

St Dennis Parish Council
Minutes of the Ordinary Council Meeting held at ClayTAWC on Tuesday
1st April 2025 at 7.00 pm.

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

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

In Attendance: Clerk Lynn Clarke, Senior Office Administrator Tamsyn Moore, Cornwall Councillor Dick Cole (CC Cole) and 1 member of the public.

1/25 Apologies.

Cllr Burnett & Cllr James. Apologies accepted. Cllr Hawkins absent

2/25 Declarations of Interest.

None.

The Chair reminded those present that if any other matter arises during the meeting, advice should be sought from the Senior Office Administrator and the Chair before continuing.

3/25 Public Participation (to include Cornwall Councillors Report).

a) Public Participation:

During the public participation section of the meeting, a concern was raised about parking on Hendra Road, specifically regarding two vans positioned at either end of the traffic calming measures. One van is obstructing visibility for other drivers, while the other is blocking the pavement, creating an obstacle for pedestrians, particularly those with prams or wheelchairs. Reference was made to the Highway Code and the apparent lack of compliance with these regulations. It was agreed that these issues would be reported to the police for further action.

A question was also raised regarding the introduction of a 20-mph speed limit in St Dennis. It was noted that this speed limit had not been implemented in Foxhole, and an explanation was sought as to why.

CC Cole explained that there had been a consultation regarding changes to the speed limits across the Clay Area. However, the public response to the consultation was limited, so decisions were made by professional officers based on their expertise. It was further clarified that some roads were deemed more suitable for higher speed limits than others.

b) Cornwall Cllr: (CC Cole)

CC Cole did not provide a report for the meeting due to the Pre-Election Period.

CC Cole went on to provide the following update:

The Local Lettings Plan has been signed off for St Dennis and St Enoder being in a better position for local people to be entitled to local housing. Out of 200 + properties under this agreement 75% will be allocated to people with a local connection. Whilst this is expected to be reviewed in the future, St Dennis Parish Council will continue to have an input into any proposed amendments.

Cllr Clarke thanked CC Cole for all of his work on this agreement.

4/25 To adopt the minutes of the Ordinary Meeting of the Parish Council held on the 4th March 2025 and the Additional Meeting held on the 18th March 2025.

Resolved - Proposed and seconded to adopt the minutes with one amendment to the finishing time of the meeting on the 18th March. This was changed from 8.40 pm to 7.40 pm. All present in favour.

5/25 To note the Minutes of the following meetings and Full Council to adopt the recommendations therein.

Playing Field Trust – Additional benches to be investigated, Penny Darn Clearance approved, bank repairs approved, tree reduction approved, annual safety check costs approved, methods to improve the surface on the top entrance to be investigated.

Cemetery Committee Meeting – Bin liner cost approved, Cemetery Regulations reviewed, and amendments made, new bench and base costs approved, Memorial Shelter to be investigated, Additional planting to be investigated and agreed via email, Bollard and chain costs agreed, temporary stabilisation of memorials costs approved, moss removal machine hire costs approved.

Staffing Committee Meeting – To be approved under confidential.

It was **Resolved** – Proposed and seconded to adopt the recommendations. All present in favour.

6/25 Matters Arising – Information only.

- The Service Level Agreement for verge cutting has been signed and submitted.
- The Local Maintenance Partnership Agreement for footpath cutting has been signed and submitted.
- An email has been sent to Redruth Town Council acknowledging St Dennis Parish Council's support in lobbying Cornwall Council to review how second home council tax is allocated.

7/25 To agree the delegated decisions made in the past month.

None.

8/25 Financial

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

It was **Resolved** – Proposed and seconded to accept the payment schedule as presented. All present in favour.

Community Account

CHQ No:	Name	Invoice Number	Cost	Reason
DD	Barclays Bank	13.02.25 - 12.03.25	£ 8.50	Bank Charges
DD	Giff Gaff	1742084463243	£ 10.00	Monthly Package
DD	Nest Pension		£ 72.78	Pension Contributions
DD	HP Instant Ink	13/02-12/03/25	£ 53.99	Monthly Ink Package
DD	Coast to Coast Communications	31854	£ 16.38	Service Charge
DD	Source for Business	5089419555	£ 30.27	Cemetery Water
BACS	Business Rates	802538969	£ 711.08	Office - 01.04.25-31.03.26
BACS	Business Rates	802439629	£ -	100% Relief Public Toilets

BACS	Business Rates	800806395	£	-	100% Relief Cemetery
BACS	HMRC		£	1,255.11	Tax & NI
BACS	Staff costs		£	5,827.44	Staff Costs
BACS	ClayTAWC	2804	£	1,750.36	Rent & Printing
BACS	Microsoft	E0300VQ6JS	£	-	Software license
BACS	Central Cleaning	2400	£	496.00	Cleaning of Public Toilets
BACS	Piran Tech	58193	£	25.37	Monthly Service Check
BACS	Duchy Cemetery's Ltd	3509	£	500.00	Internment
BACS	Duchy Cemetery's Ltd	3569	£	90.00	Internment
BACS	Duchy Cemetery's Ltd	3599	£	500.00	Internment
BACS	Drew Memorials	INV-0065	£	740.00	Memorial Testing and Staking
BACS	TEEC	INV-5240	£	72.00	Domain
BACS	CALC	2425-585	£	126.00	Office Staff Training
BACS	CALC	2425-524	£	84.00	Office Staff Training
BACS	CALC	2425-579	£	42.00	Office Staff Training
BACS	CALC	2425-639	£	252.00	Office Staff Training
BACS	CALC	2425-648	£	180.00	Office Staff Training
BACS	CALC	2425-658	£	42.00	Office Staff Training
BACS	CALC	2526-141	£	1,056.00	Membership 25/26
BACS	Grahams Garden Machinery Ltd	117946	£	101.00	Strimmer Service
BACS	Grahams Garden Machinery Ltd	117956	£	85.00	Strimmer Service
BACS	Grahams Garden Machinery Ltd	118115	£	10.40	Strimmer Parts
CASH	B&M	8	£	18.00	Loose Tools
	Total			£ 14,155.68	
	Playing Field				
CHQ No:	Name	Invoice Number	Cost	Reason	
DP	Barclays Bank	13.02.25 - 12.03.25	£ 8.50	Bank Charges	
	Total		£ 8.50		
	Education Bursary Fund				
CHQ No:	Name	Invoice Number	Cost	Reason	
DP	Barclays Bank	13.02.25 - 12.03.25	£ 8.50	Bank Charges	
	Total		8.50		
		Grand Total for			
		March 2025		14,172.68	

- b) To approve the bank balances as of [28th February 2025](#).
It was **Resolved** – Proposed and seconded to approve the bank balances. All present in favour.
- c) To approve the top up of the petty cash float.
It was **Resolved** – Proposed and seconded to approve the top up of £50.88. All present in favour.

9/25 Clerks Report:

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

10/25 To note the changes in interest rates.

Unity Trust interest Rates are reducing from 2.5% to 2.25%. Barclays Bank interest rates are reducing from 1.35% to 1.25%. Noted by those present.

11/25 To approve the costs of the VE day event.

It was proposed and seconded, **Resolved** to:

Agree the costs of the gas bottles via email.

To purchase enough cocktail parties for persons contributing to the event from Premier Pasties.

To allow a budget of £35 for the purchase of tea, coffee and biscuits.

12/25 To agree Invitees for the Annual Parish Meeting.

It was **Agreed** to invite the same organisations as last year. All present in favour.

13/25 To discuss and agree the planting of additional shrubs and bulbs around the villages.

Deferred.

14/25 To agree the costs for the bus shelter repairs.

It was **Resolved** – Proposed and seconded to approve the costs from St Austell Bay Plastics of £140 + VAT. All present in favour.

15/25 To discuss options for the Parish Council to assist in the installation of footpath signage and enhancements.

Deferred until Countryside Services have completed the current project of signage installation.

16/25 To vote on the nominations for the Good Citizen Awards.

The working party put forward 5 nominations and these were voted on by members and a unanimous decision was made. It was **Resolved** proposed and seconded to present the award at the Annual Parish Meeting. All present in favour.

17/25 To receive and update on the welcome signage and to agree actions required.

CC Cole advised that the meetings arranged to discuss this had been deferred in March.

18/25 To discuss a one-way system for the village.

CC Cole advised that the meetings arranged to discuss this had been deferred in March.

19/25 To receive an update on the land at Dunstan Close.

Members were advised that we are currently awaiting estimated costs from the landowner's solicitor.

20/25 To approve the cost of training for Cllrs and staff.

None.

21/25 Update on the Emergency Plan

Deferred. It was agreed to remove this item from the agenda.

22/25 Update on the Neighbourhood Plan and to approve any associated costs and how these will be funded.

It was agreed to remove this from the agenda until Cornwall Local Plan has been reviewed.

23/25 Reports from Outside Bodies

Cllr Clark, Cllr Edmunds & Cllr Burnett attended a meeting of St Dennis & Nanpean Community Trust. Minutes of the meeting will be forwarded for circulation.

24/25 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.

25/25 Highways and Footpaths Matters

- a) Footpaths.
Cllr A Griffin advised that footpath 18 needs strimming back.
Blocked Drain on School Lane has been reported to Cornwall Council.
Fly tipping on footpath 4 has been reported to Cornwall Council.
Motorbikes using footpath 20 have been reported to the police and Cornwall Council.
Cllr Griffin reported that horses are using footpath 26.
- b) Highways.
Complaint received regarding parking on Trelavour Road.
Cllr Kelsey reported the bus stop opposite the bus shelter on Hendra Road needs to be cleared. It was re-iterated that ownership of this piece of land is unknown, and it has been reported to Cornwall Council.
A hole in the pavement on Trelavour Road was reported to Cornwall Council.

26/25 Grant Requests

None
End of grant report received from

27/25 Correspondence received.

Police & Crime Commissioners Weekly column 04/03/25.
Police & Crime Commissioners weekly column 10/03/25.
Affordable Housing Newsletter – March edition.
Police & Crime Commissioners weekly column 17/03/25
Press release on the handling of complaints by Devon & Cornwall Police.
Police & Crime Commissioners weekly column 24/03/25.
Notification of staff changes at CALC.

28/25 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.

29/25 Confidential items –

Staffing Committee Meeting recommendations to adopt – Clerks appraisal date approved, purchase of a handheld pressure washer approved, Vacancy reviewed, and contract hours raised, budgeted pay rises awarded, carrying forward of holiday approved, phased return completed.

It was **Resolved** proposed and seconded to adopt the recommendations of the Staffing Committee.

Meeting closed 8.10 pm.

Signed:

DRAFT