

St Dennis Parish Council  
Minutes of the Ordinary Council Meeting held in the Clay  
Tawc Centre on 6<sup>th</sup> August 2019 at 7.00pm

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

**In Attendance:** Lynn Clarke Clerk, Cornwall Cllr Mr F Greenslade, Rev Arthur.

**102/19 Apologies**

Cllr Cotton: Apologies approved proposed by Cllr Mr N Edmunds, seconded by Cllr Harwood, all in favour.

**103/19 Declarations of Interest**

None Declared. Cllr Mrs J Clarke reminded all present that if any matter arises during the meeting advice must be sought from the clerk and the council before continuing.

**104/19 Public Participation (to include Cornwall Councillors Report)**

- a) **Public Participation:** Cllr Clarke advised that a member of the public had spoken to her regarding the letters that were sent out about putting refuse out early on Hendra Corner. The member of public raised concerns with Cllr Clarke that people have been seen driving to the corner to dispose of waste. Cllr Clarke was expecting a representative to attend this evening to speak about the issue.

Cllr Clarke thanked Rev Arthur and John Keast for the organising of a quiz evening, the proceeds of which were donated to the memorial repair fund £200 was raised at the event. Cllr Clarke, on behalf of the Parish Council expressed gratitude for this generous donation. Rev Arthur thanked those who participated in the quiz.

7.15 Cllr Howard arrived.

Rev Arthur brought to the table a complaint that had been forwarded about littering in the vicinity of the church grounds. Rev Arthur is aware that this issue along with dog fouling is an ongoing problem, not only for the church but the Parish Council. The church provides a litter bin and a dog fouling bin, but these are not being used by all of those who visit the area. Although most people are responsible, those that are persistently offending are causing problems for all others using the church grounds. The possibility of raising awareness of this issue throughout the village was discussed. The Parish Council litter pick is to be held on the 13<sup>th</sup> August; the area of the church and the lane will be included when the volunteers are out collecting litter. Cllr Greenslade added that parking on double yellow lines also seems to be an ongoing problem, agreement was that there is no clear answer to tackling these ongoing issues.

- b) **Cornwall Councillors Report:** Cllr Greenslade provided a written report that was circulated to Cllr's prior to the meeting. The report highlighted; the proposed new A30 ink road, the possible restructuring of the Cornwall Council Planning Committee, a recommendation from the Independent Review Panel that Councillor allowances be

reviewed and the China Clay Network meeting, which is to be held at Penwithick 7.pm on the 12<sup>th</sup> of August.

Questions were invited that arose from the report.

**105/19 To adopt the Minutes of the Ordinary Council Meeting held on the 2<sup>nd</sup> July 2019.**

Minutes for the 2<sup>nd</sup> July were accepted with two amendments proposed by Cllr Mrs T Edmunds seconded by Cllr Kelsey, Cllr Taylor abstained as not present at the meeting. All others in favour.

**106/19 To note the minutes from the following meetings and adopt the recommendations therein:**

a) Cemetery:

To purchase a tablet to hold cemetery records.

Quotation from Glenn Humphries for the cutting back of the boundary was accepted.

Land identified as a possibility for the extension of the Cemetery.

**Recommendations adopted:** Proposed by Cllr Kelsey, seconded by Cllr Mrs T Edmunds

**107/19 Matters Arising – Information only.**

Clerk advised: The footpath at Gavergian had been reported to Natural England part of it is their responsibility and part of the route is the responsibility of Cornwall Council.

Terms of reference (Playing field Committee) are now on the website, quotes are still required for the notice board insurance claim, the strimmer and equipment has been purchased, an emergency key access for the park has been distributed.

Office move update and arrangements to be discussed after the meeting.

**108/19 To confirm agreement or not to the content of the China Clay Strategy and Action Plan document 2030 (Circulated) and suggest any revisions that should be made.**

The Parish Council feel that the documents are too jargon led making it difficult to follow.

**Resolved** - to suggest the document be revised making it simpler to follow, this would allow the reader a clearer, and more concise understanding of what the strategy aims to deliver and what changes are being undertaken. Proposed by Cllr Mr N Edmunds seconded by Cllr Harwood all in favour.

**109/19 To discuss the parish Council holding a monthly surgery for residents.**

It was felt that this would be more beneficial if the proposed surgery were to be held outside normal office hours allowing more residents the opportunity to attend, it would be advantageous if the surgery could be held jointly with the Tri-service Officer. **Action** – Clerk to liaise with Cllrs and the Tri-Service officer to ascertain suitable dates and times. Proposed by Cllr Mr N Edmunds seconded by Cllr Kelsey all in favour

**110/19 To agree the cost of ID badges for Councillors and staff.**

**Resolved** – To purchase the badges from Imagination at a cost of £2.75 each. Proposed by Cllr Mr N Edmunds seconded by Cllr Harwood all in favour.

**111/19 To agree a first aid training course and the associated costs.**

**Resolved** to use Nuco Training for the Course at a cost of £445 + Vat for up to 12 delegates. Proposed by Cllr Clarke seconded by Cllr Mr N Edmunds all in favour.

**112/19 To agree the cost of Code of Conduct Training from CALC.**

**Resolved** – to agree the cost of the Code of Conduct Training. Proposed by Cllr Clarke, seconded by Cllr Taylor all in favour.

**113/19 Update on litter picking equipment grant and agree the purchase of the new equipment.**

The grant has been received for the equipment; the original supplier does not stock all sizes required. The clerk has identified another supplier, this may require the use of the debit card to purchase. **Resolved** – To purchase equipment and to use the debit card if necessary. Proposed by Cllr Mr N Edmunds seconded by Cllr Kelsey all in favour.

**114/19 To agree the cost of a replacement gate for the playing field entrance.**

**Resolved** – Delegate to the clerk up to £100 to purchase a new gate from Griggs. Proposed by Cllr Clarke, seconded by Cllr Edmunds all in favour.

**115/19 To agree the cost for the photography and processing for councillors' website pictures at a cost of £60.**

**Resolved** – To agree the costs. Proposed by Cllr Clarke, seconded by Cllr Harwood all in favour.

**116/19 To discuss and agree new procedures to put into place for grounds maintenance in the park due to health and safety concerns reported to the office.**

The clerk re-iterated a report that youngsters are messing around whilst the contractors are trying to work within the park. It was noted that in order to protect those carrying out the grass cutting, and all other users of the park action needed to be taken. It was **Resolved** – to close the park whilst the grass cutting is carried out. Proposed by Cllr Clarke, seconded by Cllr Taylor all in favour.

**117/19 To agree extra hours for the casual labourers to trim behind the lower section of the playing field fence.**

**Resolved** - to allow four extra hours to carry out the strimming. Proposed by Cllr Mrs T Edmunds seconded by Cllr Taylor all in favour.

**118/19 Reports from outside bodies.**

Cllr Kelsey provided a report from the Alternatives to Pesticides Demonstration attended on the 11<sup>th</sup> July; Cllr Kelsey explained that there are several alternative methods for weed control other than the use of pesticides the viability of these methods was discussed. Cllrs were invited to ask questions regarding the event.

**119/19 Consultations and surveys received up to time of meeting**

- a) Street Trading Policy – No comment to the proposed revisions.

### 120/19 Highways and Footpaths Matters

- a) Update on footpaths – Hall Road Pathway: Work has now been completed. Footpath 26 no update. Footpath 8 reports that the styles are overgrown, Cllrs will check and report back to the office. Footpath 18 fly tipping has been reported to Cornwall Council and the Environment Agency. Footpath 6 Cllr Mrs T Edmunds reported low branches, this has been reported into Cornwall Council.
- b) Highways Issues: The clerk gave an update on the highway's schemes: Carne Hill double yellow lines, consultation to start Oct 2019 proposed construction March 2020. Robartes Road, Hendra Road mobile speed signs, consultation to start Oct 2019, proposed construction March 2020.

### 121/19 Grant Requests

Friday Patchwork Club - £60 for the purchase of an iron & ironing board. **Approved** – Proposed by Cllr Mr N Edmunds, seconded by Cllr Taylor all in favour.  
St Dennis Community Magazine – Refused at this time applicant to apply later in the year.

### 122/19 Correspondence Received - To consider correspondence received at the time of the meeting to be tabled.

Email from the Tri-Service Officer – request that a key for the playing field be held at the Fire Station. Approved key to be issued.

Email from GWR for community Improvement Funding

Email from Holly Whitelaw re: Local Climate Change Action Group – Circulated.

Email complaint from resident regarding dog fouling in the park.

### 123/19 Financial

- a) To approve July's payments to creditors as presented to the table.  
Payments were accepted. Proposed by Cllr Taylor, seconded by Cllr Mr N Edmunds. All others in favour

CHQ No:	Name	Cost	Reason
100969	SeaDog IT	£19.95	Website Hosting
DD	Sage Payroll July	£7.20	Payroll software July
DD	EDF Energy	£10.00	Cemetery electric
DD	Biffa	£24.17	Container emptying
DD	Microsoft	£9.48	online services
100966	ICCM	£71.00	Corporate Membership
CARD	ERG	£132.00	Wasp nest cemetery
100968	Complete Business Solutions	£65.57	Ink
100974	Came & Co	£51.82	Insurance Gym Equipment
100090	Brewers decorating centre	£15.59	Goal post paint
100971	Screwfix	£64.98	Safety Trousers & safety helmet
100089	Glenn Humphries	£422.40	Playing field Grass Cutting
100970	Glenn Humphries	£583.20	Trelavour Prazey & Verge Cutting
100970	Glenn Humphries	£535.20	Cemetery Grass Cutting
DD	Barclays	£8.30	Account Charges

DD	Barclays	£19.00	Account Charges
DD	Barclays	£6.65	Account Charges
100965	Grahams Garden Machinery	£699.00	Strimmer and harness
100976	ClayTawc	£18.48	Photocopying and room hire
100968	Complete Business Solutions	£131.86	Ink cartridges
DD	EDF Energy	£55.91	Public Toilets prepaid 2.09 in credit
Bacs	Staff Costs	£2,783.13	Wages
Bacs	HMRC	£296.10	Tax & NI
100973	Central Cleaning	£356.40	Cleaning of the toilets
100975	GM Computers	£34.50	De-commission old PC
DD	Google	£8.28	Secure email
DD	Sage Payroll August	£7.20	Software Licence August
100967	Banner	£15.16	Graffiti Remover
100977	Kyle Willmott	£2,005.00	Garden of Rest Extension
CASH	Petty Cash	£17.87	Petty Cash Top Up

**TOTAL SPEND FOR August**


---



---

**£8,475.40**

- b) To approve the bank balances as at 30<sup>th</sup> June 2019.

**Approved** Proposed by Cllr Mr N Edmunds, seconded by Cllr Taylor all in favour.

- c) To agree the transfer of half of the running costs for the playing field to the Playing Field Trust Account excluding staff costs. **Resolved** to agree the transfer, proposed by Cllr Mr Nick Edmund, seconded by Cllr Mr Harwood 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.

**124/19 Confidential items –  
Staffing**

There being no other business to be transacted the Chairman closed the meeting at 9.15pm.

Signed: .....