

St Dennis Parish Council
Minutes of the Ordinary Council Meeting held at ClayTAWC on Tuesday
3rd October 2023 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 Griffin, Cllr Edmunds, Cllr Harwood, Cllr Hawkins.

In Attendance: Lynn Clarke Clerk, Senior Administrator Tracey Hutton, Cornwall Cllr Dick Cole (CC Cole), a representative from Cornish Lithium and 1 member of the public.

183/23 Apologies.

None.

184/23 Declarations of Interest.

Cllr Kelsey declared an interest in Item 10 as a member of the WI.

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.

185/23 Public Participation (to include Cornwall Councillors Report).

a) Public Participation:

The representative from Cornish Lithium gave a presentation on two proposed planning applications. One regarding additional office space and welfare facilities, the proposal is to add three permanent and three temporary portacabins making a total of 8 on the site. These are required due to increasing staff numbers on the site.

The second proposed application is to regularise the entrance on Gothers Road. Cornish Lithium want to enlarge the existing entrance with the intention to use this as the primary entrance to the quarry. Questions were raised regarding the entrance being used for haulage of materials from the site. Cllrs were informed that this is not the intention, there may be a few vehicles used initially for this purpose whilst trialling the production process. Cornwall Cllr Cole (CC Cole) asked if there was anything within the application to safeguard the entrance from being used for haulage in the future. Those present were informed that the planning department have requested anticipated numbers of vehicular movements, it is possible that a restriction could be included within the permission if granted.

The intention is to widen the existing entrance to increase visibility. A concrete / tarmac apron will be installed to reduce the risk of spoil being taken onto the highway and a pipe will be installed to maintain the water flow from an existing ditch. The ditches on either side of the entrance will also be cleared.

Cllr Kelsey asked if the proposed entrance on Brewers Hill was still going to be developed. Council were advised that this was for emergency access and that this entrance may not be needed. Cllr Kelsey went on to ask how Cornish Lithium proposed

to move material from the site once production was underway. Cornish Lithium are considering installing conveyors to move the raw material to a processing area. Cllr Harwood asked if there were plans to install more fencing in the area as a result of the new entrance. Council was assured that the fencing work has been completed and there are no plans to extend this at the moment. Cllr Clake thanked the representative from Cornish Lithium for the presentation.

b) Cornwall Cllr: (CC Cole)

CC Cole provided a written report that can be found [here](#): An update was given on the application for funding to purchase Claytawc. Cllr Cole will keep members updated on the progress.

186/23 To adopt the minutes of the Ordinary Meeting of the Parish Council held on the 5th September 2023.

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

187/23 To note the Minutes of the following meetings and Full Council to adopt the recommendations therein.

[Consolidated Committee Meeting](#) – General Purpose:- Transfer of funds to the new bank accounts approved, A councillor to undertake internal audits approved, addition to Service Level Agreements for verge cutting rejected, agreement to use the proceeds of land sale for the public toilet refurbishment, agreement to seek quotations for the refurbishment of the other toilet, emergency spending limits, card payment limits and petty cash limits reviewed, advertising of the grass cutting tender approved.

Cemetery – additional electric sockets to be agreed via email, approval of new signage for the cemetery, approval of grave tending forms and permits.

Planning – PA23/07117 – Agreed to support.

It was **Resolved** to accept the recommendations of the meeting. All present in favour.

188/23 Matters Arising – Information only.

The Clerk informed:

The waste from the sheds has been collected.

The invitation has been accepted, to take part in the festival of Christmas Trees.

A date is required for the planting at Flanders Field – The clerk will re-circulate the email.

Silk Poppies have been purchased.

CCTV unit has been replaced.

Training has been booked.

Arundel Trust have been provided with the contact details of Cllr Griffin.

All matters that required reporting have been notified to the relevant agencies.

189/23 To agree the delegated decision made in the past month.

It was **Resolved** to agree the delegated decisions made in the past month. All present in favour. A copy of those decision can be found [here](#).

190/23 Clerks Report:

[Clerks Report](#) – Noted.

Cllr Kelsey left the meeting.

191/23 To agree a request from the WI to plant a tree on Parish Council land.

It was **Resolved** to allow the WI to plant two trees behind the lower boundary fence in the playing field. All present in favour.

Cllr Kelsey was invited to re-join the meeting.

192/23 To agree a date for the Parish Council recruitment evening.

This was discussed at length. It was agreed to hold the event on the 24th October between 5 and 7pm. All present in favour.

193/23 To consider representatives to attend St Stephen in Brannel Highways Matters meeting.

It was **Resolved** to accept the invitation; Cllr Clarke & Cllr Harwood will attend. Cllr Kelsey will attend if available.

194/23 To consider the re-statement of the parking bays and road lines in Trelavour Square.

This was discussed at length. It was agreed to obtain a quote from a contractor and to investigate the costs for our staff to undertake the work. Both costs to be provided to Cllrs so they can decide via email on the best option to take.

195/23 Update on the land purchase at Dunstan Close.

The surveys undertaken have been circulated to Cllrs, no concerns from the surveys were highlighted. The contracts have been drafted and are waiting for approval from the vendors solicitors.

196/23 Update on the Emergency Plan.

No update available. Cllr Griffin agreed to join the working party to assist with the plan. Cllr Edmunds suggested that a list of buildings be drafted to inform of differing facilities available so in the event of an emergency the right buildings can be identified to uses to suit the nature of the situation.

197/23 update on the Neighbourhood Plan

A meeting is required to discuss the next stage.

198/23 Reports from Outside Bodies

Cllr Kelsey & Cllr Clarke attended the Community Network Panel Meeting. Cllr Kelsey provided a verbal update a written report is to follow.

199/23 Consultations/Surveys received up to the time of meeting.

Jo Cox Civility Commission Consultation – It was agreed that Cllrs will submit responses individually.

200/23 Highways and Footpaths Matters

- a) Footpaths.

Cllr Edmunds informed that the Dunstan Close footpath had been cut.

Cllr Kelsey informed of a broken handrail on footpath 5 – Office to report to Cornwall Council.

b) Highways.

Message received from a member of the public concerned about the parking at the top of Trelavour Road and speeding in this area.

Cllr Kelsey informed the roadworks on Hendra Road had been completed.

Cllr Harwood notified of another bus trying to go through Hendra Prazey under the low bridge.

It was again raised that HGV's are travelling too fast on the approach to Hendra Corner. It was highlighted that the chevron sign for the corner has not been replaced since the wall was knocked down. Office to contact Highways about the signage.

201/23 Grant Requests

None.

202/23 Correspondence Received - To consider correspondence received at the time of the meeting to be tabled.

August E News for Steve Double MP.

Invitation to attend Town and Parish Council Budget Update Briefing.

Affordable Housing Newsletter from Cornwall Council.

Forest for Cornwall Autumn Newsletter.

Invitation to attend the Roya Cornwall Hospitals Annual Public Meeting.

Peninsula Transport Technology and Zero Emission Vehicle Study for the Southwest.

China Clay Area & Luxulyan Community Area Partnership meeting agenda circulated.

203/23 Financial

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

It was **Resolved** –To accept the payment schedule as presented. All present in favour.

Community Account

CHQ No:	Name	Invoice Number	Cost	Reason
DD	Sage	UK-03744681	£ 15.60	Payroll software
DD	EDF Energy	T87521180023	£ 24.69	Electric Bill Public Toilets
DD	Barclays Bank	14/08/23 TO 12/09/2023	£ 13.90	Account fee
DD	Giff Gaff	1694820247848	£ 10.00	Mobile phone monthly tariff
DD	Nest Pension		£ 72.05	Pension Contributions
DD	Suez	33096679	£ 88.24	Waste Collection Aug
DD	Microsoft	E0300OYT3R	£ -	Software License
DD	Cobalt Communications	24616	£ 8.90	Office Telephone Charges
DD	Southwest Water	28/06/2023 - 20/09/2023	£ 60.91	Water rates for Public Toilets
CARD	Screwfix	A13942316699	£ 459.98	Drill and Angle Grinder
CARD	Masons Kings	468598	£ 72.25	Chain Oil/Fuel Cannisters
CARD	Amazon	121335251-2023-6227	£ 39.50	Poppies
CARD	Reach Publishing	Pro Forma Invoice	£ 101.81	Cornish Guardian Tender Ad
BACS	Reach Publishing	Pro Forma Invoice	£ 203.62	Cornish Guardian Tender Ad

CARD	CPD Online Training	432326-2023	£ 96.00	Staff Training
BACS	ClayTAWC	2459	£ 1,760.92	Rent & Photocopying
BACS	HMRC		£ 1,075.76	Tax & NI
BACS	Staff costs		£ 4,549.04	Staff Costs
BACS	Helping Hand	CD970067345	£ 134.99	Litter Cart
BACS	Banner (Complete)	SINV03787127	£ 21.00	stationery
BACS	Kernow Training	6545	£ 435.00	Pesticide Course
BACS	Kernow Training	6551	£ 30.00	Safety Clothing
BACS	Cartridge Save	7241560	£ 244.07	Toner Cartridges
BACS	Grahams Garden Machinery	102418	£ 60.00	Strimmer Repairs
BACS	The Safety Supply Company	9060085	£ 26.34	Safety Clothing
BACS	Glasdon UK Ltd	S1870399	£ 723.51	Skate Park bench
BACS	Central Cleaning	2325	£ 390.00	Cleaning of Toilets
BACS	A1 Tree & Grounds Ltd	1916	£ 1,236.00	Grass Cutting for August
BACS	Piran Tech	48310	£ 17.57	Monthly back up
BACS	St Dennis AFC youth teams		£ 420.00	grant
BACS	Duchy Cemetery Ltd	3108	£ 90.00	Grave Digging
	Total		£ 12,481.65	

Playing Field

CHQ No:	Name	Invoice Number	Cost	Reason
DP	Barclays Bank	14/08/23 TO 12/09/2023	£ 8.50	Account Fee
CARD	Brandon Hire	400619674	£ 27.60	Fencing Hire Charge
BACS	Maverick Industries	13343	£ 6,600.00	Skate Park Works
	Total		£ 6,636.10	

Education Bursary Fund

CHQ No:	Name	Invoice Number	Cost	Reason
DP	Barclays Bank	14/08/23 TO 12/09/2023	8.50	Account Fee
	Total		8.50	

Grand Total for September 19,126.25

b) To approve the [bank balances as of 31st August 2023](#).

Resolved – To approve the bank balances. All present in favour.

c) To approve a top up on the maintenance materials budget.

The Clerk provided a report of spending to date which can be found [here](#). It was **Resolved** to provide a top for delegated spending on maintenance materials of £402.64.

204/23 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.

205/23 Confidential items –

None

Meeting closed 8.30 pm.

Signed: