

Delabole Parish Council

Parish Clerk: **Holly Hutchins**

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Ordinary Meeting of the Council meeting – 12th October 2021 7pm

Location: Methodist Chapel, 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 12th October Methodist Chapel, 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

- 21/187 Councillors present**
To **note** councillors present.
- 21/188 Apologies for absence**
To **receive** apologies for absence with reasons.
- 21/189 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.
- 21/190 To receive and approve minutes of last meeting**
Councillors to **receive** and **approve** minutes from Extra ordinary meeting 21st September 2021 . Chairman to initial each page and sign once approved.
- 21/191 Finance, Strategy and Staffing meeting Minutes**
To **note** the minutes from the Finance, Strategy and Staffing meeting which took place on Tuesday 21st September.
- 21/192 County Councillor report - Cllr D Fairman**
To **note** any updates from Cllr D Fairman – County Councillor.
- 21/193 Clerks report**
To **note** information from the Clerk on actions since the last meeting.
- 21/194 Public Participation (15 minutes allowed for this)**
To **note** parishioners views shared and questions posed to the Parish Council on issues on this agenda.

- 21/195** **Consideration of planning applications**
a. . To consider any other consultations received since publication of the agenda.
- 21/196** **Skate Park Grant request**
To **resolve** upon request for a grant towards Delabole Skate park project.
- 21/197** **Wild Flower Area**
To **discuss** plans for wildflower area in King George V Playing field.
- 21/198** **Play Park**
To **note** feedback from inspections and to identify any work required.
- 21/199** **Footpaths**
To **note** any work outstanding / required.
- 21/200** **Signage in Bus shelter**
To **resolve** upon installing an anti littering signage in the bus shelter nr public toilets in response to a request from member of the public.
- 21/201** **Community Policing**
To **consider** researching community policing in Delabole in response to a request from member of the public.
- 21/202** **Remembrance day**
To **resolve** upon the purchase of a wreath for remembrance day and who will represent the Council at Remembrance Service.
- 21/203** **Rendle Street car park**
To **discuss** Rendle Street car park.
- 21/204** **Public toilets**
To **discuss** options for reducing the cost of running the public toilets in the village.
- 21/205** **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.
- 21/206** **Climate and Ecological Emergency**
To **consider** lobbying MP Scott Mann in support of the CEE bill.
- 21/207** **Community Network Meeting**
To **feedback** from the Community Network Meeting 28th September.
- 21/208** **Funding for 20mph Zone Scheme**
To **discuss** funding for 20mph zone Scheme.
- 21/209** **20mph Scheme**
To **resolve** to nominate two members to represent the council at 20mph focus group.
- 21/210** **Neighbourhood Plan**
To **note** the date of an online information meeting with Community Link Officer of 14th October 2021 7pm.
- 21/211** **Response to Cllr Barry Jordan in email received 19/07/2021.**
To **discuss** the response to be sent to to Cllr Barry Jordan for questions posed regarding Cornwall Council.

- 21/212 Clock Service**
To **resolve** upon arranging the clock to be serviced.
COMPANY A £194.00 + VAT
COMPANY B £ 185.00 + VAT
- 21/213 Ash Dieback**
To **discuss** upon action to be taken relating to the reports of ash die back on trees within the king George V Playing Fields.
- 21/214 Water Leak at Public Toilets**
To **discuss** further action to be taken as a result of work carried out to clear blockage in the rain water pipe at Public Toilets.
- 21/215 Remote Access to meetings**
To **discuss** the provision for members of the public to attend meetings remotely.
- 21/216 Budget review**
To **discuss** the councils spending to date for the year 2021/2022 to inform budget planning for next year.
- 21/217 Reserves Policy**
To **resolve** to adopt a reserves policy as recommended by Finance, Strategy and Staffing Committee.
- 21/218 Savings Account**
To **resolve** to open a savings account for reserves.
- 21/219 Finance**
a. To **note** the balances of accounts as accurate for 3/08/2021. Two councillors to sign the bank reconciliation statement on behalf of the council as noted.

Bank Balance 5/10/2021:	£ 130 796.15
Reconciled Balance 5/10/2021:	£ 129 296.15

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	BACS	£52.80
VAT Refund Apr – June	Income	BACS	£958.28
		Total	£1011.08

- 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:

Payment Method	Budget Line	Name	Total	Vat
BACS	Maintenance, utilities & supplies	Metrrod drain clearing charge	£204.00	£34.00
BACS	Maintenance, utilities & supplies	Cornwall Supplies Company	£110.58	£18.43
BACS	Training	CALC Training	£180.00	£30.00
BACS	Pension (August)	Cornwall Pension fund	£162.26	
BACS	Staff wages	Staff Wages	£1,072.52	
BACS	Staff wages	HMRC PAYE tax	£126.60	
DD	commercial waste/dog bin	Suez Payment (September)	£90.71	£15.12
DD	Maintenance, utilities & supplies	Source4b Vell lane water	£29.50	
DD	Maintenance, utilities & supplies	Source4b Toilets water	£100.00	
DD	Maintenance, utilities & supplies	British Gas Electric- Toilets	£82.38	£3.92
DD	telephone/internet	Three mobile	£5.89	£0.98
DD	Maintenance, utilities & supplies	EDF Millennium Clock	£12.99	£0.62
BACS	Grass Cutting/Weedspraying/footpaths	Growing Concern- September Invoice	£5,490.00	£915.00
Cheque.	Hall Hire	Methodist Chapel Hire (21 st September meeting)	£15.00	
Cheque.	Hall Hire	St.Johns Church Hire (14 th September meeting)	£15.00	
BACS	Parking	Cornwall Council – Parking attendant (September)	£112.05	
BACS	commercial waste/dog bin	G Climo & sons	£15.00	£2.50
DD	Office	Unity Bank Service charge	£18.00	
			£7,715.88	£1,020.57

21/220 Source4B direct Debit

To **resolve** to increase monthly direct debit for public toilets to recommended value of £100.

21/221 Appointment of Clerk

To **resolve** who, will and when undertake shortlisting and recruitment for vacant Clerk position.

To **resolve** to divide the Clerks work load until a new Clerk is in place.

a) **Resolve** to appoint central Key contact to redirect post, and hold mobile phone and computer.

b) **Resolve** to create unpaid post(s) to cover Clerk's role and spread responsibility; areas – cemetery, footpaths, finance etc but decisions still to be taken by full council.

c) To **resolve** to update bank mandate.

21/222 Public Bodies (Admission to Meetings) Act 1960.

To resolve that in view of the confidential or special nature of the business about to be transacted, it is advisable that the press and public be excluded and instructed to withdraw during the discussions for the following items:
Contracts and Staffing

21/223 Tenders for Grass Cutting, Weed Spraying and footpath maintenance

To **review** tenders received and **resolve** upon awarding contracts.

21/224 Clerks Final wages

To **note** the Clerks final date of employment and to **agree** final payment to clerk for that period.

21/225 Agenda items for next meeting

To discuss items to be added to future agendas:

- Approve the collated response to Cllr B Jordan's email.

21/226 Close the meeting