# St Dennis Parish Council
# Minutes of the Ordinary Council Meeting held at ClayTAWC on Tuesday 6th October 2026 at 7.00 pm.

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

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

In Attendance:
Tamsyn Moore – Clerk & RFO and 7 members of the public.

## 181/26 Apologies.
Cllr J Griffin. It was **Resolved** to accept the apologies received. Proposed, seconded, all present in favour.

## 182/26 Declarations of Interest.
Cllr A Griffin declared an interest in agenda point 28. Grant Requests.

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.

## 183/26 To receive a presentation from CAD Architects Ltd for a proposed development of 110 houses at Carne Hill.
Representatives from CAD Architects Ltd provided a short presentation advising that they have been commissioned by Land Promoter, LPD SW Ltd. CAD Architects are currently exploring the potential of the site and have submitted a pre application with Cornwall Council for the residential development of land at Carne Hill, St Dennis, comprising up to approximately 110 dwellings together with associated access, public open space, green infrastructure, biodiversity enhancement, sustainable drainage infrastructure and other associated works. CAD Architects have commissioned numerous surveys on the site including the following:

- Topographical survey
- Highways/access appraisal
- Ecology surveys – including protected species surveys and Biodiversity Net Gain assessment
- Archaeological geophysical survey
- Heritage baseline assessment
- Preliminary ground and mining assessment
- Infiltration / percolation testing
- Drainage / SuDS strategy
- Tree constraints survey / arboricultural information

CAD Architects Ltd are holding a Public Consultation at ClayTAWC, St Dennis on Thursday 15th of October 2026 and are keen to receive feedback from residents and establish the needs of the village, including the type of housing required and open space requirement.

Following the presentation the representatives took questions from members on the following areas:

- Proposal for infrastructure to cope with up to 110 homes – parking, sewage, schooling.
- Proportion of the properties - social/affordable housing to open market.
- Viability for developers as St Dennis is located within one of the lowest house value areas in Cornwall.

The representatives advised many of these concerns will be prescribed by the housing officers but that they are looking to hear directly from the Parish with regards their needs.

## 184/26 Public Participation (to include Cornwall Councillors Report).

a) Public Participation:

Two members of the public raised questions regarding the proposed development at Carne Hill, St Dennis. These included raising concerns about GP surgery provision in the Village, access to the development site and the steep nature of the site. These were addressed by the CAD Architects representative. Members of the public were also encouraged to attend the Public Consultation being held at ClayTAWC, St Dennis on the 15th of October.

Two further members of the public raised concerns over the safety for users of the current 'Hail and Ride' bus service running through Trerice, asking if an official bus stop could be implemented opposite Trerice Barns. The Chair advised that this would be a matter to look into with Cornwall Council and the Bus Company. The Clerk advised that the members of the public have raised their concerns with the Parish Council office previously and that this item will be covered under Highways later in the meeting.

b) Cornwall Cllr Dick Cole: (CC Cole)

A written report for August/September was circulated prior to the meeting.

## 185/26 To adopt the minutes of the Ordinary Meeting of the Parish Council held on the 16th of September 2026.

It was **Resolved –** To adopt the minutes for the above meeting. Proposed and seconded, all present in favour.

## 186/26 To note the minutes of the following meetings and for Full Council to adopt the recommendations therein:

a) Education Bursary Committee Meeting – 29th of September 2026

- The process for appointment and eligibility criteria for a representative of the local community committee member was agreed.
- The Terms of Reference were reviewed.
- The promotion of the scheme was reviewed.

- Updates were provided on pending applications.
- 6 new applications were approved with a predicted spend of £3,662.

## 187/26 Matters Arising – Information only.

- A comment of No Objection on planning application PA26/04506 has been submitted.
- The application to participate in the 2026 Festival of Christmas Trees has been submitted.
- The Christmas Tree Lights Switch-On and Lantern Parade donations paperwork have been submitted.

## 188/26 To agree the delegated decisions made in the past month.

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

## 189/26 Financial

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

**Community Account**

| | **Name** | **Invoice Number** | **Cost** | **Reason** |
|---|---|---|---|---|
| DD | Barclays Bank | | £8.50 | Bank Charges - Sept |
| DD | Giff Gaff | 1790293513367 | £10.00 | Office mobile |
| DD | Nest | | £195.86 | Pensions - August |
| DD | Nest | | £285.78 | Pensions - September |
| DD | Coast to Coast | 40826 | £34.86 | Phone |
| DD | EDF | KI-D3F8A0F7 - 0002 | £10.18 | PF CCTV Electricity |
| DD | EDF | KI-F2953F2F-0002 | £19.61 | Public Toilets Electricity |
| DD | EDF | KI-42E04726 - 0001 | £- | Cemetery Electricity |
| DD | EDF | KI-D3F8A0F7-0003 | £- | PF CCTV Electricity |
| DD | Smartest Energy | FWJMA4M6G/102 | £12.95 | Cemetery Electricity- August |
| DD | Source for Business | 7095519020 | £25.02 | Cemetery Water Rates |
| DD | Source for Business | 7095590182 | £125.40 | Public Toilets Water Rates |
| DD | Smarty | | £18.00 | PF CCTV Sim Card - Sept |
| DD | Smarty | | £18.00 | Cemetery CCTV Card - Sept |
| DD | Bright HR | U003476435 | £46.70 | EAP |
| DD | Bright HR | U003457663 | £161.46 | HR - services - Sept |
| DD | Sage | GB-0245465 | £27.60 | Payroll Software |
| DD | Suez | 34212989 | £109.55 | Waste Collection |
| DD | Suez | 34248787 | £96.40 | Waste Collection |
| DD | HP Instant Ink | | £67.99 | Printer Ink |
| BACS | HMRC | | £1,438.11 | Tax & NI - August |
| BACS | HMRC | | £1,685.15 | Tax & NI - September |
| BACS | Staff costs | | £5,138.60 | Staff Costs - August |
| BACS | Staff costs | | £5,816.31 | Staff Costs - September |
| BACS | Carrington Wood | VCINV0190 | £415.58 | Agency Fees |
| BACS | Carrington Wood | VCINV0204 | £415.58 | Agency Fees |
| BACS | Carrington Wood | VCBIL0208 | £415.58 | Agency Fees |
| BACS | Carrington Wood | VCINV0213 | £415.58 | Agency Fees |
| BACS | Carrington Wood | VCINV0217 | £277.06 | Agency Fees |
| BACS | Carrington Wood | VCINV0221 | £320.69 | Agency Fees |
| BACS | Central Cleaning | 2471 | £480.00 | Cleaning of Public Toilets |
| BACS | Piran Tech | 70447 | £102.72 | Monthly Service & Labour |
| BACS | A1 Tree & Grounds Ltd | 2285 | £2,136.00 | Grass Cutting - August |

| | | | | |
|---|---|---|---|---|
| BACS | Peninsula | U005927435 | £414.00 | HR - Provision of services |
| BACS | Dutchy Cemeteries | 4115 | £120.00 | Ashes Interment Fee |
| BACS | Cornwall Safety | 1 | £107.50 | PAT Testing |
| BACS | Jason Bellenger Tree Surveys | S1-1692 | £395.00 | Tree Condition Survey |
| BACS | Queens Garage | 1954 | £81.94 | Oil and Fuel |
| BACS | The Safety Supply Company | 9867562 | £29.34 | Stationery |
| BACS | Claytawc | 3219 | £1,777.42 | Rent & Photocopying Jul - Sep |
| Card | Amazon | GB60029NH09LHI | £32.95 | Work Wear |
| Card | Amazon | GB6APHKVFAEUD | £43.02 | Work Wear |
| Card | Amazon | GB6029492KMA5I | £27.95 | Work Wear |
| Card | Amazon | GB60HG7UYVJNDI | £14.00 | Maintenance Supplies |
| Card | Amazon | GB6AO5BNUAEUD | £20.97 | Maintenance Supplies |
| Card | Microsoft | E03010JCCZ | £15.12 | Online Services - Sept |
| Card | Petty Cash | 8 | £5.95 | Postage |
| | **Total** | | **£23,415.98** | |

**Education Grants**

| | **Name** | **Invoice Number** | **Cost** | **Reason** |
|---|---|---|---|---|
| DP | Barclays Bank | | £8.50 | Bank Charges |
| BACS | Claytawc | 3220 | £43.86 | Room Hire & Printing |
| BACS | Application 06/26 | Application 06/26 | £244.00 | Bursary Issued |
| BACS | Application 07/26 | Application 07/26 | £180.00 | Bursary Issued |
| BACS | Application 10/26 | Application 10/26 | £1,450.00 | Bursary Issued |
| BACS | Application 12/26 | Application 12/26 | £277.77 | Bursary Issued |
| | **Total** | | **£2,204.13** | |

**Playing Field Trust**

| | **Name** | **Invoice Number** | **Cost** | **Reason** |
|---|---|---|---|---|
| DP | Barclays Bank | | £8.50 | Bank Charges - Sept |
| | **Total** | | **£8.50** | |

**Grand Total for September 2026** **£25,628.61**

It was **Resolved –** To accept the payment schedule as presented. Proposed, seconded, all present in favour.

b) To approve the bank balances as of 30th of September 2026

It was **Resolved –** To approve the bank balances. Proposed, seconded, all present in favour.

c) To sign off the August and September wages.

It was **Resolved** to approve and sign off the August and September wages. Proposed, seconded, all present in favour.

Cllr A Griffin left the meeting at 7.42pm
Cllr A Griffin returned to the meeting at 7.45pm

d) To approve the payments of Education Grants agreed, and to retrospectively approve these at next month's meeting.

It was **Resolved** to agree to the payments being made for grants approved and for approval at next month's meeting. Proposed, Seconded, all present in favour.

## 190/26 Clerks Report:

Noted.

## 191/26 External Audit Update.

It was **Noted** that the external auditor has been unable to complete their review by the deadline date, so they have issued an interim certificate which has been published on the Parish Council website and notice boards.

## 192/26 To appoint an internal auditor for an interim audit and the year end audit.

The Clerk advised that quotes have been requested but none received by the time of the meeting. Members requested that quotes be accompanied by references for review at the next meeting.

## 193/26 To note the increase in costs for waste management provided by Suez Recycling and Recovery UK Ltd.

It was **Resolved** to accept the increase in charges and review the contract in May/June 2027 or prior to renewal, whichever is earliest. Proposed, seconded, all present in favour.

## 194/26 Receive an update from CALC on Weed and Public Realm Management and agree any associated actions.

CALC have advised that they have been working proactively with Cornwall Council and member councils to help shape a more practical and locally responsive solution to Weed and Public Realm Management. Cornwall Council will be inviting local councils to identify and rank weed-management hotspots. CALC and Cornwall Council are also investigating the potential development of a Service Level Agreement style arrangement for public realm services from 2027 onwards. It was **Resolved** for the Clerk to liaise with the Maintenance Team on identifying weed-management hotspots within the Parish and for the Clerk to complete the online form from Cornwall Council on behalf of the Parish Council when it is received. Proposed, seconded, all present in favour.

## 195/26 To receive an update on the Remembrance Day preparations and agree any associated actions and costs.

The radios have been ordered for the road closure, the road closure advance warning signs have been updated, and so far, seven volunteers have agreed to provide assistance on the day. The office will advertise on social media for the additional volunteers required.
'Flanders Field' in the Cemetery has been weeded and is currently well planted. Some of the artificial poppies used around the village require replacing.
It was **Resolved** to agree the following:

- Maintenance Team to be offered hours to assist with the road closure.
- £45 budget for the office to order replacement artificial poppies.
- No additional plants to be ordered for 'Flanders Field', wooden poppies to be used to provide additional colour if required.
- Additional road closure signs to be ordered as required.

Proposed and seconded, all present in favour.

## 196/26 To review document archive storage and agree any associated actions and costs.

It was **Resolved** to provide the office with a budget of £300 to order suitable containers for the storage of archived documents. Proposed, seconded, all present in favour.

## 197/26 To receive an update on the Christmas Lights Switch-On and Lantern Parade 2026 and agree any associated actions and costs.

The Clerk provided a verbal update with written report to follow.
Noted.

## 198/26 To consider a representative of the Parish Council to be put forward as a Community Champion for Brannel School.

The Clerk advised that the Parish Council office has now received a formal invitation to put forward a representative as a Community Champion for Brannel School. It was **Resolved**, proposed and seconded to put Cllr Kelsey forward as the Parish Council representative. All present in favour.

## 199/26 To review the Biennial Tree Survey and agree any associated actions and costs.

The report was reviewed. It was **Resolved** for the Maintenance Team to carry out the recommended remedial works. Proposed, seconded, all present in favour.

## 200/26 To agree the repair or replacement of the Strimmer/Brush Cutter and associated costs.

Following discussion it was **Resolved** to replace the faulty Strimmer/Brush Cutter at a cost of £820. Proposed, seconded, all present in favour.

## 201/26 To approve the cost of grit bin refills.

It was **Resolved** to provide the office with a budget of £2000 to manage for the winter grit bin refills. Proposed, seconded, all present in favour.

## 202/26 To receive an update on the welcome signage and to agree any actions required.

It was **Resolved** to defer this item. Proposed, seconded, all present in favour.

## 203/26 To receive an update on the land at Dunstan Close and to approve any associated costs.

It was **Resolved** to defer this item. Proposed, seconded, all present in favour.

## 204/26 To approve the cost of training for Cllrs and staff.

It was **Resolved** to approve the following:

- Bespoke face to face RFO training day - £375+VAT

- Provisionally book up to 6 Councillors on to – The Councillor's Guide to Employment: Being a Good Employer from CALC at a cost of £37.50 +VAT per applicant, subject to confirmation of the date and location.

Proposed, seconded, all present in favour.

## 205/26 Reports from Outside Bodies.

None.

## 206/26 Consultations/Surveys received up to the time of meeting.

a) General Consultations:

The Parish Council have received a request from CALC to complete a survey on the Local Council Provision of Public Toilets. It was **Resolved** for the Clerk to complete the survey on behalf of the Council.

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

None.

## 207/26 Highways and Footpaths Matters.

a) Footpaths

- Cllr James reported ongoing issues with litter on the path from Mason Place to Hall Road. As this is owned by Ocean Housing it was recommended Cllr James make a report to them.
- A member of the public has reported that the slopped footpath from the Cemetery to Mena required a handrail – The office have reported this to Cornwall Council.

b) Highways

Several reports have been made to the Parish Council office as follows:

- Report of cars driving on the pavement on Hall Road and a request for action – The office has liaised with Cornwall Council Highways on this matter, hazardous driving should be reported to the police. Cornwall Council will not be pursuing any preventative action at this time.
- Parking on Robartes Road – The office has passed concerns onto CC Cole to ascertain if this area is already being considered in the current highways scheme. Any vehicles causing a dangerous obstruction should be reported to the police.
- Request for a Bus Stop opposite Trerice Barns – The office have raised this request and the safety concerns of the residents with Cornwall Council and Go Cornwall. There are no plans to install a permanent bus stop at this location at this time. The route will remain a 'Hail and Ride' service but any issues experience by users of the service should be reported directly to the Public Transport Infrastructure Asset and Systems Manager at Cornwall Council.

Cllr A Griffin left the meeting at 8.50pm

## 208/26 Grant Requests

Donation request received from St Dennis Community Fireworks for £500 venue hire.

It was **Resolved** to decline the request. Proposed, seconded, all present in favour.

Cllr A Griffin returned to the meeting at 8.55pm

To allow for completion of the agenda items it was **Resolved** to suspend Standing Order 3x and extend the meeting by up to 15 minutes. Proposed, seconded, all present in favour.

## 209/26 Correspondence received.

1. China Clay Area & Luxulyan Community Area Partnership Meeting & AGM – 07.09.26
2. St Dennis Carnival Committee -Thank you for your support letter- 07.09.26
3. Councillor Advocate Scheme: News update – 08.09.26
4. The Commissioner's weekly blog – 08.09.26
5. News from the Police and Crime Commissioner's office – 08.09.26
6. Town and Parish Council Newsletter: 11 September 2026 – 14.09.26
7. RCHT Annual Public Meeting and Engagement Fair, 17 September 2026 – 14.09.26
8. Agenda for Strategic Planning Committee – 16.09.26
9. Message from the Commissioner regarding HMICFRS announcement – 25.09.26
10. Email of thanks received for the memorial bench plaque
11. Email of acknowledgement and thanks from the nominee for the Good Citizen Award 2025.

## 210/26 Items for the next agenda.

- Appointment of an Internal Auditor
- Transfer of funds from the Community Current Account to the Saver Account
- Public Toilets – Letter from MP Noah Law
- Neighbourhood Priority Statement
- Emergency Plan
- Village Enhancements

## 211/26 Confidential Matters

It was **Resolved** that under the Public Bodies (Admission to Meetings) Act 1960, the public, representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the following business to be transacted. Proposed, seconded, all present in favour.

## 212/26 To receive an update on additional costs incurred in relation to professional fees, staffing cover and accounting support and agree any associated actions.

The costs incurred to date as presented by the Clerk were noted.

## 213/26 To note the National Joint Councils National Pay Awards 2026-27 and advice from SLCC and CALC that these payments be awarded as soon as possible and back dated to 1st April 2026 – agree any associated actions.

It was **Resolved** to implement the pay increases as per the National Joint Councils National Pay Awards 2026-27 and back date these increases to 1st of April 2026. Any employees who have left the employment of the Council since 1st of April 2026 will be paid any monies due from the 1st of April 2026 to the employee's last day of employment if requested.

## 214/26 To ratify the decision to accept higher Temporary Staff costs than agreed under Min Ref: 180/26 b.

It was **Resolved** to ratify the decision made by Council via email to accept the higher agency fees for a Temporary Staff member. Proposed, seconded, all present in favour.

Meeting closed 9.05pm.

Signed: …….