

St Dennis Parish Council
Minutes of the Ordinary Council Meeting held at ClayTAWC on Tuesday
4th November 2025 at 7.00 pm.

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

Present: Cllr Clarke (Chair), Cllr Kelsey, Cllr A Griffin and Cllr Edmunds.

In Attendance: Lynn Clarke (Clerk) and Cornwall Councillor Dick Cole (CC Cole).

214/25 Apologies.

Cllr Burnett & Cllr Griffin – Apologies accepted.

215/25 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.

216/25 Public Participation (to include Cornwall Councillors Report).

a) Public Participation:

No members of the public present.

Cllr Kelsey raised issues highlighted to her regarding the increased parking by the new traffic calming which is making it increasingly difficult for vehicles to pass and for residents to gain access to properties.

The Clerk advised that compliments have been received by the office for recent work undertaken by maintenance staff at the Enniscaven War Memorial.

A call has been received from a member of the public regarding notices that have been placed out at various locations by Cornish Lithium, advising that it is very difficult to talk to anyone on the advised telephone number.

Cllr Clarke asked for a compliment received to be passed onto Central Cleaning for the Cleanliness of the public toilets.

b) Cornwall Cllr Dick Cole: (CC Cole)

CC Cole's report was circulated prior to the meeting a copy can be viewed [here](#).

CC Cole provided further information relating to the new Highways Scheme, proposing that additional double yellow lines to alleviate parking issues be discussed by the Parish Council at the next Full Council Meeting.

217/25 To adopt the minutes of the [Ordinary Meeting](#) of the Parish Council held on the 7th October 2025.

Resolved – To accept the minutes with one amendment to 207/25 Cllr Kelsey did not attend the China Clay & Luxulyan Community Area Partnership meeting. Proposed and seconded, all present in favour.

218/25 To note the Minutes of the following meetings and Full Council to adopt the recommendations therein.

Education Bursary Committee – Ways to promote the Bursary Scheme were approved; Bank balances were approved; Pending applications reviewed; potential spend from the meeting £4811.93.

Playing Field Trust – Cost of new benches approved; Replacement CCTV camera costs approved; Cost of new trees approved; Playing Field Risk Assessment adopted; Next stage of the dog walking area agreed; Transfer of funds to the Parish Council for running costs approved; Funding request to the Parish Council approved; 2026-2027 budget agreed; zip line repair costs approved; replacement fence panel costs approved.

Cemetery Committee Meeting – Memorial Management Policy approved; strapping machine costs approved; Cemetery Risk Assessment reviewed; accessible access to the Garden of Rest agreed in principle; Memorial bench applications approved; proposed shelter design approved; budget delegated to the office for additional planting; 2026-2027 budget approved; unauthorised work being undertaken in the cemetery discussed.

It was **Resolved** to accept the recommendations for the Committee Meetings. Proposed, seconded all in favour.

219/25 Matters Arising – Information only.

- Wildflower seed has been ordered.
- Workwear has been ordered.
- Road Safety advice has been shared.

220/25 To agree the delegated decisions in made in the past month.

The delegated decision was read to those present a copy can be found [here](#).

It was **Resolved** to accept the delegated decision. Proposed, seconded all in favour.

221/25 Financial

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

The Clerk advised that there were several Education Bursaries that have been agreed in principle, the office is waiting on additional paperwork. These grant funds will be needed in November, but the next schedule is not due to be approved until December.

It was **Resolved** – To make Education Bursary payments during the month and for these to be retrospectively approved at the next meeting. The payment schedule was accepted as presented with the conditions set out above. Proposed seconded all present in favour.

b) To approve the bank balances as of 30th September 2025

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

c) To agree the second quarter figures. Forecast – Ear marked Reserves

It was **Resolved** to approve the figures. Proposed, seconded, all present in favour.

d) To approve the payment of £9405 to the Playing Field Trust.

It was **Resolved** to approve the payment. Proposed, seconded, all present in favour.

Community Account				
CHQ No:	Name	Invoice Number	Cost	Reason
DD	Barclays Bank	15.09. - 12.10.25	£ 8.50	Bank Charges
DD	Giff Gaff	1760570600707	£ 10.00	Monthly Package
DD	Nest Pension		£ 404.94	Pension Contributions
DD	Coast to Coast Communications	35037	£ 15.48	Telephone - Sep
DD	Suez	33791705	£ 84.65	Waste Collection - Oct
DD	Sage	GB-01148462	£ 20.40	Payroll Software
DD	HP Instant Ink	IIUKDN1116779855	£ 89.99	Printer Ink Sep/Oct
DD	Smarty	Oct	£ 18.00	PF CCTV
DD	Smarty	Oct	£ 18.00	Cemetery CCTV
DD	Bright HR	U003065043	£ 86.71	HR software- Oct
BACS	HMRC		£ 2,076.27	Tax & NI
BACS	Staff costs		£ 6,955.57	Staff Costs
BACS	Central Cleaning	2431	£ 496.00	Cleaning of Public Toilets - Oct
BACS	A1 Tree & Grounds Ltd	2181	£ 1,512.00	Grass Cutting - Sep
bacs	M A Grigg	36538	£ 20.04	Wood
BACS	Piran Tech	62461	£ 29.59	Monthly Service Check
BACS	Banner/Complete	SINV04352168	£ 155.30	Office Supplies
BACS	Hay Nurseries Ltd	158468	£ 77.76	Plants
BACS	Low-Key Locksmiths	517	£ 180.00	Public Toilets - Door Repair
BACS	CALC	2526-618	£ 90.00	Councillor Training
BACS	CALC	2526-545	£ 42.00	Councillor Training
BACS	CALC	2526-600	£ 42.00	Councillor Training
BACS	Community Fireworks		£ 500.00	Grant Awarded
BACS	Cornwall Signs	47965	£ 102.00	Christmas Event Sign
BACS	Cornwall Signs	47939	£ 42.00	Christmas Banner Overlays
BACS	Sutcliffe Play Ltd	7636	£ 2,862.37	Multiplay Climber Parts
BACS	Duchy Cemetery's Ltd	3831	£ 500.00	Interment
BACS	Duchy Cemetery's Ltd	3839	£ 90.00	Interment
BACS	Landlife Wildflowers	226326 Pro Forma	£ 51.50	Wildflower seed
BACS	TW Treesurgery	INV-0537	£ 500.00	Ground Clearance
BACS	Weller	837433	£ 1,500.00	Legal Fees
Card	Amazon	582162091	£ 78.42	Batteries
Card	Amazon	582162123	£ 56.97	Emergency Warning Lights
Card	Amazon	582162032	£ 22.76	Christmas Event Items
Card	Amazon	GB502RNOE9ZO3I	£ 104.16	Padlocks
Card	Amazon	1762177159	£ 15.96	Christmas Event Items
Card	Microsoft	E0300XTPTU	£ -	Online Services - Oct
Card	Microsoft	E0300XTW7E	£ 15.12	Online Services - Oct
Card	Banner Buzz	1356657	£ 131.70	Christmas Event Banners
Cheque	Royal British Legion		£ 140.00	Donation
Total			£ 19,146.16	
Education Grants				
CHQ No:	Name	Invoice Number	Cost	Reason
BACS	Barclays Bank	15.09. - 12.10.25	£ 8.50	Bank Charges

BACS	App 16/25	£ 1,895.00	Grant issued App
BACS	App 11/25	£ 1,250.00	Grant issued App
BACS	App 12/25	£ 1,250.00	Grant issued App
BACS	App 10/25	£ 250.00	Grant issued App
BACS	App 9/25	£ 252.00	Grant issued App
BACS	App13/25	£ 891.98	Grant issued App
Total		£ 5,797.48	

Playing Field Trust

CHQ No:	Name	Invoice Number	Cost	Reason
DP	Barclays Bank	15.09 - 12.10.25	£ 8.50	Bank Charges
Total			8.50	
Grand Total for October 2025			24,952.14	

222/25 Clerks Report:

Noted. A copy of the report can be found [here](#).

223/25 To agree the office closure times over Christmas.

It was **Resolved** to close the office between the 22nd December and to re-open on the 5th January 2026. Proposed, seconded, all present in favour.

224/25 To approve the cost of additional solar panel mounts for the speed signage poles.

The Clerk advised that having the additional brackets would reduce time in changing the solar panels and reduce the risk factor of working on ladders. It was **Resolved** to approve the cost of £526.66 for the mounting brackets and £27.95 for the clips. Proposed seconded all present in favour. Proposed, seconded all present in favour.

225/25 – To appoint an additional Cllr to undertake internal Audits.

It was **Resolved** to appoint Cllr J Griffin to undertake internal audits. Proposed, seconded all present in favour.

226/25 To receive an update on the entry into the festival of Christmas Trees and to agree a theme.

The theme was agreed. Cllr A Griffin requested that Cllr's provide her with recent photographs.

227/25 To receive an update on the Christmas Tree Light Switch on event and to agree any associated costs.

A report was circulated prior to the meeting a copy of the report can be found [here](#).
The report was note.

228/25 To receive and update on the welcome signage and agree any actions required.
Deferred.

229/25 To receive an update on the land at Dunstan Close and to approve any associated costs.

Deferred.

230/25 To approve the cost of training for Cllrs and staff.

None.

231/25 Reports from Outside Bodies

Cllr Edmunds & Cllr Clarke attended a Community Trust Grant Panel Meeting. A report from the meeting can be found [here](#).

Cllr Kelsey attended a Cornish Lithium Community Liaison Meeting a copy of the report can be found [here](#).

232/25 Consultations/Surveys received up to the time of meeting.

a) General Consultations:

None.

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

Application - [PA25/07721](#)

Proposal – Rear Extensions.

Location – 11 Trerice Terrace. St Dennis, St Austell, Cornwall

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

Application – [PA25/08016](#)

Proposal – Application for permission in principle for the construction of between one (minimum) and two dwellings (maximum).

Location – Land to the South of Jubilee Terrace, Hendra Road, PL26 8EQ.

It was Resolved to object to this application. Concerns were raised regarding:

Parking, vehicular access, the proposed height of the buildings not being in keeping with the existing buildings, construction access / egress from the site, the size of the plots, lack of amenity space and overcrowding.

233/25 Highways and Footpaths Matters

a) Footpaths.

No matters reported.

b) Highways.

Speed limits along the road from valley view to Trerice were raised. This is currently a 60-mph zone with the exception of Trerice Terrace itself. It was highlighted that a lot of people use this road for recreational purposes and that there are no existing footpaths or pull in spaces, the existing limit does not seem suitable for this road. One resident reported a near miss with a speeding lorry.

Parking along Hendra Road and Trelavour Road is causing issues for motorists.

Concerns raised at the number of vehicles now parking in both locations making it difficult for traffic to pass.

Email received from parking enforcement regarding the condition of the double yellow lines in the Village, confirming that there are areas where the double yellow lines are not currently enforceable. The defective lines are on a current defects list to be considered for relining.

210/25 Grant Requests

None.

234/25 Correspondence received.

Cornwall Together October News.
The Office of Police and Crime Commissioners Weekly column 06/10/25.
Invitation to sit on the CALC executive board.
The next CERC Forum Meeting.
New Release from the Office of Police and Crime Commissioner 13/10/25.
Town & Parish Council Newsletter 13/10/25.
The Commissioner's Column 14/10/25.
Invitation to attend the CERC Community Forum Meeting.
Email from Cornish Lithium regarding Tree Maintenance Work
Charity Commission Autumn Newsletter.
Email from Ocean Housing – intention to sell a property.
Police & Crime Commissioners weekly column 20/10/25.
News release from the Office of Police and Crime Commissioner 22/10/25.
Invitation to attend Cornwall Community Flood Forum Annual Conference.
Planning News Autumn Edition.

235/25 Items for the next agenda.

Provision of new double yellow lines within the village

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.

236/25 Confidential items –

None

Meeting closed 7.55 pm.

Signed: