

St Dennis Parish Council
Minutes of the Ordinary Council Meeting held online
on Tuesday 4th August 2020 at 7.00pm

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

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

In Attendance: Lynn Clarke Clerk. Rev Paul Arthur.

99/20 Apologies.

Cllr Richards. Apologies approved. Cllr Howard absent.

100/20 Declarations of Interest.

None Declared. 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.

101/20 Public Participation (to include Cornwall Councillors Report).

- a) **Public Participation:** No members of the public present. Cllr Mrs T Edmunds has been asked if the Parish Council would consider selling the land at Hendra Prazey. Clerk to investigate the practicalities of selling the land further and to be placed on the agenda for next months meeting.
Cllr Harwood has received complaints about the condition of the footpath in Gully's Lane. Cllr Mrs T Edmunds will investigate and report back to the clerk.
The issue of rubbish being placed out early, the bags being ripped apart by animals and rubbish being strewn down the road was again highlighted. This is an ongoing issue. The clerk will again bring this up with Cornwall Council.
Rubbish from a private renovation project is being left obstructing the pavement in Hendra Road. The clerk will report it into the environmental team as this has now been there for over a week.
- b) **Cornwall Councillors Report:** Cllr Greenslade was not in attendance.
Cllr Taylor enquired as to whether there had been a response from Cllr Greenslade regarding empty properties within Hall Road as one of the garden hedges is causing an obstruction on the pavement. The clerk informed of the response as follows:
Verges that require to be cut back: Cllr Greenslade has raised the issue at this present time CORMAC have a large backlog that they are working through.
Private gardens being overgrown; Due to the backlog of work that CORMAC are currently dealing with it is unlikely that there will be an intervention by Cornwall Council. **Action** – clerk to report the pavement being obstructed due to the overgrown hedge.

102/20 To adopt the adopt the minutes of the Ordinary Council Meeting on Tuesday the 7th July 2020.

Resolved - To approve the minutes. Proposed by Cllr Taylor seconded by Cllr Harwood all in favour.

103/20 To note the minutes from the following meetings and adopt the recommendations therein:

- a) Cemetery: To agree the purchase of anti-graffiti paint, purchase of grass seed, employing the services of Jeffery's to negotiate with the purchase of land on behalf of the Parish Council, to agree the guttering quotes via email, launch of the public consultation on dogs within the Cemetery.
The clerk enquired if the purchase of the anti-graffiti paint was necessary as the CCTV installation has been completed. Cllr Clarke recommended that this be put on hold and purchased if required all in favour.
It was Resolved to accept the recommendations. Proposed by Cllr Mrs T Edmunds seconded by Cllr Taylor all in favour.
- b) General purpose, Finance, Staffing and Audit: Agreement of the auditors' findings, agreement of the Annual Governance Statement. **It was resolved** to accept the recommendations. Proposed by Cllr Taylor seconded by Cllr Kesey all in favour.

104/20 Matters Arising – Information only.

The response from Cllr Greenslade covered earlier in the meeting.

The training dealing with challenging situations and people has been booked for September.

Email received from Steve Double MP in response to the letter sent from the Parish Council informing that Mr Double is working with Cornwall Council regarding releasing funds for Town and Parish Councils to help with additional costs due to Covid-19.

105/20 agree the delegated decisions made over the past month

The purchase of CCTV signage for the Cemetery, originally agreed a budget of £30 the cost of the signage exceeds this by £12.67. **Resolved** to agree the additional cost proposed by Cllr Clarke seconded by Cllr Mr N Edmunds all in favour.

106/20 Clerks Report:

- There have several issues within the playing field in recent weeks. The basket swing in the children's play area has been wound over the top of the bar and our casual worker requires assistance to rectify the issue. The clerk advised that as we are currently awaiting repairs for this swing consideration should be given to it's temporary removal. **Action** – Clerk to liaise with casual labourer and Cllrs, arranging a suitable time for the above to be undertaken.
- The public toilets and the Playing Field are now open.
- CCTV has been installed within the Cemetery.
- End of year paperwork has been sent to the Auditor and public notices have been placed out informing the public of their rights during the Audit.

107/20 To consider upgrading to a paid subscription of Zoom.

The clerk informed that the paid version cost was £11.99 per month and this offer may more advantages than the free version and the cost is less than the usual room hire fee. Rev Arthur informed that there may still be a special offer for a 12-month subscription. Clerk to investigate options. **Resolved** – To upgrade the current package if still available, to use the special offer. Proposed by Cllr Kelsey seconded by Cllr Mr N Edmunds all in favour.

108/20 To discuss the Councillor Advocate Scheme.

Following on from email responses after the last meeting, it was agreed that whilst the Parish Council are not going to put forward a representative, the information included within the scheme should be made available to Town and Parish Councils as a matter of course. Cllr Clarke raised the point that both herself and Cllr Mrs T Edmunds were already representatives for the police liaison meeting, but have not been invited to attend any meetings over the past two years. **Action** – The clerk to respond to the email highlighting the issues raised from the email responses and asking why there has not been an invitation to attend the Police Liaison Meetings.

109/20 Update on the survey for the provision of allotments.

The clerk advised that there have been 27 responses so far, with 90% in favour of the provision of allotments. It was decided to let this survey run until the end of August and place the provision of allotments on the agenda for the next meeting.

110/20 Update on the surveys for the banning of dogs from the Playing Field and the Cemetery.

Cllr Clarke suggested to withdraw this survey until after the installation of fencing to separate the public footpath has been agreed and installed, as this may cause a reduction of incidents with dogs in the Cemetery Grounds. **Resolved** – To delay the survey for the banning of dogs in the Cemetery and review at a later date.

The banning of dogs within the Playing field – To be reviewed at the next Playing Field Meeting.

111/20 To Discuss the re-opening of the Parish Council Office.

Due to the guidance changing recently and the ClayTAWC building still closed to the public it was. **Resolved** – To keep the situation under review and to purchase the necessary equipment in preparation of the re-opening of the office. It was **resolved** for the clerk to make the necessary purchases on the Parish Council debit card. Proposed by Cllr Mr N Edmunds seconded by Cllr Kelsey all in favour.

112/20 To agree the Parish Council providing assistance to the Memorial Parade 2020 by organising the road closure for the event with associated works.

Resolved – To arrange the road closure in preparation for the event. Proposed by Cllr Mr N Edmunds seconded by Cllr Kelsey all in favour.

113/20 Reports from outside bodies.

Cllr Clarke attended a virtual Communities Road Safety Forum. Report circulated to all Cllrs. Cllr Mrs T Edmunds attended a virtual planning conference. Information circulated to all Cllrs.

114/20 Consultations and surveys received up to time of meeting

Code of Conduct Consultation – The Parish Council are in favour of this review and support the points highlighted by the SLCC.

Consultation by the department of transport calling for ideas to create a plan to decarbonise transport.

Cllrs to complete with individual responses. It was noted that although initiatives such as electric cars would have a positive impact on decarbonisation, the infrastructure within Cornwall is not available to support such an initiative and the cost of the vehicle would need to be greatly reduced to make them widely available.

115/20 Highways and Footpaths Matters

- a) Update on footpaths – The footpath between Manson Place and Trelavour Road has been reported to both Cornwall Council and Ocean Housing. Cllr Mrs T Edmunds informed that the majority of the growth encroaching on the path is as a result of an overgrown garden. **Action** – Clerk to chase the issue with the Environmental Team.
- b) Highways Issues – Cllr Kelsey informed that markings have been placed on Hendra Road for the installation of the double yellow lines.
Several Cllrs raised concerns that there was not an official notification to residents at Hendra Praze before the start of the re-surfacing, leaving several residents within the area unable to leave their premises due to vehicles being blocked in. **Action** – Clerk to raise this issue with Highways.
Parking of vehicles near Wesley Estate has again been highlighted to the office.

116/20 Grant Requests

Cornwall Air Ambulance: Cllr Lodomez declared an interest and was advised to leave the meeting for the duration of this item. It was **Resolved** to support the Air Ambulance with a donation of £100. Proposed by Cllr Kelsey seconded by Cllr Taylor all present in favour. Cllr Lodomez was invited to re-join the meeting.

117/20 Correspondence Received - To consider correspondence received at the time of the meeting to be tabled.

Update from SLCC on the second reading of the 'Toilet Tax Bill' - Noted
Cornwall Council email re: Carbon Neutral Hive to offer support in Cornwall becoming Carbon Neutral by 2030 - noted
British Transport Police letter received regarding trespass on live train tracks at Treviscoe. Email to be circulated on behalf of the Transport Police.
Email from Imerys re: Trespass and damage issues. Email to be circulated on behalf of Imerys.
Email from St Stephen-in-Brannel Parish Clerk re: attending a St Dennis PC meeting. Noted St Dennis Clerk to invite St Stephen-in-Brannel clerk to attend.
Planning news Cornwall Council. – Circulated.
Neighborhood Planning update Cornwall Council – Circulated.
Letter from Cornwall Council re: Financial support for Town and Parish Councils. Noted.
Removal of recycling banks by Cornwall Council. Noted. Concerns raised that some residents do not have the facilities in place to carry out curbside recycling, with some properties unable to safely place items out for collection. **Action** – clerk to raise this point with Cornwall Council.

Email received from Cornwall Council regarding training. Clerk to investigate the possibilities and implications of the Parish Council training staff to issue fixed penalty notices. To be placed on the agenda once information has been received.

118/20 Financial

a) To approve July's payments to creditors as circulated.

Proposed by Cllr Taylor seconded by Cllr Kelsey all in favour.

Community Account

CHQ No:	Name	Invoice Number	Cost	Reason
DD	Sage	INV10019138	£8.40	Payroll software
DD	Google Ireland	3768131741	£8.28	Secure email
DD	Microsoft		£9.48	Software License June
DP	Barclays Bank	June - July	£14.40	Account Fees
BACS	SeaDog It	3514	£19.95	Hosting Fee
BACS	HMRC	July	£356.79	Tax & NI
BACS	Wages	July	£1,835.19	Staff Costs
DD	EDF Energy		£10.00	Monthly DD for public toilets
		Carpentry & Joinery		
BACS	The Crafty Carpenter		£54.78	Bench Repair Cemetery.
BACS	Complete Business Solutions	SINV02344345	£44.63	Stationery
BACS	Complete Business Solutions	SINV02344346	£65.00	Stamps
BACS	DJR Water Hygiene	2	£90.00	Legionella Water Testing
DD	South west water	1070799339	£14.20	Cemetery Water March - June
BACS	Display Standz UK	13103	£161.98	Hand Sanitiser unit& sanitiser
BACS	Earth Anchors	EA33323	£227.94	Enniscaven notice board
BACS	Complete Business Solutions	SINV02353217	£65.93	Ink Cartridges
Bacs	Seton Signs	9303181494	£9.23	CCTV Signage
BACs	Seton Signs	9303180772	£33.46	CCTV Signage
Bacs	T Clarke (Waldon's)	FM044268	£1,606.80	CCTV & Installation
BACS	ClayTAWC	1936	£2.16	Photocopying
BACS	Queens garage		£5.28	chain and plate for the toilets
Total Spend for July			£4,643.88	

Playing Field

CHQ No:	Name	Invoice Number	Cost	Reason
DP	Barclays	June - July 2020	£6.35	Bank Charges
Total			£6.35	

Education Bursary Fund

CHQ

No:	Name	Invoice Number	Cost	Reason
bacs	Applicant 7	1920/7	£120.00	Grant Issued
DP	Barclays	June - July 2020	£6.35	Bank Charges
Total			£126.35	
Grand Total for the month			£4,776.58	

b) To approve the bank balances as at 30th June 2020.

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

119/20 Items for the next agenda

Nomination of Councillor to join the Arundel Trust Education Grant scheme.

Nomination of a Councillor to join the School Governors.

Allotment Survey Result.

Fixed penalty notices for littering and dog fouling.

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.

120/20 Confidential items –

Staffing – Additional hours for July. – Approved.

There being no other business to be transacted the Chairman closed the meeting at 20.40pm.

Signed: