

St Dennis Parish Council  
Minutes of the Ordinary Council Meeting held at ClayTAWC on Tuesday  
14<sup>th</sup> January 2025 at 7.00 pm.

The Chair welcomed all present to the January meeting of the Parish Council, wishing everyone a happy new year.

**Present:** Cllr Clarke (Chair), Cllr Burnett (Vice Chair) Cllr Kelsey, Cllr A Griffin, Cllr James, Cllr J Griffin.

**In Attendance:** Clerk Lynn Clarke, Senior Office Administrator Tamsyn Moore, Cornwall Councillor Dick Cole (CC Cole) arrived at 8.15 pm.

**302/24 Apologies.**

Cllr Edmunds. Apologies accepted. Cllr Hawkins absent.

**303/24 Declarations of Interest.**

Cllr Kelsey, Cllr A Griffin & Cllr James declared an interest in the payment schedule as the applicant and members of a grant payment scheduled to be agreed this evening. 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.

**304/24 Public Participation (to include Cornwall Councillors Report).**

**a) Public Participation:**

No members of the public present.

**b) Cornwall Cllr: (CC Cole)**

CC Cole does not provide a report for January. The Chair informed that CC Cole would be arriving later in the meeting due to prior commitments.

**305/24 To adopt the minutes of the [Ordinary Meeting](#) of the Parish Council held on the 3<sup>rd</sup> December 2024.**

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

**306/24 To note the Minutes of the following meetings and Full Council to adopt the recommendations therein.**

None.

**307/24 Matters Arising – Information only.**

- Further training regarding Gov.uk domains has been attended.
- The proceeds for the land sale have been allocated towards Dunstan Close project within the Ear Marked Reserves.
- The precept demand has been submitted.
- Training has been booked.

**308/24 To agree the [delegated decisions](#) made in the past month.**

It was **Resolved** to approve the delegated decisions. All present in favour.

**309/24 Financial**

- a) To approve this month's payment to creditors and income as tabled.
- b) It was **Resolved** –To accept the payment schedule as presented with the exception of the payment of the grant to the Art Group Which will be deferred, as the Council would not have been quorate to make a decision on the payment schedule if those who declared an interest had left the room. All present in favour.

**Community Account**

CHQ No:	Name	Invoice Number	Cost	Reason
DD	Sage	GB-00146809	£ 18.00	Payroll software
DD	Barclays Bank	13.11.24 - 12.12.24	£ 9.70	Bank Charges
DD	Giff Gaff	1734308571932	£ 10.00	Monthly Package
DD	Nest Pension	Dec	£ 76.38	Pension Contributions
DD	Suez	33495311	£ 75.94	Waste Collection
DD	YU Energy	22700344	£ 24.70	Electric Cemetery
DD	Coast to Coast Communica- tions	30540	£ 14.88	Office Phone
DD	Source for Business	5088 2061 80	£ 27.52	Cemetery Water
DD	Source for Business	5088 1438 86	£ 77.85	Public Toilets Water
BACS	HMRC	Dec	£ 1,155.69	Tax & NI
BACS	Staff costs	Dec	£ 5,963.45	Staff Costs
BACS	Microsoft	E0300V1J9I	£ -	Software License Dec
BACS	Microsoft	E0300UPF0Z	£ -	Software License Jan
BACS	Piran Technologies Ltd	56596	£ 85.63	IT support re: printer
BACS	Piran Technologies Ltd	57081	£ 6.26	Microsoft Backup
BACS	A1 Tree & Grounds Ltd	2086	£ 1,500.00	Hedge Trimming and Tree Work
BACS	Central Cleaning	2388	£ 464.00	Cleaning of Public Toilets
BACS	NNB Recycled Furniture	4280340	£ 13.20	Concrete Fixings for Bench x 2
BACS	NNB Recycled Furniture	4280341	£ 23.76	Concrete Fixings for Bench x 4
BACS	Reach Publishing	9000377719	£ 93.48	Memorial Testing Notice
BACS	Mays		£ 17.77	Shovel Handle and Post Crete
BACS	Mays	Credit 14210	-£ 7.20	Straight Spade Handle
BACS	Cornwall Council	8100533493	£ 88.80	Hub Learning Licence
BACS	Cornwall Council	8100533164	£ 58.00	Road Closure
BACS	Complete/Banner	SINV04180216	£ 6.44	Office Stationery
BACS	Complete/Banner	SINV04183760	£ 14.59	Black Bags
BACS	CALC	2425-449	£ 48.00	Training - Councillors
BACS	CALC	2425-465	£ 36.00	Training - Staff
BACS	Duchy Cemetery	3473	£ 90.00	Grave digging
BACS	Duchy Cemetery	3478	£ 500.00	Grave digging
BACS	Duchy Cemetery	3479	£ 500.00	Grave digging
BACS	GM Computer Systems	SI - 114273	£ 180.00	Laptop Refurb
BACS	GM Computer Systems	SI-114295	£ 156.00	ESET Antivirus
BACS	TSSC	9380284	£ 57.85	Work Wear Maintenance Materials
BACS	ClayTAWC	2740	£ 1,750.36	Rent and Printing
BACS	St Dennis Art Group		£ 500.00	Grant Issued

BACS card	Festive Lights	WEB8140430	£	18.38	Battery Box
card	Booker	452329	£	54.42	Christmas Event Supplies
card	Amazon	246500663	£	71.01	Batteries - Christmas Tree
card	Amazon		£	8.99	Delivery Charge
card	HP Instant Ink	12/12-12/01/25	£	-	Printer Ink
	<b>Total</b>			£ 13,789.85	

**Playing Field**

CHQ No:	Name	Invoice Number	Cost	Reason
DP	Barclays Bank	13.11.24 - 12.12.24	£ 8.50	Bank Charges
DD	Yu Energy	263980	£ 16.77	Electricity for CCTV
BACS				
	<b>Total</b>		£ 25.27	

**Education Bursary Fund**

CHQ No:	Name	Invoice Number	Cost	Reason
DP	Barclays Bank		8.50	Bank Charges
BACS	Applicant 18		300.00	Grant Issued
BACS	Applicant 19		300.00	Grant Issued
	<b>Total</b>		608.50	

**Grand Total for Dec 24 14,423.62**

All invoices listed have been certified and verified by the RFO

Date: 14/01/25

- c) To approve the bank balances as of [30<sup>th</sup> November 2024](#).  
It was **Resolved** to approve the bank balances. All present in favour.

**310/24 Clerks Report:**

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

**311/24 To discuss setting up a working party to arrange next year's Christmas Tree Lighting Event.**

This was discussed at length, and it was agreed that a report from a working party with items to be agreed may cut down on the time required to discuss the event within the Parish Council Meetings.

It was **Resolved** to formulate a working party with a minimum requirement of 3 members. Working Party to include members of the public. All meetings will require a member of staff to be present to draft the reports for Full Council. All present in favour.

**313/24 To consider passing a motion of no confidence in Cornwall Council's Planning and Enforcement Department.**

It was agreed to defer this item until later in the meeting so further advice could be sought from CC Cole.

**314/24 To approve the cost of a replacement grit bin for the top of Trelavour Road.**

It was **Resolved** to purchase a replacement bin from Protec Direct at a cost of £157.47 + VAT. All present in favour.

**315/24 To agree the installation and costs of a “Keep Clear / No Parking” sign on Enniscaven bus stop.**

The Clerk informed that vehicles were constantly parking across the bus stop which was causing difficulty for staff to access and undertake maintenance. It was also highlighted that the bus stop is used for the school bus so should be kept clear.

It was **Resolved** to approve the cost of £42 + VAT from Wisdom Signs. All present in favour.

**316/24 To approve the cost of Parish Council fleeces for office staff.**

It was **Resolved** to approve the costs of staff workwear of £85.50 + VAT from JOG. All present in favour.

**317/24 To agree dates for the litter picks in 2025 – 2026.**

It was **Resolved** to hold a litter pick on Saturday the 31<sup>st</sup> May and Thursday the 28<sup>th</sup> August. All present in favour.

**318/24 To consider options for tree planting within the Parish.**

Cllr Kelsey advised that there were trees left over from the tree planting event that require planting.

It was **Agreed** to plant these within Freda's Triangle and beside the lower gate within the playing field. All present in favour.

**319/24 To discuss options for the Parish Council to assist in the installation of footpath signage and enhancements.**

Deferred.

**320/24 To note the reduction in interest rates from Barclays Bank.**

The reduction in rates by 0.5% to 1.35% from the 11<sup>th</sup> March 2025 was noted.

**321/24 To approve the cost of a set of under desk drawers for the office.**

It was **Resolved** to approve the cost of £92 + Vat from Office Furniture online and to approve the use of the Parish Council card for the purchase. All present in favour.

**322/24 To approve the budget for 2025 – 2026.**

It was **Resolved** to approve the budget and the budget report for publication. All present in favour.

A copy of these documents can be found here: [Budget 25-26](#); [Ear Marked Reserves 25-26](#); [Budget Report](#).

**323/24 To receive and update on the Good Citizen Awards.**

Deferred.

**324/24 To receive and update on the welcome signage and to agree actions required.**  
Deferred until later in the meeting.

**325/24 To discuss a one-way system for the village.**

Deferred until later in the meeting.

**326/24 To receive an update on the purchase of the land at Dunstan Close.**

Deferred.

**327/24 To receive an update on the meeting regarding the Hall Road Play area.**

The Clerk reported that a meeting was held on December 13th, attended by herself, CC Cole, and other representatives from Cornwall Council. During the meeting, it was agreed that the play equipment requires updating. The area was also inspected, and it was noted that while the play area itself is small, the land it occupies is much larger. It was suggested that it might be more appropriate for the Parish Council to take responsibility for the entire area, should they be agreeable. This proposal was discussed at length, and the consensus was to approve taking over the whole area. The Clerk mentioned that CC Cole may have further updates on this matter upon his arrival. It was agreed to revisit this item later in the meeting.

**328/24 To receive an update on the land at Dunstan Close.**

Deferred.

**329/24 To approve the cost of training for Cllrs and staff.**

It was **Resolved** to approve £852 + VAT for various training courses for office staff. All present in favour.

**330/24 Update on the Emergency Plan**

Deferred.

**331/24 Update on the Neighbourhood Plan and to approve any associated costs and how these will be funded.**

Deferred until later in the meeting.

**332/24 Reports from Outside Bodies**

Cllr Kelsey attended a Cornish Lithium Community Liaison Meeting a copy of the report can be found [here](#). This report was noted by those present.

**333/24 Consultations/Surveys received up to the time of meeting.**

a) General Consultations

Consultation on 2025 Off-Street Parking Places Amendment Order. It was agreed not to put any views forward on this consultation.

Strengthening Standards and Conduct Framework for Local Authorities in England:

It was **Resolved** to arrange a Zoom or Teams Meeting to be arranged to complete this consultation.

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

None

**334/24 Highways and Footpaths Matters**

a) Footpaths.

Reports have been made to Cornwall Council regarding the leaves and a small tree causing issues on School Lane.

b) Highways.

A Resident has complained about people parking on the junction of Hendra Prazey and Hendra Road.

Cllr S Kelsey informed that the traffic calming has been installed in Hendra Road but the signage has not yet been erected.

**335/24 Grant Requests**

A letter from Cornwall Scrapstore was read to those present.

This was discussed at length and it was **Resolved** not to provide a donation but for the Parish Council to take out a year's subscription which could assist in the provision of materials for some of the projects that are undertaken. It was agreed that the Parish Council would promote the Scrapstore on social media. All present in favour.

**336/24 Correspondence received.**

Vote of no confidence letter from Marazion Town Council.

Notification from Bell Geospace of low flying aircraft due to survey being undertaken.

Town and Parish Council Newsletter – December.

Community Land Trust Newsletter – December.

Police & Crime Commissioner's Weekly Column 23/12/24.

Police & Crime Commissioner's New Year's Eve column.

Police & Crime Commissioner's Weekly Column 06/01/25.

Open letter from the Chair of the National Association of Local Councils.

Changes in planning guidance from Cornwall Council.

CC Cole arrived at 8.15

**337/24 Items for the next agenda.**

May meeting dates.

Annual Meeting Date

Hendra Road Bus Stop.

Consideration of changing to a gov.uk domain

**338/24 To consider passing a motion of no confidence in Cornwall Council's Planning and Enforcement Department.**

This was discussed at length, and whilst the Parish Council understands the views of Marazion Parish Council. It was **Resolved** not to support a vote of no confidence. All present in favour.

**339/24 To receive and update on the welcome signage and to agree actions required.**

No further updates provided – Deferred.

**340/24 To discuss a one-way system for the village.**

No further update provided - Deferred.

**341/24 To receive an update on the meeting regarding the Hall Road Play area.**

CC Cole was informed that the Parish Council agreed in principal to taking over the whole of the land as discussed earlier in the meeting.

CC Cole updated those present informing that a new Legal Officer is being appointed at the end of January and a heads of terms document for the play areas in Hall Road and St Enoder are to be high on the priority list for drafting.

**342/24 Update on the Neighbourhood Plan and to approve any associated costs and how these will be funded.**

CC Cole informed the meeting that the Government is currently introducing changes to the planning system, including an increase in the housing target to 4,400 homes per year. These changes are expected to significantly impact the proposed Neighbourhood Plan. It may therefore be advisable to review the consultation documents in light of these changes once Cornwall Council's policies have been updated. It was proposed that the Working Party arrange a meeting to discuss the potential impact of the new planning legislation and to delay the consultation until clearer guidance is available on the necessary adjustments. CC Cole also mentioned that there is a proposal for the development of Neighbourhood Plan Statements, which may offer a simpler and more practical alternative to creating a full Neighbourhood Plan, particularly in light of the recent changes in planning legislation that have affected existing Neighbourhood Plans.

It was **agreed** to await the report from the working party meeting. All present 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.

**343/24 Confidential items –**

None

Meeting closed 8.40 pm.

Signed: .....