

Delabole Parish Council

Parish Clerk: **Holly Hutchins**

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Ordinary Meeting of the Council meeting – 13th July 2021 7pm

Location: St Johns Church, High Street, Delabole

TO MEMBERS OF THE COUNCIL: R. Chapman(Chairman), H. Ferguson,(Vice Chairman), K.Cann, J Chapman, C. Keat, N Hatch. A Pooley, E. Reynolds, A, Stacey

Dear Members,

I hereby give you notice that the Ordinary meeting of the Delabole Parish council be held on **Tuesday 13th July 2021 at Saint John the Evangelist Church, 76 High street, Delabole at 7.00pm.**

All Members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business about to be transacted at the meeting as set out hereunder.

Yours sincerely,



Holly Hutchins, Parish Clerk.

Press and Public are invited to attend. Meetings are held in public and could be filmed or recorded by broadcasters, the media or members of the public.

AGENDA

- 21/078 Councillors present**
To **note** councillors present.
- 21/079 Apologies for absence**
To **receive** apologies for absence with reasons.
- 21/080 Declaration of Interests**
a. To declare any personal interests in items on the agenda and their nature.
b. To declare any prejudicial interests in items on the agenda and their nature (Councillors with prejudicial interests must leave the room for the relevant items)
c. To declare any gifts received for the value of £50 or more.
- 21/081 To receive and approve minutes of last meeting**
Councillors to **receive** and **approve** minutes from Extra-ordinary meeting 15th June 2021 . Chairman to initial each page and sign once approved.
- 21/082 County Councillor report - Cllr D Fairman**
To **note** any updates from Cllr D Fairman – County Councillor
- 21/083 Clerks report**
To **note** information from the Clerk on actions since the last meeting.
- 21/084 Public Participation (15 minutes allowed for this)**
To **note** parishioners views shared and questions posed to the Parish Council on issues on this agenda as well as items for future consideration at the discretion of the Chairman.
- 21/085 Consideration of planning applications**

- a.PA21/05455 [Single storey rear extension](#).
b. Any late applications to be discussed here.

- 21/086 Play Park**
To **note** feedback from inspections and to identify any work required.
- 21/087 Footpaths**
To **note** any work outstanding / required.
- 21/088 Zebra crossing request from member of the public**
To **discuss** a request received from member of the public regarding the addition of a zebra crossing located near the village petrol station.
Recommendations: Clerk has made initial contact with highways regarding the proposal and the response has been shared with councillors.
- 21/089 Slate Close roundabout**
To **note** the response from highways regarding planting on the Slate Close roundabout and to **resolve** upon next steps.
- 21/090 Defibrillator**
To **resolve** upon the person or persons responsible for checking the defibrillator on a weekly basis. To **discuss** maintenance options for the defibrillator and **resolve** upon the best method.
Recommendations: Councillors to consider cost as well as safety in their decisions. Power to spend **Public Health Act 1936, s234**.
- 21/091 Litter picking/Wombles**
To **note** whether or not volunteers have been given a safety briefing and signed to say they have. To **resolve** upon the location of the Wombles bin and financing the cost of providing the facility.
Recommendations: Councillors to consider adopting the costs for providing a bin for the community litter pickers and from what date.(Wombles) **Litter Act 1983 (section 4-5)**.
- 21/092 Vandalism**
To **discuss** recent vandalism in the village including at the Sports Pavilion and public toilets.
- 21/093 Dog Fouling**
To **discuss** dog fouling in the village and to **resolve** upon initiatives to act as a deterrent.
- 21/094 Queens Jubilee Celebrations**
To **discuss** plans for Queens Jubilee Celebrations in the village for 2022 (2ND – 4TH June 2022).
- 21/095 Bank mandate**
To **note** the bank signatories have been updated to include Cllr R Chapman and Cllr H Ferguson. To **resolve** upon the removal of Cllr D Fairman and Ex- Cllr R Lyle.
- 21/096 Planting of Trees in King George V park**
To **resolve** upon where to plant the trees acquired from St. Teath Parish council and to **discuss** making an application for a Landmark tree.
Recommendations: Clerk has been in touch with Fields in Trust and they have expressed that permission is not required to plant trees in or around the King George V field. Application form shared with councillors for consideration.
- 21/097 Wildflower area in park**
To **discuss** plans for a wildflower areas in the park. To **note** feedback from public views on this initiative.

Recommendations: Location to be finalised and plans to be drawn up to ensure that the area reaches its full potential. Cornwall Council guide circulated to councillors.

- 21/098** **Slate Plaque**
To **note** the donation of a commemorative plaque to Delabole Parish Council to commemorate its formation. To **resolve** upon the location and method for fixing it to the wall by the clock tower in the village.
- 21/099** **Donation to St. Johns Church re maintenance to closed church yard**
To **resolve** upon the request for a donation towards the up-keep of the closed churchyard at St. Johns Church, Delabole.
Recommendations: Clerk has sought advice from CALC regarding power of spending for this item this has been shared with councillors prior to the meeting.
- 21/100** **To report on documents received from St. Teath Parish Council**
To **note** the documents and records received from St. Teath Parish Council from hand over meeting on 1st June and since there after to this date.
- 21/101** **Motion to rescind changes to Cemetery fees Meeting 15/06/2021**
In light of new information and three written requests from Cllr R. Chapman, Cllr N Hatch and Cllr A Pooley. To **resolve** to rescind previous changes to cemetery fees at the last meeting.
- 21/102** **Cemetery fees**
To **resolve** to instate the proposed cemetery fees in line with a 20% increase from previous charges effective from 14th July 2021 and to review cemetery charges annually.
- 21/103** **Toilet sanitary bins**
To **resolve** to replace broken sanitary bins in the ladies' cubicles in the public toilets. At a cost of approximately £38 inc VAT each.
- 21/104** **Community Network Panel meeting**
To **receive** feedback from Cllr R Chapman who attended the community Network meeting on 29th June 2021.
- 21/105** **License of land at Water Lane**
To **discuss** the license request regarding the land at Water Lane. To **resolve** upon accepting the terms outlined in the contract.
- 21/106** **Maintenance to Delabole slate signs**
To **resolve** upon reimbursing the member of the public for paint used for refreshing the Delabole Slate signs at both ends of the village.
- 21/107** **Clock Unmetered Supply**
To **resolve** to agree the contract for the unmetered supply of the Millennium clock.
- 21/108** **Policies**
To **resolve** by adopting the draft policies, as listed below:
- Financial Risk Management Policy
 - Grants Policy and application form

To **note** the income received:

Name	Budget line	Payment method	Value
NIL	-	-	-

To **consider & authorise** the below payments:

Name	Budget line	Payment method	Value	VAT
Staff wages	June Staff wages	Cheque	£1,013.57	
HMRC (June)	May NI and tax	Cheque	£111.80	
Cornwall Pensions (Back dated to 6 th April)	Pension contributions	Cheque	£486.78	
Clerk (bin bags)	Maintenance, utilities & supplies	Cheque	£21.98	£3.66
Clerk – postage stamps	Office	Cheque	£9.12	
Clerk – Printer Ink	Office	Cheque	£27.54	£4.59
Growing Concern (June Invoice)	Grass cutting	BACS	£1,800.00	£300.00
Cornwall Cleaning Supplies (Bleach)	Cleaning	Cheque	£37.67	£6.28
L J Osbourne – unblock toilet drains	Maintenance, utilities & supplies	Cheque	£60.00	
L J Osbourne – unblock toilet drains/repair broken toilet handles	Maintenance, utilities & supplies	Cheque	£120.00	
British Gas (Public Toilet electricity)	Maintenance, utilities & supplies	BACS	£75.05	£5.71
Source (Toilet water supply)	Maintenance, utilities & supplies	Cheque	£17.51	
Source (public toilet Water supply)	Maintenance, utilities & supplies	DD	£75.51	
Suez (Bin at cemetery)	commercial waste/dog bin	DD	£100.96	£16.83
Room hire 15/06/2021 Delabole Methodist church	Hall Hire	Cheque	£15.00	
ICCM Cemetery Compliance training	Training	BACS	£162.00	£27.00
ICCM Corporate	Membership/Subs	BACS.	£72.00	

Membership				
Code of Conduct training (Vat only)	Training	Cheque		£10.00
Paint for Delabole sign	General Maintenance	Cheque	£9.70	
Three mobile phone contact (Clerk)	Telephone and internet	DD	£11.29	£1.88
Memory sticks x 2 (Clerk)	Office	Cheque	£9.98	£1.66

To **discuss** and **approve** reconciliation payments to St. Teath Parish Council:

Name	Payment method	Value	VAT
Suez (bin at cemetery) payment for April and May	cheque	£201.92	
Source (Toilet waste supply) – reimburse direct debit paid	Cheque	£26.52	
Cornwall cleaning supplies – Invoice dated 31 st March	Cheque	£64.61	

21/110 Quarterly Budget report

To **receive** the quarterly budget report from the clerk.

21/111 Exclusion of Press & Public (Public Bodies Admission to Meetings Act 1960)

To **resolve** to exclude the public and press from the following agenda items.

21/112 Agenda items for next meeting

To **resolve** by raising items to be added for discussion at next meeting.

- Change of Name from St. Teath Parish Council to Delabole Parish Council
- Skate park
- Council Action plan
- Contracts

21/113 Close the meeting