

St Dennis Parish Council
Minutes of the Ordinary Council Meeting held at ClayTAWC on Tuesday
5th November 2024 at 7.00 pm.

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

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

In Attendance: Clerk Lynn Clarke, Cornwall Council Dick Cole (CC Cole) and 1 member of the public.

236/24 Apologies.

None.

237/24 Declarations of Interest.

Cllr Kelsey declared an interest in item 33 on the agenda as the applicant for the grant and was advised to leave the room.

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.

238/24 Public Participation (to include Cornwall Councillors Report).

a) Public Participation:

A member of the public raised concerns about parking along Trelavour Road, specifically the lack of passing places, which poses a risk of accidents. CC Cole noted that these issues have been documented, and he is working with the Parish Council to address traffic concerns throughout the village. CC Cole explained that now the new 20 mph scheme has been implemented, Cornwall Council will monitor the situation. If problems persist, further traffic calming measures may be considered. It was noted that the traffic calming scheme on Hendra Road has helped alleviate parking issues in that area, but additional work is needed in other parts of the village. A suggestion to create a dedicated parking area was proposed, and Cllr Griffin will present this idea to the Arundel Trust at their next meeting.

Concerns were also raised regarding the placement of poppies in the village before Halloween. Councillors were informed that an inappropriate effigy had been placed on the corner by the school, with poppies displayed below it. The timing of the poppy displays was attributed to maintenance staff availability, and this will be reconsidered for next year.

An inquiry was made about the progress of the dog waste bag scheme, noting that no recent updates have been provided. The Clerk responded that Brannel School is being followed up regarding their offer, made several months ago, to produce the bag holders. Cllr Kelsey reported a complaint about faded road markings throughout the village. CC Cole informed the Council that he has been in contact with the Highways Department regarding this issue, but some planned schemes have been postponed due to financial

constraints. However, CC Cole advised that the resurfacing of Trelavour Road and Carne Hill is scheduled to be undertaken next year.

b) Cornwall Cllr: (CC Cole)

A copy of CC Cole's report can be found [here](#).

CC Cole informed that in addition to his report an announcement has been made on the Share Prosperity Fund has been extended for 1 year, if this is provided under the same criteria there could be a potential £49,000,000 to be awarded to Cornwall although in reality this figure is likely to be a lot less.

239/24 To adopt the minutes of the [Ordinary Meeting](#) of the Parish Council held on the 1st October 2024 and the [Extraordinary Meeting](#) held on the 3rd October 2024 (emailed). Resolved - To adopt the minutes. Cllr Hawkins abstained, all others present in favour.

240/24 To note the Minutes of the following meetings and Full Council to adopt the recommendations therein.

Staffing Committee Meeting – Discussed under confidential.

241/24 Matters Arising – Information only.

- The Remembrance Parade – signage has been collected and the risk assessment is in place.
- Remembrance Day Wreaths have been delivered.
- The additional silk poppies have been sourced as agreed.
- The Code of Conduct Training has been booked.
- The grants approved have been paid.

242/24 To agree the [delegated decisions](#) made in the past month.

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

243/24 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 - 05078989	£ 18.00	Payroll software - October
DD	Sage	UK - 05197851	£ 18.00	Payroll software - November
DD	Barclays Bank	13/09-13/10/24	£ 8.50	Bank Charges
DD	Unity Trust		£ 18.00	Quarterly Service Charges
DD	Giff Gaff	1729034562031	£ 10.00	Monthly Package
DD	Nest Pension		£ 83.27	Pension Contributions
DD	Suez	33411644	£ 85.04	Waste Collection - September
DD	Suez	33435598	£ 77.04	Waste Collection - October
DD	Source for Business	5087 3419 30	£ 86.48	Public Toilets Water
DD	YU Energy	2102102	£ 131.76	Electric Public Toilets
DD	YU Energy	2118919	£ 25.67	Electric Cemetery
DD	Coast to Coast Communications	29688	£ 8.90	Office

DD	Information Commissioners Office		£	40.00	Data Protection registration fee
BACS	HMRC		£	1,109.77	Tax & NI
BACS	Staff costs		£	5,982.13	Staff Costs
BACS	Microsoft	E0300U031Y	£	-	Online Services
BACS	Piran Technologies Ltd	55394	£	12.98	Monthly Service Check & Backup
BACS	Central Cleaning	2378	£	364.00	Cleaning Public Toilet - October
BACS	Glasdon	SI896323	£	73.73	Replacement Metal Bin Liner
BACS	Banner Business Solutions	SINV04128095	£	14.59	Black Refuse Sacks
BACS	Cormac	CINV-095940	£	612.00	Traffic Management Training
BACS	Queens Garage	743	£	6.90	Petrol for strimmer
card	Screwfix	A19502124500	£	42.99	Work boots
card	Amazon	121335251	£	99.75	Memorial Poppies
	Total		£	8,893.50	

Playing Field

CHQ No:	Name	Invoice Number	Cost	Reason
DP	Barclays Bank	13/09-13/10	£ 8.50	Bank Charges
DD	Yu Energy	2113225	£ 16.73	Electric playing field
BACS	Nigel Dyer		£ 145.56	Playing Field Gate Repair
	Total		£ 170.79	

Education Bursary Fund

CHQ No:	Name	Invoice Number	Cost	Reason
DP	Barclays Bank	13/09-13/10	8.00	Bank Charges
BACS	Applicant 12		275.00	
BACS	Applicant 15		849.00	
	Total		1,132.00	

Total October 2024 10,196.29

All invoices listed have been certified and verified by the RFO: L Clarke Date: 05/11/24

- b) To approve the bank balances as of [31st August 2024](#) and the [30th September 2024](#).
- c) To approve the withdrawal of £82.99 to top up the petty cash float.
It was **Resolved** to approve the transfer of funds to the petty cash. All present in favour.
- d) To approve the top up of the delegated maintenance equipment budget.
The Clerk informed that due to time constraints the exact figure is unavailable but the fund is low.
It was **Resolved** to approve the top up back to £500, the total amount to be notified to Cllrs by email. All present in favour.

244/24 Clerks Report:

Not Provided for November.

245/24 To receive an update on the Remembrance Parade Road Closure.

Members were informed that the volunteers had been contacted for marshalling and the road signs had been collected ready to place out on Sunday. All volunteers to meet at the Working Men's Club car park at 9.30 am. Cllr Edmunds informed that next year it would be advisable to increase the radio hire to 9 radios.

246/24 To receive an update on the Parish Council entry into the Festival of Christmas Trees.

Cllr Griffin advised that the preparations are in hand. The theme this year is how the Parish Council works for you.

247/24 To consider replacing the bench at Trelavour Prazey by the bus stop and to approve a memorial plaque being placed on the bench.

Cllrs were advised that a member or the public has offered to purchase a bench to replace the wooden bench at Trelavour Prazey with a maintenance free bench recommended by the Parish Council. This would be in memory of their son they would like to place a memorial plaque on the bench.

It was **Resolved** to accept this offer and to approve the placement of a plaque. All present in favour.

248/24 To consider the costs relating to the remote monitoring of the CCTV Systems.

It was **Resolved** to approve the costs of the 4G routers and external aerial in principle. Costs to be sought for a data sim and to be agreed via email. Purchasing to be delegated to the Clerk once full approval has been confirmed. All present in favour.

249/24 To discuss and agree a Parish Council tree planting event.

The Clerk advised that Cllr Kelsey and the WI have too many trees and would like to donate the surplus to the Parish Council. Trees still need to be replaced in the lower section behind the playing field fence and it may be appropriate for Cllrs to each plant a tree.

It was **Resolved** to approve the suggestion of a tree planting event. Dates to be agreed via email. All present in favour.

250/24 To discuss the option of the Parish Council taking over the management of the Hall Road Play Area.

CC Cole advised that Cornwall Council were open to negotiations with the Parish Council regarding the Play area in Hall Road, which is showing signs of neglect. It was raised that the site in Hendra Heights is also in need of proper maintenance regime and Ocean Housing could be approached regarding this site as well.

It was **Agreed** to investigate the options for taking over ownership and management for both sites, and to review the open spaces budget for next year to accommodate the potential additional maintenance costs. All present in favour.

251/24 To be notified of updates to the Parish Council website.

The Clerk advised that the Website host will be undertaking a review of the website to ensure it is compliant with the WCGA 2.2 regulations. Any work required to ensure the site is compliant will be undertaken free of charge.

252/24 To receive an update on the 2024 Christmas Tree Project and to agree any costs and actions required.

A report for this item was circulated prior to the meeting a copy of this can be found [here](#).

Updates from the report were provided as follows:

- Tree delivery and erection have been organised.
- Costs of cable ties approved.
- The banners are ready to be ordered.
- Posters resident letters and letters for the school have been drafted.
- The road closure has been submitted.
- Radio hire costs to be agreed via email.
- Barrier control to be sought. If purchase is required costs to be notified to Cllrs.

Cllrs were advised that catering provision has been offered by the Pitch. They would provide our mince pies and hot chocolate free of charge. In addition to this they would provide refreshments that can be purchased at the event. Those present agreed to the proposals for the catering.

It was **Resolved** to approve the costs of the advance road closure signage from Wisdom Signs at a cost of £190 + VAT and to delegate additional spending for the event to the Clerk providing the agreed event budget is adhered to. A report on spending to be circulated to Cllrs and put forward for retrospective agreement at next month's meeting. All present in favour.

253/24 To receive and update on the welcome signage and to agree actions required.

CC Cole advised that a meeting has been arranged with Cormac to review the proposed sites for the entrance signs prior to costs being sought for the project.

It was agreed that the Parish Council logo, and the Cornish phrasing should be included within the signage.

254/24 To discuss a one-way system for the village.

Deferred.

255/24 To receive an update on the sale of land at Hendra Prazey.

The Clerk provided the sale documents to the Council for signing. These were duly signed by Cllr Clarke and Cllr Burnett in the presence of the Clerk. It was agreed that a decision for the use of the ringfenced funds would be put on the agenda for next month.

256/24 To receive an update on the purchase of the land at Dunstan Close.

Deferred.

257/24 To approve the cost of training for Cllrs and staff.

It was **Resolved** to approve £155 + VAT for Memorial Inspection Training. All present in favour.

258/24 Update on the Emergency Plan

Cllr Edmunds advised that the working party were still awaiting responses to the questionnaires.

259/24 Update on the Neighbourhood Plan and to approve any associated costs and how these will be funded.

CC Cole advised that proposed changes within the new Government are to increase the recommendations for housing provision and a 5 year supply of land must be provided to meet with the proposed changes. CC Cole informed that it would be advisable to review the plan to accommodate possible changes within the new housing allocation to ensure that the Neighbourhood Plan would be robust for the future.

Potential development areas were discussed and it was agreed that the Gothers Road to Clears area should not be included as an area for future development. All present in favour of the proposed amendments to the plan.

260/24 Reports from Outside Bodies

Cllr Clarke and Cllr Kelsey attended the service for the licensing of our new priest.

Cllr Clarke and Cllr Kesley attended the Cornish Lithium open day event.

Cllr Clarke, Cllr A Griffin, Cllr J Griffin, and Cllr James attended the Statkraft Community engagement event for the proposed solar farm at Trerice.

261/24 To agree the dates for the closure of the office over Christmas.

It was **Resolved** for the last day of office opening to be the 23rd December and to re-open the office on the 6th January. All present in favour.

262/24 To note the reduction in interest rates on Barclays Business Accounts.

It was noted that the rates would reduce from 1.50% to 1.40% on the 19th December.

263/24 To agree the opening of the second public toilet and to agree its approved use.

It was **Resolved** to re-open the newly refurbished public toilet as an additional unisex toilet. All present in favour,

264/24 To agree the additional costs for the cleaning of the public toilets.

It was **Resolved** to approve the increase in the daily rate from £13 to £16 per day. All present in favour.

265/24 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

266/24 Highways and Footpaths Matters

a) Footpaths.

Complaint received from a member of the public regarding the uneven surface of footpath 20 and the suggestion of a hand rail being installed for the descent onto the road.

Cllr A Griffin advised on issues with a fallen tree and lack of signage on footpath 4. These matters have previously been reported to Cornwall Council. Responses to these matters are usually a lack of budget provision. Members were also made aware that some of these matters are the responsibility of the land owner to address. It was agreed to agenda the matters raised regarding signage and handrails for the next meeting. All present in favour.

b) Highways.

Email received from a member of the public regarding the damaged bridge at the bottom of Stamps Hill. The member of the public highlighted that this has been the second recent accident in this location and asked if traffic lights have been considered.

Email received regarding Parking in Trelavour Square. The resident asked if it would be possible to obtain additional land for parking behind the Commercial Inn. Members agreed that this would not be a suitable solution for this problem.

Cllr Kelsey left the room.

267/24 Grant Requests

A grant application from St Dennis Art Group has been received. On hearing the name on the application Cllr A Griffin, Cllr James and CC Cole declared an interest and left the room.

The application was read out to those remaining the application being for £1032 towards the running costs for the group.

The Clerk informed that to date £2534 has been used within the grant budget of £4500. Those present agreed that further information was required before a decision could be made. It was agreed that the Art Group needed demonstrate ways that they could be more self-sustaining in the future as their current membership fees would not cover the costs for running the group.

It was **Resolved** to request further information and to make a decision via email once the information has been received. Those present in favour.

Cllr Kelsey, Cllr A Griffin, Cllr James and CC Cole were invited to re-join the meeting.

268/24 Correspondence received.

Police & Crime Commissioner Weekly Column - noted.

Opening Invitation – Cornish Lithium – Representatives attended.

Invitation to Licensing of Our New Priest – Representatives attended.

Invitation to online Cornwall Council Budget Update Briefing – noted.

Thank you card from St Denys Craft Club – noted.

Charity Commission September News Letter – noted.

Cornish Lithium Community Liaison Group meeting Report – noted.

Invitation to attend the CALC AGM – noted.

Visit Cornwall – Announcement of their new Chair - noted.
Police & Crime Commissioners Weekly Column - noted.

269/24 Items for the next agenda.

To agree the use of the funds received from the sale of the land at Hendra Prazey

Footpath signage and enhancements.

Taking over ownership of additional play areas.

It was **Resolved** to accept the recommendations of the staffing Committee. 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.

270/24 Confidential items –

[Staffing Committee Meeting](#) - Strimming Training costs ratified, employment decisions ratified, new employees progress reviewed, phased return to work plan approved, salaries reviewed for budgeting, additional learning hub licenses approved, Terms of Reference amended, complaint reviewed and decided on.

Meeting closed 9.15 pm.

Signed: