

St Dennis Parish Council
Minutes of the Ordinary Council Meeting held at ClayTAWC on Tuesday
7th October 2025 at 7.00 pm.

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

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

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

187/25 Apologies.

None

188/25 Declarations of Interest.

Cllr A Griffin & Cllr J Griffin declared an interest in an application under Item 25 Grants Received on the agenda.

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.

189/25 Public Participation (to include Cornwall Councillors Report).

a) Public Participation:

No members of the public present.

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 advised members that the works on Wellington Road is scheduled to be completed by the end of this week.

Cllr Edmunds requested a copy of Cornwall Council's Empty Homes Policy highlighting ongoing issues with a vacant property on Halimote Road.

CC Cole informed members that Cornish Lithium are reviewing the terms of reference for the Community Liaison Meetings. There will now be a request for 2 Cllrs from each Parish to sit on the panel. Members agreed that this would be beneficial and Cllr A Griffin put herself forward as a possible second representative for St Dennis Parish Council.

190/25 To adopt the minutes of the [Ordinary Meeting](#) of the Parish Council held on the 2nd September 2025.

Resolved – To accept the minutes. Proposed and seconded, all present in favour.

191/25 To note the Minutes of the following meetings and Full Council to adopt the recommendations therein.

[Planning](#) – Pre application meeting with agent for potential development views provided, email decisions ratified, updates on previous applications provided, update on enforcement case provided.

[Education Grant Meeting](#) – Balances accepted, update provided on pending applications, 5 new applications reviewed and agreed in principle totalling £5933.93.

General Purpose Meeting – Regular payments list approved, approved contractor list reviewed, internal auditor for 2025-2026 approved, external audit recommendations noted.

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

192/25 Matters Arising – Information only.

- Acceptance of the invitation to enter the festival of Christmas Trees sent.
- Further information has been received regarding the grant application.

193/25 To agree the delegated decisions made in the past month.

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

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

194/25 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 October, but the next schedule is not due to be approved until November.

Members were advised that the ground works have been undertaken and completed but there the gates do not currently lock and this needs to be addressed with the contractor.

It was **Resolved** – To make Education Bursary payments during the month and for these to be retrospectively approved at the next meeting. Funds of £500 to be retained from the contractor until the issue has been resolved. The payment schedule was accepted as presented with the conditions set out above. Proposed seconded all present in favour.

Community Account

CHQ No:	Name	Invoice Number	Cost	Reason
DD	Barclays Bank		£ 8.50	Bank Charges
DD	Giff Gaff	1757978702704	£ 10.00	Monthly Package
DD	Nest Pension	September	£ 359.10	Pension Contributions
DD	Coast to Coast Communications	34567	£ 15.48	Service Charge - August
DD	Suez	33757608	£ 84.34	Waste Collection
DD	Sage	GB-01035015	£ 20.40	Payroll Software
DD	HP Instant Ink	IIUKDN1115110063	£ 89.99	Printer Ink Aug/Sep
DD	Smarty	20/08/25-20/09/25	£ 18.00	PF CCTV
DD	Smarty	20/08/25-20/09/25	£ 18.00	Cemetery CCTV
DD	Yu Energy	2993173	£ 24.94	Cemetery CCTV
DD	Yu Energy	3020159	£ 7.18	Cemetery CCTV
DD	Smartest Energy	FLQG57X6Y/002	£ 28.73	Public Toilets - Aug
DD	Smartest Energy	FLQG5TXHA/002	£ 9.38	Playing Field CCTV - Aug
DD	Smartest Energy	FWJMA4M6G/001	£ 45.15	Cemetery CCTV - Sep
DD	Smartest Energy	FLQG57X6Y/003	£ 29.55	Public Toilets - Sep
DD	Smartest Energy	FLQG5TXHA/003	£ 9.11	Playing Field CCTV - Sep
DD	Bright HR	U003036146	£ 86.71	HR package - Sept
DD	Source for Business	6091461612	£ 31.14	Cemetery water rates
DD	Source for Business	6091508952	£ 122.44	Toilets water rates
BACS	HMRC		£ 1,900.99	Tax & NI

BACS	Staff costs		£ 6,759.19	Staff Costs
			-£ 115.89	Amendment of Aug Figures
BACS	Central Cleaning	2423	£ 496.00	Toilet Cleaning - Aug
BACS	Central Cleaning	2426	£ 480.00	Toilet Cleaning - Sep
BACS	A1 Tree & Grounds Ltd	2165	£ 1,512.00	Grass Cutting - Jul
BACS	A1 Tree & Grounds Ltd	2169	£ 1,812.00	Grass Cutting - Aug
BACS	Piran Tech	62048	£ 6.91	Monthly Service Check
BACS	Banner/Complete	SINV04329554	£ 17.40	Office Supplies
BACS	D May & Son Ltd	31445	£ 44.98	Maintenance Supplies
BACS	D May & Son Ltd	31446	£ 69.42	Grass Seed
BACS	Ron Golley	1785/00	£ 60.00	Sand - Bench Bases
BACS	Laptops Direct	124632268	£ 1,075.94	Office Equipment
BACS	D May & Son Ltd	61072	£ 5.76	Maintenance Supplies
BACS	The Pitch		£ 350.00	Grant Awarded
BACS	BDO LLP	INV- 00734709	£ 756.00	Annual Governance Review
BACS	Nuco Training Ltd	INV418527	£ 690.00	First Aid Training
BACS	Cornwall Council	8100613349	£ 329.24	Election costs May 25
BACS	TW Treesurgery	INV-0537	£ 3,528.00	Ground Clearance
BACS	St Stephen Parish Council	217	£ 131.26	Staff Training
BACS	Billy Harbone		£ 6,850.00	Playfield Wall Repair
BACS	ClayTAWC	2948	£ 1,754.50	Rent & Photocopying
Card	Amazon	GB5747KKXAEUI	£ 33.50	Toilet Rolls
Card	Amazon	GB50BY6OIBV3LI	£ 9.49	Maintenance Supplies
Card	Microsoft	E0300XKAMO	£ 15.12	Software Licence
Card	Microsoft	E0300XK3IH	£ -	Software License
Card	Christmas Tree World	INV-9000312018	£ 44.49	Dri Box

Total £ 29,634.44

Education Grants

CHQ No:	Name	Invoice Number	Cost	Reason
BACS	Barclays Bank		£ 8.50	Bank Charges
BACS	App 2/25		£ 786.65	Grant issued
BACS	App 7/25	INV-0344	£ 120.00	Grant issued
BACS	App 8/25	36cb8e04	£ 298.99	Grant Issued
BACS	App 8/25	2512209	£ 2,518.88	Grant Issued
BACS	App 1/25		£ 479.00	Grant Issued
BACS	App 3/25	320	£ 597.50	Grant Issued
BACS	App 6/25	194	£ 1,000.00	Grant Issued
BACS	ClayTAWC	2949	£ 30.00	Room Hire
	Total		£ 5,839.52	

Playing Field Trust

CHQ No:	Name	Invoice Number	Cost	Reason
DP	Barclays Bank		£ 8.50	Bank Charges
	Total		8.50	

**Grand Total for
September 2025** **35,482.46**

b) To approve the bank balances as of 31st August 2025

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

195/25 Clerks Report:

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

196/25 To note the change in interest rates from Barclays Bank.

The reduction in interest rates from 1.20% to 1.10% was noted.

197/25 To approve the cost of wildflower seed for Trelavour Prazey Bank.

It was **Resolved** to allow the office a budget of £60 for the seed. Proposed, seconded all present in favour.

198/25 – To approve the cost of Parish Council workwear.

It was **Resolved** to approve the cost of £70 + VAT. Proposed, seconded all present in favour.

199/25 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 advised that there would be costs incurred for decorations.

It was **Resolved** to agree these costs via email under delegated decisions. Proposed, seconded all present in favour

200/25 To agree a donation to the Royal British Legion.

It was **Resolved** to agree a donation of £140.00. Proposed seconded all present in favour.

201/25 Take action for road safety this November.

Cllr Kelsey highlighted that it would be beneficial to support the current Brake Campaign making the public aware of the importance of vehicle safety and being winter ready. It was **Agreed** to share this information on our social media pages.

202/25 To review the footpath report and to confirm agreement for accessing additional funding for footpath improvement works.

It was noted that the report contained several issues to be addressed and the timescale for completion of the works was limited. Cllr Edmunds asked if an extension could be negotiated with Cornwall Council to allow more work to be undertaken.

It was **Resolved** to apply for the costs for the 3 signs to be re-instated, the ditches on one footpath to be cleared and the vegetation encroachment on the tarmacked footpath behind the workingman's club to be addressed initially. Proposed, seconded all present in favour.

203/25 To receive an update on the Christmas Tree Light Switch on event and to agree any associated costs.

It was **Resolved**

To approve the cost of 18 additional batteries at £101.97.

To use Banner Buzz for the additional banners at a cost of £107.52. If additional costs are required to include eyelets on the banner, these costs are to be approved via email.

Approval of cost for overlay dates from Cornwall Signs at a cost of £35 + VAT.

Approval of the cost for the additional advanced warning sign for the road closure and the updates on the dates for the 2 existing road closure signs from Cornwall Signs at a cost of £85 + VAT for the signs and 2 updates at a cost of £35 + VAT each.

Cllr T Edmunds declared an interest in the next section and abstained from participating and voting on the next item.

Approval of the cost for the lantern making equipment for the school (to be purchased when the school confirms participation).

The approval of a printing budget of £10.

The approval of a full-page advert at a cost of £5 in the Community News.

The approval of advertising the event through other media outlets such as social media, newspapers and local radio.

Not to approve the promotional tour of the village by Santa.

Cllr Edmunds declared an interest in the next item and abstained from participation and voting.

Approval of gifts for Santa's grotto: Oranges £25-£30 and £120 to cover the cost of the reindeer food and sweet cones. It was noted that the reindeer food needs to be biodegradable. All to be purchased by the Parish Council

Acceptance of the offer from a member of public to make up the cones for the event.

Acceptance of the invitation from the Ukulele Group to perform at The Pitch.

Approval of the purchase of 3 x orange flashing vehicle lights at a cost of £19.99 each.

Acceptance of the donation from DSW of £150.

Approval of the staff costs for the event.

Radio hire to be agreed via email.

Proposed, seconded all present in favour.

It was also noted that Cornish Lithium have offered to undertake the Lantern Making workshop.

Request has been made to confirm the provision of a Christmas Tree.

Assistance with the erection and removal of the tree.

The loan of barriers and lights for the road closure.

Cornish Lithium have offered ongoing support for this event in the future.

204/25 To receive and update on the welcome signage and agree any actions required.
Deferred.

205/25 To receive an update on the land at Dunstan Close and to approve any associated costs.
Deferred.

206/25 To approve the cost of training for Cllrs and staff.
None.

207/25 Reports from Outside Bodies

Cllr Kelsey & Cllr Clarke attended a China Clay & Luxulyan Community Area Partnership Meeting and provided a verbal report for the meeting.

208/25 Consultations/Surveys received up to the time of meeting.

a) General Consultations:

None.

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

None.

209/25 Highways and Footpaths Matters

a) Footpaths.

No matters reported.

b) Highways.

Faded double yellow lines were highlighted throughout the village.

Speeding on Carne Hill has been reported in by members of the public

An update on the re-surfacing work from Carne Hill and Trelavour Road was provided. outside Claytawc reported to Cornwall Council.

Overgrown verge opposite the bus stop on Hendra Road reported to the office.

Property damage to a wall by vehicles reported to the office and to Cornwall Council.

210/25 Grant Requests

Cllr A Griffin and Cllr J Griffin left the room.

An application for £500 towards the cost of a Community Fireworks display was put before those present. This was discussed at length, and it was **Resolved** to approve the grant for the event. Proposed seconded all present in favour.

Cllr A Griffin and Cllr J Griffin rejoined the meeting.

211/25 Correspondence received.

Update on the Lithium-ion Battery Campaign.

Planning Training.

CERC operational update.

Civility and Respect Newsletter.

Office of Police and Crime Commissioner New Bulletin 05/09/25.

Cornish Lithium Liaison Group Meeting Minutes (August).

Commissioner's blog 09/09/25.

Invitation to attend the China Clay area & Luxulyan Partnership Meeting.

Forest for Cornwall newsletter.

Police Commissioner's Accountability Board Statement.

Town and Parish Council Newsletter.

Affordable Housing Newsletter September edition.

The Commissioners Weekly Column 23/09/25.

Neighbourhood Planning Newsletter – September.

Proposed changes to taxi ranks public consultation.

212/25 Items for the next agenda.

None.

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.

213/25 Confidential items –
None

Meeting closed 8.45 pm.

Signed: