

Delabole Parish Council

Parish Clerk: **Holly Hutchins**

07869725450

clerk@delaboleparishcouncil.gov.uk

www.delaboleparishcouncil.gov.uk

Ordinary Meeting of the Council meeting – 14th September 2021 7pm

Location: St Johns Church, 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 14th September St.Johns Church, 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

- 21/146 Councillors present**
To **note** councillors present.
- 21/147 Apologies for absence**
To **receive** apologies for absence with reasons.
- 21/148 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.
- 21/149 To receive and approve minutes of last meeting**
Councillors to **receive** and **approve** minutes from ordinary meeting 10th August 2021 . Chairman to initial each page and sign once approved.
- 21/150 County Councillor report - Cllr D Fairman**
To **note** any updates from Cllr D Fairman – County Councillor.
- 21/151 Clerks report**
To **note** information from the Clerk on actions since the last meeting.
- 21/152 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.

- 21/153 Consideration of planning applications**
 a. [PA21/07080](#) Proposed Live/Work unit | Land South Of Moorland View Westdowns Delabole Cornwall PL33 9DY
 b. [PA21/06824](#) Construction of ground floor extension, 14 Penmead Road Delabole PL33 9AP
 c. To consider any other consultations received since publication of the agenda.
- 21/154 Skate Park**
 To **discuss** the proposal for a skate park in the King George V playing Field. To **resolve** upon supporting the project by approving the application for planning permission to be made in the name of Delabole Parish Council.
- 21/155 CCTV**
 To **discuss** the proposal for CCTV at the Sports Pavilion.
- 21/156 Play Park**
 To **note** feedback from inspections and to identify any work required.
- 21/157 Footpaths**
 To **note** any work outstanding / required.
- 21/158 Path damage in King George V Playing Fields**
 To **discuss** damage to the footpath in King George V Playing Field and **resolve** upon its repair. Quotes obtained for repair to path and entrance to King George V playing Field:
 COMPANY A £1320.00 + VAT
 COMPANY B £4612.00 + VAT
 COMPANY C £3169.16 + VAT
- 21/159 Change of name from St. Teath Parish Council to Delabole Parish Council**
 To **discuss** progress on updating name changes as a result in the governance review and including title deeds, contracts and signage around the parish. To **resolve** upon any further action to be taken.
- 21/160 20 mph zone priority for Camelford Network Area**
 To **consider** potential 20mph scheme in Delabole. To **resolve** upon submitting report for discussion at Network Panel meeting.
- 21/161 Community Network Meeting**
 To **note** the next Community Network Meeting 28th September. To **resolve** upon a member to attend.
- 21/162 Neighbourhood/Local Plan**
 To **discuss** the provision of a neighbourhood plan and if required propose dates to arrange a meeting with Community Link Officer regarding information about the procedures involved.
- 21/163 Public Consultation**
 To **consider** methods of public consultation on current topics and **resolve** upon if and when any should take place.
- 21/164 Response to Cllr Barry Jordan in email received 19/07/2021.**
 To **discuss** email sent by to Cllr Barry Jordan for questions posed regarding Cornwall Council.
- 21/165 Clock Service**
 To **resolve** upon arranging the clock to be serviced at a cost of £194.00 + VAT from company who supplied parts.

- 21/166 Ash Dieback**
To **resolve** upon action to be taken relating to the reports of ash die back on trees within the parish.
- 21/167 Communication methods**
To **resolve** upon the use of social media as a method of communication for the council.
- 21/168 Dog bin provision**
To **discuss** the provision of dog waste bins within the parish. To **resolve** upon an additional bin being installed at Westdowns in response to a request from member of the public at a cost of approximately £136+VAT per year.
- 21/169 St. Teath Parish Council shared waste facility**
To **resolve** upon request from St. Teath Parish Council to share waste removal services located at the Cemetery, Vell lane.
- 21/170 Public Toilet water leak**
To **resolve** upon action to fix the water leak reported at the public toilet block regarding rain water passing on the playschool property.
- 21/171 Policies/Documents**
To **resolve to adopt the following policies/documents:**
- Communication policy
 - Revised Code of Conduct for Members and Co-opted Members of Local Councils
- 21/172 Internal Auditor**
To **resolve** to appoint an internal auditor for the year 2021/2022 including a recommended additional interim audit in December. Proposed cost of £200 plus travel expenses of 45p per mile.
- 21/173 Memorial request**
To **accept** payment for and **approve** application for memorial plaque for Cremation plot Y19.
- 21/174 Grass Cutting, Weed Spraying and footpath Tenders**
To resolve upon two councillors to witness the opening of tenders submitted for the advertised contracts for Grass cutting, Weed Spraying and footpaths and also to review tenders received to form recommendations for consideration at next council meeting.
- 21/175 Finance**

Bank Balance 7/09/2021: £134745.90
Reconciled Balance 7/09/2021: £134745.90

b. To **note** the income received, Two councillors to sign each remittance advice on behalf of the council as accepted:

Name	Budget line	Payment method	Value
Memorial application fee	Burials	Cheque	£73.40
Cremation plots and burial fees	Burials	Cheque	£358.00
Precept (2 nd Payment)		BACS	£20 5000
Total			£20931.00

- c. To **note & authorise** the below payments, Two councillors to sign each invoice on behalf of the council as authorised and noted where direct debits and other payments have been pre approved:

<u>Payment Method</u>	<u>Budget Line</u>	<u>Name</u>	<u>Total</u>	<u>Vat</u>
BACS	Maintenance, utilities & supplies	Metrorod drain clearing charge	£78.00	£13.00
BACS	Maintenance, utilities & supplies	3 X Sanitary bins (Clerk)	£106.80	
BACS	LGA s137	Atlantic Signs	£144.00	£24.00
BACS	Maintenance, utilities & supplies	Cornwall Supplies Company	£37.67	£6.28
BACS	Bus Shelter	Paint for Bus shelter	£30.00	
BACS	Maintenance	Graffiti removal materials	£13.50	£2.25
BACS	Training	Chairman Training CALC	£24.00	£4.00
BACS	Pension (August)	Cornwall Pension fund	£162.26	
BACS	Staff wages	Staff Wages	£1,072.32	
BACS	Staff wages	HMRC PAYE tax	£126.80	
Cheque No.	Grants	Delabole Primary School – School crossing patrol grant	£1,500.00	
Cheque No.	Grants/ s1.37	Community cooking project grant	£640.00	
DD	commercial waste/dog bin	Suez Payment (August)	£105.71	£17.62
DD	Maintenance, utilities & supplies	Source4b Vell lane water	£29.50	
DD	Maintenance, utilities & supplies	Source4b Toilets water	£58.00	
DD	Maintenance, utilities & supplies	British Gas Electric- Toilets	£85.80	£4.08
DD	telephone/internet	Three mobile	£5.89	£0.98
DD	Maintenance, utilities & supplies	EDF Millennium Clock	£9.10	£0.43
BACS	Grass Cutting/Gate Hindges	Growing Concern- August Invoice	£2,111.33	£351.89
DD	Washroom Hygenine services	Initial	£52.65	£10.53
BACS	Ink Cartridges	Clerk	£32.98	£5.50
Cheque No.	Hall Hire	Methodist Chapel Hire (10th August meeting)	£15.00	
BACs	Parking	Cornwall Council – Parking attendant (August)	£108.90	
DD	Maintenance, utilities & supplies	Initial Washroom Hygiene	£63.18	£10.53
			£6,345.41	£427.56

- d. To **clarify** and **note** charges by direct debit to EDF for Millennium clock since contract has been accepted.

Payments taken from bank date:

•	1 st Apr - 20 th Apr 21	11/08/2021	£8.77
•	21 st Apr - 21 st May 21	11/08/2021	£13.55
•	22 nd May - 20 th June 21	11/08/2021	£13.09
•	21 st June - 21 st July 21	11/08/2021	£17.76
•	21 st June - 21 st July 21	credit note on account	£-13.55
•	21 st July – 21 July 21	11/08/2021	£48.96 (amount included in last payment schedule)
•	21 st June - 21 st July 21	Credit note on account	£-13.55
•	21 st June - 31 st July	17/08/2021	£17.76
•	01 st August - 21 st August	06/09/2021	£9.10

21/176

Biffa direct Debit

To **resolve** upon payment by direct debit to Biffa for emptying of additional dog waste bin.

21/177

Agenda items for next meeting

To discuss items to be added to future agendas:

Full council meeting:

Finance, strategy and staffing council meeting:

- Council Action plan
- Reserves Policy
- Budget review
- Savings accounts

21/178

Close the meeting