

St Dennis Parish Council
Minutes of the Ordinary Council Meeting held in the Clay
Tawc Centre on 4th February 2020 at 7.00pm

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

In Attendance: Lynn Clarke Clerk.

239/19 Apologies

None

240/19 Declarations of Interest

Cllr Clarke, Cllr Mr N Edmunds Cllr Lodomez, Cllr Kelsey, Cllr Harwood declared an interest in Item 20 as they attended a meeting with the grant applicant, and they are helping with arrangements for the VE Day Anniversary. The clerk advised that as Cllr Howard had not yet arrived a dispensation would be required to enable a vote on the application. Cllr Kelsey applied for a dispensation for item 20 this was granted by the clerk. Cllr Clarke reminded those present that if any other matter arises during the course of the meeting advice should be sought from the clerk and the Chairman before continuing.

241/19 Public Participation (to include Cornwall Councillors Report)

- a) **Public Participation:** No members of the public present Cllr Kelsey has received complaints regarding the appearance and condition of the Doctor's Surgery, although this is not the responsibility of the Parish Council Cllr Clarke will contact the Surgery and inform them of the complaints received.
Cllr Kelsey informed of a request for the Parish Council to consider extending the sides of the bus shelter on Hendra Road to give users more protection from inclement weather. This was discussed at length, consideration given to the existing shelter it would not be practical to extend and therefore would have to be replaced which is not an option at this time.
- b) **Cornwall Councillors Report:** Cllr Greenslade provided a written report this was circulated to all Cllr's prior to the meeting, no questions were raised. Cllr Greenslade was not in attendance.

242/19 To adopt the Minutes of the Ordinary Council Meeting held on the 7th January 2020.

Minutes for the 7th January were approved. Proposed by Cllr Mr N Edmunds seconded by Cllr Taylor, Cllr Lodomez abstained as not present at the meeting. All others present in favour.

Cllr Howard Arrived at 7.20

243/19 To note the minutes from the following meetings and adopt the recommendations therein:

- a) Education: The potential spends of £3758.97 were approved proposed by Cllr Taylor seconded by Cllr Mrs T Edmunds all in favour.

244/19 Matters Arising – Information only.

Clerk advised:

- A response from the Parish Council has been sent to the student regarding the dissertation questions.
- The painting of Enniscaven bus shelter and the ordering of the notice board for installation has been deferred until the weather improves.
- The out of office reply has been set up as requested, Cllr Clarke informed that this needed to be amended and should have added to the reply except for public Holidays.

245/19 Clerks Report

The Clerk informed of a meeting held with the new Community Link Officer for this area, Cllr Clarke and the clerk were both in attendance. The subject of anti-social behaviour and lack of provision of youth activities in this area was discussed at length. Mrs Davies hopes to arrange a meeting with other agencies and organisations in the area and talked of the possibility of working together to try and reduce the incidents that are being experienced. The clerk will forward the meeting report.

The clerk suggested that a brief description of individual Cllrs' and their interests be added to the website, along with which committees they currently sit on. This was agreed. **Action** – Clerk to email all Cllrs for descriptions.

Reports covering the last month.

- Incidents of broken glass in the Playing Field.
- Streetlight not working Wellington Road.
- Vandalism of the wall at Freda's Triangle
- Fly tipping on the Trecice Road
- Abandoned car reported to the Tri-Service Officer.
- Overflowing bin reported to Biffa and the need for the bin near the lower park entrance to be secured to the fence due to incidents of it being thrown into the leat.
- Bench vandalised in the Cemetery.

246/19 To agree the dates for the Annual Parish Meeting and the judging of the Good Citizen Award.

Resolved – The Annual Parish Meeting will be held on the Tuesday the 21st April, the judging of the awards date will be deferred until March meeting.

247/19 Update on the Neighbourhood Plan

Cllr Mrs T Edmunds has been in contact with Boscawen CEP and is currently awaiting prices.

248/19 Update from Parish Council Surgery and to arrange a date for the next Surgery.

Cllr Clarke and Cllr Mr N Edmunds advised whilst this was a beneficial networking exercise, they were not directly approached regarding issues from members of the public. It was decided that the Surgeries should be held quarterly rather than monthly to enable better advertising of the event. **Action** – To be placed on the agenda for the next Full Council

Meeting and prices to be obtained for sandwich board to advertise the surgeries outside the building.

249/19 To Discuss ideas for the 75th Anniversary of V.E, Day and the recent meeting.

Cllr Clarke informed of the meeting held with the Working Man's Club and the suggestions that were raised for the occasion. The Working Man's Club will take the lead on the organisation of this event with Cllrs helping wherever possible. Cllr Mr N Edmunds suggested the purchase of coins for the children and pin badges for the adults the coins to be distributed at the school and the badges to be distributed at the event. Cllr Clarke will liaise with Suez regarding the coins and badges and liaise with Rev Arthur regarding the service and the ringing of the Church bells.

250/19 To discuss the placement of a grit bin on Gothers Road.

This item was discussed at length, from experience Cornwall Council will not allow a grit bin to be placed in an area that does not have a pavement. – **Action** – Clerk to write and inform resident that they may purchase a bin and keep it filled for their own use on Private Property but and application will not be made by the Parish Council for the above reason.

251/19 To adopt the Business Continuity Policy and Plan.

With three amendments it was **Resolved** to adopt the Business Continuity Policy and Plan. Proposed by Cllr Taylor seconded by Cllr Harwood all in favour.

252/19 To appoint a new Cllr onto the Education Bursary Committee

Resolved – Cllr Kelsey volunteered to join the Education Bursary Committee as a St Dennis Parish Council representative this was approved by all present.

253/19 To discuss and agree the quotation for an office safe.

Resolved – To purchase a fireproof safe for the storage important paperwork. Proposed by Cllr Clarke seconded by Cllr Mr N Edmunds all in favour.

254/19 To accept the LMP with Cornwall Council.

Resolved to accept the agreement with Cornwall Council for the cutting of the Footpaths.

255/19 Reports from outside bodies.

None

256/19 Consultations and surveys received up to time of meeting

Car Parking Order Consultation - Tabled

257/19 Highways and Footpaths Matters

- a) Update on footpaths – the footpath running from footpath 30 to Hendra Heights awaiting update from Cornwall Council. **Action** clerk to chase.
Complaints have been received about dog fouling on footpaths in the Trelavour Downs area and a request from a member of the public to have a bin placed there. At this time Cornwall Council are not considering requests for new bins to be sited.
Action – Clerk to inform resident of the situation with Cornwall Council.

- b) Highways Issues – Grit bin at Hendra Heights has still not been refilled. **Action** Clerk to chase.

258/19 Grant Requests

Tanya's Courage – Refused as not in our area.

Cllr Clarke, Cllr Mr N Edmunds, Cllr Lodomez, Cllr Harwood left the room.

St Dennis War Memorial Club Approved £380 towards the cost of the VE Day Anniversary Event. Proposed by Cllr Taylor seconded by Cllr Mrs T Edmunds, Cllr Howard, Cllr Richards and Cllr Kelsey in favour.

Cllr Clarke, Cllr Mr N Edmunds, Cllr Lodomez and Cllr Harwood were invited to re-join the meeting.

259/19 Correspondence Received - To consider correspondence received at the time of the meeting to be tabled.

Email from Sage Payroll increase in charges for the software from April 2020

Email from the Carnival Committee informing that they will paint the container as soon as is practical.

Email from BT to notify of increase in charges from April 2020.

Email from Cornwall Council regarding Planning news for Local Councils and Agents – Circulated.

Email invitation regarding Cornwall Fire and Rescue Service Consultation – Circulated.

Invitation to attend Tour of Briton Community Event – Circulated.

260/19 Financial

- a) To approve January's payments to creditors as presented to the table.
The payments were accepted. Proposed by Cllr Mr N Edmunds seconded by Cllr Taylor all in favour.

CHQ No:	Name	Cost	Reason
BACS	SeadogIT	£19.95	Monthly hosting fee
BACS	SeadogIT	£34.50	Domain Name Renewal
BACS	Duchy Cemetery's	£375.00	Internment fee
BACS	Duchy Cemetery's	£375.00	Internment fee
BACS	Banner	£10.63	15 from 1 Project Stationery
BACS	Tuesday Friends	£200.00	Grant issued
BACS	Cornwall Supplies Company	£19.42	Toilet Rolls
BACS	G M Computers	£82.80	Anti-Virus x 3 computers
BACS	Banner	£25.15	stationery
BACS	Claytawc	£4.80	Photocopying
BACS	Wages	£2,228.74	Staff Costs
BACS	HMRC	£163.15	Tax & NI
BACS	Central Cleaning	£330.00	Cleaning of Public Toilets
Card	Tuesday Friends	£50.00	Grant Issued
DD	Sage	£7.20	Payroll software
DD	Google Ireland	£8.28	Secure email

DD	South West Water	£22.21	Water use St Dennis Cemetery
DD	Barclays Bank	£20.85	Account Fee
DD	EDF Energy	£12.46	Cemetery Electric Supply
Refund	EDF	-£12.73	Public Toilets Electric

Total spend for January 2020

£3,977.41

Playing Field

CHQ No:	Name	Cost	Reason
DD	Barclays Bank	£8.00	Account Fee
	Total	£8.00	

Education

CHQ No:	Name	Cost	Reason
DD	Barclays Bank	6.65	Account Fee
BACS	ClayTAWC	15.18	Room Hire & Photocopying
100153	Applicant	428.98	Grant issued
100154	Applicant	300.00	Grant issued
100155	Applicant	300.00	Grant issued
100156	Applicant	210.00	Grant issued
100157	Training Provider	1,000.00	Grant issued
100158	Training Provider	1,000.00	Grant issued
100159	Applicant	£199.99	Grant issued
	Total	£3,460.80	

b) To approve the bank balances as at 31st December 2019.

Approved Proposed by Cllr Taylor seconded by Cllr Howard, all in favour.

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.

261/19 Confidential items –

Cllr Resignation.

Staffing – Amended office hours and working from home agreed – Appraisal date to be set & review to be arranged by Cllr Clarke and Cllr Mr N Edmunds

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

Signed: