

St Dennis Parish Council
Minutes of the Ordinary Council Meeting held at ClayTAWC on Tuesday
9th January 2024 at 7.00 pm.

The Chair welcomed all present to the January meeting of the Parish Council. Informing all that this meeting will be recorded for minute taking as the Clerk is unable to attend in person.

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

In Attendance: Senior Administrator Tracey Hutton, and 2 members of the public.

262/23 To consider the Co-option of new members onto the Council.

Cllr A Griffin declared a personal interest and was advised to leave the room.

It was proposed and seconded to Co-opt Jennifer Griffin onto the Council. All present in favour.

Cllr A Griffin was invited to re-join the meeting.

It was Proposed and seconded to co-opt Helen James onto the Council. All present in favour.

Both applicants were invited to sign the Declaration of Acceptance of Office.

Cllr Clarke welcome them both onto the Council and they were invited to join the table.

263/23 Apologies.

Cllr Harwood & Cllr Burnett, apologies accepted. All present in favour.

264/23 Declarations of Interest.

None.

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.

265/23 Public Participation (to include Cornwall Councillors Report).

a) Public Participation:

No members of the public present and no matters raised.

b) Cornwall Cllr: (CC Cole)

Cllr Cole has informed that he does not provide a report for January.

No matters were raised for Cllr Coles attention.

266/23 To adopt the minutes of the Ordinary Meeting of the Parish Council held on the 5th December 2023.

Resolved - To adopt the minutes as presented. All present in favour.

267/23 To note the Minutes of the following meetings and Full Council to adopt the recommendations therein.

No additional meetings held in December.

268/23 Matters Arising – Information only.

Cllr Hawkins has been accepted to sit on the St Dennis Education Grant Committee managed through the Arundel Trust.
Land Registry information purchased.
Cemetery electrical work undertaken.
Date to be arranged for tender document review.
Precept demand for 2024-25 submitted.
Materials purchased for the work at Hendra Prazey.

269/23 To agree the delegated decision made in the past month.

None.

270/23 Clerks Report:

[Clerks Report](#) – Noted.

Cllr Edmunds advised the chamber cover in Fore Street has not been repaired as Cornwall Council have advised.

Cllr Clarke informed that the stickers were not placed in the bus shelter by the grinchies.

271/23 To agree the replacement of the grit bin at Hendra Heights.

Cllrs were informed that the lid is broken on the bin.

The costs were reviewed, and it was **Resolved** to wait until the bin is empty and to replace with a bin filled with salt at a cost of £262.71 + VAT. Permission was given to use the card if required. All present in favour.

272/23 Update on the Dunstan Close Land.

Members were informed that the Transfer has been drafted and a report on the transfer is being compiled. A copy of the documents will be provided in due course. The Solicitor will ensure that the Parish Council have access to the land as part of the contract.

Cllr Kelsey asked how the Council would gain access with the barriers currently in place and owned by Cornwall Council.

The Clerk advised that this should not be a problem, this is why a requirement for access to the site needs to be included within the transfer documents.

Cllr Clarke raised the issue with the garden extension and enquired if the current landowner had taken any steps to have this resolved.

The Clerk informed that a letter would be sent to the property by the solicitor regarding the matter, but this cannot be undertaken until the land is owned by the Parish Council.

273/23 To discuss the Parish Council providing a Christmas Tree for 2024.

This was discussed at length, various options for the location were put forward, as well as other elements for consideration within the project. Cllr A Griffin volunteered to take the lead on this project. The matter will be placed on the agenda for further discussion at next month's meeting. A suggestion was made to form a working party to undertake investigations.

274/23 To discuss the possibility of remedial work being undertaken to the tarmac in Trelavour Square prior to the line painting.

Members were informed that Cornwall Council have advised patching work to be undertaken to stabilise the surface prior to the lining work.

It was **agreed** to obtain quotations for the work. To be placed on the agenda for discussion once quotations have been obtained.

275/23 To discuss the purchase and storage for the bulk buying of winter grit.

Cllr Kelsey declared a personal interest in this item as a director of Claytawc and was advised not to participate.

The Senior Administrator informed that the office is still awaiting a response from Claytawc regarding storage of the grit.

The Clerk advised that Claytawc may not have the room to store a pallet of grit and alternative options may need to be considered.

It was **Resolved** to await the decision from Claytawc and if an alternative option is required to agree this via email. All present in favour.

276/23 Update on the Emergency Plan

Deferred.

277/23 Update on the Neighbourhood Plan.

Deferred

278/23 Reports from Outside Bodies

Cllr Kelsey attended a British Lithium Community Liaison Group Meeting a copy of her report can be found [here](#).

279/23 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

280/23 Highways and Footpaths Matters

- a) Footpaths.
Cllr Hawkins reported potholes and an uneven surface on the path through Carne Court to the village.
Cllr Edmunds reported a pothole causing a trip hazard on School Lane outside the Nursery gate.
Cllr James reported traffic cones causing an obstruction on a path near Manson Place.
- b) Highways.
Cllr A Griffin informed of a large pothole at the top of Carne Hill.
Cllrs discussed the general increase in potholes throughout the village.
Cllr A Griffin informed of cat's eyes in the road disappearing along Domellick Road.
To be reported to Cornwall Council.

281/23 Grant Requests

None.

282/23 Correspondence Received - To consider correspondence received at the time of the meeting to be tabled.

Mid-Cornwall Climate and Eco Hub Newsletter – Noted.

Town & Parish Council Newsletter - Noted.

Steve Double MP e-newsletter - Noted.

Forest for Cornwall Winter Newsletter - Noted.

Changes in fees and decision response times in the planning regulations - Noted.

283/23 Financial

- a) To approve this month's payment to creditors and income as tabled.
- b) Cllr Kelsey raised a concern that the figure for payments from the Education Account were incorrect. The Clerk informed that this had been amended on the electronic copy on her computer as it was noticed when checking but it appears that the documents have not synced. The Clerk emailed the version on her computer to the Chairman. The Chairman manually corrected and initialled the payment schedule. With the amendments in place, it was **Resolved** –To accept the payment schedule. All present in favour.

Community Account

CHQ No:	Name	Invoice Number	Cost	Reason
DD	Sage	UK-04067629	£ 15.60	Payroll software
DD	EDF Energy	T87521180026	£ 31.02	Electric Bill Public Toilets
		13/11/23 TO		
DD	Barclays Bank	12/12/23	£ 10.90	Account fee
DD	Giff Gaff		£ 10.00	Mobile phone monthly tariff
DD	Nest Pension		£ 76.70	Pension Contributions
DD	Microsoft	E300Q5BXW	£ -	Software License
DD	Coast to Coast Communications	25726	£ 11.26	Telephone Bill
		1/10/23 to		
DD	South West Water	12/12/23	£ 22.64	Water Services
DD	Suez	33176321	£ 74.24	Waste Collection Services
CARD	Amazon	Awaiting Invoice	£ 58.20	Black Toner Cartridge
BACS	HMRC		£ 1,094.90	Tax & NI
BACS	Staff costs		£ 4,303.51	Staff Costs
BACS	Central Cleaning	2337	£ 390.00	Cleaning of Public Toilets
BACS	ClayTAWC Ltd	2512	£ 1,753.72	Rent and Photocopying
BACS	Piran Tech	50460	£ 5.62	Monthly back-up checks
BACS	Duchy Cemetery's Ltd	3161	£ 500.00	Grave Digging
BACS	Duchy Cemetery's Ltd	3157	£ 500.00	Grave Digging
BACS	Banner	AD74004	£ 2.68	Desk Diary
BACS	Banner	AD58960	£ 49.79	Stationery
BACS	BT	Refund	-£ 220.56	over payment refund
BACS	Cornwall ALC Limited	2324-517	£ 72.00	Planning Training
BACS	Cornwall ALC Limited	2324-537	£ 36.00	Enforcements & Appeals Training
BACS	Cornwall ALC Limited	2324-470	£ 24.00	Code of Conduct Training
BACS	Coserv Solutions Ltd	CINV-047614	£ 630.50	2 x new Salt Bins
BACS	Wisdom Signs		£ 26.40	CCTV Warning Signs

BACS	TSSC	9116175	£	27.22	Gloves and Blue Roll
BACS	DB Electrical	2616	£	180.00	Cemetery Electrical Box upgrade
CARD	Screwfix	A15075955145	£	48.96	Materials
BACS	Glasdon UK Limited	S1876741	£	73.73	90ltr replacement Bin Liner
BACS	Corserv Solutions Ltd	CINV-048488	£	189.25	Parc-an-Brea Grit re-fill
BACS	Corserv Solutions Ltd	CINV-048487	£	189.25	Hendra Heights Grit re-fill
BACS	Corserv Solutions Ltd	CINV-048489	£	189.25	Hendra Prazey Grit re-fill
BACS	Corserv Solutions Ltd	Awaiting Invoice	£	189.25	Hall Road Grit re-fill
BACS	Sutcliffe Play	7048	£	53.38	Springy Handle
BACS	Mays Country Store	3633	£	164.28	Materials for fencing
BACS	Unity Trust		£	18.00	Bank Charges

Total £ 10,801.69

Playing Field

CHQ No:	Name	Invoice Number	Cost	Reason
		13/11/23 TO		
DD	Barclays Bank	12/12/23	£ 8.50	Account Fee
	Total		£ 8.50	

Education Bursary Fund

CHQ No:	Name	Invoice Number	Cost	Reason
		13/11/23 TO		
DD	Barclays Bank	12/12/23	8.50	Account Fee
BACS	Application 20		£ 249.99	Grant issued
BACS	Application 18		£ 1,000.00	Grant issued
BACS	Application 19		£ 389.98	Grant issued
BACS	Application 11		£ 300.00	Grant issued

Total 1,948.47

**Grand Total for
December 12,758.66**

- c) To approve the [bank balances as of 30th November 2023](#).
Deferred – Due to wrong bank statements being presented.

284/23 Items for the next agenda
2024 Christmas Tree.

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.

285/23 Confidential items –

None

Meeting closed 8.30 pm.

Signed: