffa bin.

A lot of applications have been received for Education Bursaries in the past month.

256/20 Covid-19 update.

The lower end of the Playing Field is to remain closed.

The public toilets are open.

Cemetery is open, but still running under the same restrictions: Maximum 30 people allowed to attend burials, and a maximum of 6 to attend ashes interments.

Virtual meetings are due to cease in May due to the ending of the previous change in legislation. Local Councils are being asked to contact their MP and press for the need to retain this option.

Local elections are to be held in May 2021.

Action – Clerk to write to Steve Double MP requesting support to continue with Virtual Meetings.

257/20 To agree the options for the telephone box in Trerice Terrace.

Agreed – To investigate the idea of sponsorship to repair the telephone box. Proposed by Cllr Howard, seconded by Cllr Mrs T Edmunds all in favour.

258/20 To discuss the provision and locations of grit bins.

The Clerk informed that she is currently working with Highways for the installation of a grit bin at Hendra Prazey. The junction options have been refused by Highways, but land owned by the Parish Council has been identified as a suitable area.

Action – Clerk to forward information requested by Highways for placement on land at Hendra Prazey.

The proposed grit bin for Hendra Heights – a location has been identified near the children's play area. A request for permission to place a grit bin has been lodged with Ocean Housing.

Action – Clerk to chase Ocean Housing regarding placement permission.

259/20 To agree the costs for the Grit Bin at Hendra Prazey.

Resolved – To purchase a 0.28m³ bin filled with salt at a cost of £214.81 + VAT. Proposed by Cllr Lodomez seconded by Cllr Mrs T Edmunds all in favour.

260/20 Update on the Neighbourhood Plan.

Cllr Mrs T Edmunds informed that a company had been found who would work with the Parish Council and draft a Neighbourhood Plan tailored to our requirements. The cost for this would be covered by the grants that are currently available. Cllr Mrs T Edmunds is awaiting a response from Cornwall Council regarding any changes to the boundary for our proposed Neighbourhood Plan.

Cllr Mr N Edmunds proposed that we use the Company “My Neighbourhood Plan” for the production of a plan for St Dennis. This was seconded by Cllr Taylor. Cllr Kelsey amended the proposal requesting references for the company be obtained prior to the work being undertaken. This was seconded by Cllr Taylor, all in favour.

261/20 To discuss attendance at the SLCC Practitioners Conference 2021.

Tabled.

262/20 Reports from outside bodies.

None

263/20 Consultations and surveys received up to time of meeting.

None

264/20 Highways and Footpaths Matters

- a) Update on footpaths – Footpath 18, fly tipping has been reported via the Members Contact Point at Cornwall Council and arrangements are being made with Biffa to collect the debris reported.

Cllr Kelsey has received a complaint about the condition of footpath 5.

This was discussed and agreed that it is not something that can be addressed by the Parish Council, as the condition is due to the recent bad weather.

- b) Highways Issues – The Clerk and Cllr Howard have reported an issue with a manhole that is leaking onto the road near the beginning of the Goss Moor Trail. Cllr Kelsey informed that white line work has been carried out recently in the village and the new double yellow lines on Hendra Road have been hatched over. **Action** – Cllr Kelsey will forward a picture to the office. The Clerk will report this to Highways.

265/20 Grant Requests

None Received

266/20 Correspondence Received - To consider correspondence received at the time of the meeting to be tabled.

Email received from a member of the public thanking the Parish Council for their efforts in keeping the children's play area of the park open – Noted.

Email received from a member of the public requesting the Parish Council consider a mini swap box in Enniscaven – To be placed on the next agenda for discussion.

BT price increases received – To be placed on the next agenda for discussion.

267/20 Financial

- a) To approve January's payments to creditors as circulated. The clerk updated verbally on the total for this month with the addition of the staff costs the total is £9906.27.

The payment Schedule was approved. Proposed by Cllr Taylor, seconded by Cllr Mrs T Edmunds. all in favour.

Community Account				
CHQ No:	Name	Invoice Number	Cost	Reason
DD	Sage	INV11410727	£8.40	Payroll software
DD	Google Ireland	3856600700	£9.20	Secure email
DD	Microsoft		£9.48	Software License January
DD	Microsoft		£5.52	Software License January
DP	Barclays Bank	14th Dec - 12th Jan	£10.55	Bank Charges
BACS	SeaDog It	3831	£19.95	Hosting Fee
BACS	HMRC		£506.70	Tax & NI
BACS	Wages		£2,727.13	Staff Costs
DD	EDF Energy		£10.00	Monthly DD for public toilets
BACS	Cornwall ALC	2021-411	£16.80	Staff Training online
bacs	GM Computers	112577	£110.40	Antivirus x 4
BACS	Cornwall ALC	2021-369	£72.00	Finance Training KT & LC
BACS	Cornwall ALC	2021-397	£72.00	Internal Controls KT & SK
BACS	ASG Security	35377	£3,483.96	Office Safe
BACS	Central Cleaning	201817	£432.00	Cleaning Public Toilets
Card	Post Office Ltd	436595	£1.83	Register of Interest Forms
Total Spend for January 2021			£7,495.92	

Playing Field				
CHQ No:	Name	Invoice Number	Cost	Reason
DP	Barclays	14th Dec - 12th Jan	£6.00	Bank Charges
	Total		£6.00	

Education Bursary Fund				
CHQ No:	Name	Invoice Number	Cost	Reason
DP		14th Dec - 12th Jan	£6.35	Bank Charges
BACS	Application 22		£299.00	Grant issued
BACS	Application 23		£299.00	Grant issued
bacs	Application 24		£300.00	Grant issued
BACS	Applicant 28		£300.00	Grant issued
Bacs	Applicant 29		£300.00	Grant issued
BACS	Applicant 25		£300.00	Grant issued
BACS	Applicant 26		£300.00	Grant issued
BACS	Applicant 27		£300.00	Grant issued
Total			£2,404.35	

Grand Total for the month

£9,906.27

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

Approved proposed by Cllr Taylor, seconded by Cllr Mrs T Edmunds, all in favour.

268/20 Items for the next agenda

Telephone Box

Neighbourhood Plan

BT Price increase

Swap Box

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.

269/20 Confidential items –

None

There being no other business to be transacted the Vice Chairman closed the meeting at 20.10pm.

Signed: