

Delabole Parish Council

Clerks report and Correspondence received April 1st 2021 – May 11th 2021

ITEM	Decision required	Action to be taken
1- Member of public has enquired as to who maintains the slate path running along Vell lane.	No	Email sent with details how to report a footpath which is not maintained.
2 – A resident enquired about reserved plot at the cemetery.	No	None
3 – Query received for member of the public regarding planning matter in the parish.	No	Clerk emailed information on how to report planning enforcement report to Cornwall planning.
4 – Member of the public reported damage to two benches within the King George V play fields.	Yes	Upon inspection wood on both benches requires replacing. Authorised by Cllr Dominic Fairman to instruct maintenance to obtain materials and fix.
5 – Member of the public reported gate at entrance to park damaged.	Yes	Upon inspection hinge not functioning correctly and catch has been removed. Authorised by Cllr Dominic Fairman to instruct maintenance to obtain materials and fix.
6 – Toilet block and water flowing into play school during heavy rain.	No	Visited playschool in the rain to witness leak. Appears as down pipe could be blocked. Clerk is obtaining quotes for investigation.
7- Contacted regarding placement of planters around village /Wild flower section on King George V park	Yes	Added to agenda for next ordinary meeting.
8 – Request from Growing Concern (current contractor for grass cutting) to resolve if they should carry out the ground maintenance for	Yes	Added to agenda for next ordinary meeting.

the gardens surrounding the war memorial.		
9 – Community interest company requested permission to run a 3 science event on the King George V playing field.	Yes	Delayed the event until new council is in place. Recommended that all plans are in place including risk assessments and insurances then present to council for consideration in the future.
10 – Website Update Domain has been registered and details of new councillors have been sent to enable the creation of email addresses. Problem with registration causing delay.	No	No
11 – Play park Maintenance Upon inspection there is damage visible to the steps one of the pieces of play equipment in the park.	Yes	Risk assessment carried out. Contact made to several companies to obtain quotes for repair. Add to agenda for next ordinary meeting. Met a mobile welder who is quoting for repair to slide steps and roundabout. Company completed short inspection on whole side flagged up other issues with equipment requiring maintenance. Add to next agenda meeting. Clerk to continue to research quotes for repair or replacement.
12 – Asset Register	Yes	Add to agenda for next

<p>Details of current assets obtained through local knowledge. Draft Asset register compiled and best estimates of value for insurance purposes. Enquires sent to local surveyor companies to quote for valuations of the councils assets.</p>		<p>ordinary meeting for discussion once a more finalised asset register is completed.</p> <p>Seek further details for St. Teath parish council.</p>
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Holly Hutchins
Delabole Parish Council Clerk

11/05/2021