

Ordinary Meeting of the Council – Tuesday, March 8, 2022 7pm

Location: Methodist Church, Delabole

DRAFT MINUTES

- 22/56 Councillors present**
Councillors R Chapman (chair), A Stacey, C Keat, K Cann and J Chapman.
Also Dominic Fairman (Cornwall Councillor), Suzanne Cleave, clerk, Lucy Muldowney (Foundations for Work) and one member of the public.
- 22/57 Apologies for absence**
Cllrs H Ferguson (vice chair) – poorly; E Reynolds – family member poorly; A Pooley – work; N Hatch – poorly.
- 22/58 Declaration of Interests**
a. To declare any personal interests in items on the agenda and their nature.
None.
- 22/59 To receive and approve minutes of last meeting**
Councillors approved the minutes from Ordinary meeting on February 8, 2022.
Proposed: A Stacey Seconded: J Chapman Votes: Unanimous
- 22/60 Public Participation (15 minutes allowed for this)**
None.
- 22/61 Lucy Muldowney – Foundations for Work**
Lucy gave a short presentation on Foundations for Work scheme, of which she is a work mentor. It reaches out to people who are long term unemployed. Lucy said she was trying to find the people in the area that need help the most. The project offers free help and guidance. There is a budget available for training, transport costs, clothes for interviews, and outreach courses in Maths/English and IT. Lucy hopes to base herself in different places so people can go to her. Delabole is one area that she would like to set up a group. It will be informal and she hopes to organise a couple 'meet and greet' events. She can also signpost people to other agencies. Cllr R Chapman told Lucy there is a good community Facebook page in the village as well as the monthly Slate publication and also the council website where the council could help with promoting the group. Clerk to liaise with Lucy. The council thanked Lucy for attending the meeting.
- 22/62 County Councillor report - Cllr Dominic Fairman**
Cllr Fairman spoke about the highway consultation and how he was disappointed with the plans that went out. Cornwall Council are sending an updated set of large plans to the clerk so that the council can show members of the public if they have queries/concerns. He still urged people to respond to the consultation. Cllr R Chapman said she had flagged up some things (the island outside Luggs for children crossing the road, and West Downs Road). Cllr J Chapman highlighted concern about parking around the Methodist Church. Cllr Fairman said there is still a local Highways scheme running for the next three years so the parish council could apply to that, and add to the road scheme at a later date if needed.
Cllr Fairman also spoke about the planning applications on hold due to the phosphates in the river. He had looked at the Rivers Trust website to see how much local sewage works were putting sewage into the rivers. He said Delabole was the main culprit with 30% of the time it was chucking

sewage out into the River Allen. Cllr Fairman said this was appalling and is starting a mini campaign, with the hope of it being explored by the Community Network in June.

The member of the public left at 7.20pm

22/63

Clerk's report

The clerk's report was distributed to councillors and noted. This included responding to a FOI request; sorting issues in the toilets (lights and issues with the hand washing facilities); sought prices for the drainage works at the toilets and the replacement of the lights with motion sensor lighting; enquired about pricing for charging for the toilets; chasing Cornwall Council and contractors on outstanding issues. The cheque for the Boscastle Coastguard towards a defibrillator has been destroyed – as they no longer need the funding.

22/64

Consideration of planning applications

a. a. PA22/01388 Proposal to create a free-form spray concrete skatepark (resubmission of approval PA18/02451), Delabole Playing Field
Councillors proposed to support the plans. Cllr Cann raised concern at the cost of the project if it was not started this year.

Proposed: J Chapman

Seconded: K Cann

Votes: Unanimous

PA21/10836 Listed Building consent for alteration, extension and partial demolition to existing buildings and construction of new annex building, Caradoc of Tregardock, Treligga
Councillors raised no objection to the plans.

Proposed: K Cann

Seconded: J Chapman

Votes: Unanimous

b. To consider any other consultations received since publication of the agenda.
None

22/65

Correspondence

Councillors noted correspondence received:

- Jocelyn Murgatroyd – Delabole tree canopy
- Keep Britain Tidy – Great British Spring Clean

22/66

Delabole Skate Park

No update. Clerk told councillors that the skatepark committee needed to clarify ownership of the playing fields in order to go for funding opportunities.

22/67

Wildflower area

No update.

22/68

Queen's Jubilee

A second jubilee meeting was held prior to the council meeting. Lots discussed including competitions involving all age groups. Cllr Cann noted that the council has already earmarked £2,500 for the Jubilee celebrations. Councillors resolved to purchase (in addition to the money earmarked) 200 commemorative mugs for the children of the parish.

Proposed: R Chapman

Seconded: K Cann

Votes: Unanimous

22/69

Vell Lane

The clerk informed councillors that Cornwall Council was at Stage 4 of their investigations into a possible occupancy on land at Vell Lane. Cllr Stacey felt something should be done about the Vell Lane footpath. He said some slate slabs had been stolen and it was overgrown. There were always cars parking there. He queried whether the footpath sign should be reinstated and posts to stop vehicles. This is to be placed on the April agenda.

22/70

Memorial request - Thomas

- Councillors resolved to approve the memorial request.
Proposed: A Stacey Seconded: K Cann Votes: Unanimous
- 22/71 Memorial request - Hawken**
 Councillors resolved to approve the memorial request.
Proposed: C Keat Seconded: K Cann Votes: Unanimous
- 22/72 Burial of ashes request - Richards**
 Councillors resolved to approve the burial of ashes request.
Proposed: A Stacey Seconded: J Chapman Votes: Unanimous
- 22/73 Parish council mobile phone**
 The clerk gave councillors a number of mobile telephones available and their cost – both contracted and SIM only. Councillors resolved for a new contract to be set up with Tesco Mobile when the existing contract with 3 expires and the clerk to chose a smart phone at £7.50 per month.
Proposed: A Stacey Seconded: J Chapman Votes: Unanimous
- 22/74 Delabole Parish Council Asset Register**
 The council has received a basic asset register from St Teath Parish Council. The clerk to use it as a base to start a new asset register.
- 22/75 Council insurance**
 Councillors discussed the renewal quote with Gallagher. The clerk told councillors the quote was a couple hundred pounds cheaper than last year, and the council is covered for jubilee events, the Wombles and for the office equipment within the policy. Councillors resolved to accept the quote.
Proposed: C Keat Seconded: R Chapman Votes: Unanimous
- 22/76 Defibrillator**
 Cllr R Chapman asked for this to be placed on the agenda as there is a defibrillator at Planet Park (bought and maintained by them) and one at the Bettle & Chisel, but not one at the Rockhead end of the village. She suggested a good location would be the porch at the Methodist Church. It is undercover and the gates are shut but not locked. There are lots of events taking place at the church and to travel to the pub is quite a long way. There is also no defibrillator at the flats in Well Street, so this would also serve that area. Councillors resolved to purchase and have installed a monitored cabinet at the Methodist Church. Cllr Cann said it would benefit the whole village.
Proposed: R Chapman Seconded: J Chapman Votes: Unanimous
- 22/77 Grant request from Delabole Youth Club**
 Councillors received a grant request from Delabole Youth Club towards setting up the club in the village and for training and DBS checks. The council resolved to give the requested amount of £1,240.16 after April 1.
Proposed: A Stacey Seconded: J Chapman Votes: Unanimous
- 22/78 CCTV in the playing field**
 Cllr R Chapman noted that someone had offered to install CCTV in the playing fields at cost, with the help of an electrician. Clerk to arrange a meeting with the installer, Cllrs J Chapman and A Pooley and also PCSO Mike Dodds from Camelford Police Station. Cllr Cann asked for it to be included in the Slate that the council is discussing at length CCTV in the park. Councillors resolved to get the project off the ground.
Proposed: A Stacey Seconded: J Chapman Votes: Unanimous
- 22/79 Communication and FOI policies**
 The review of these policies was deferred to the April meeting.
Proposed: R Chapman Seconded: K Cann Votes: Unanimous

22/80 **Quotes for motion sensor lighting in the public toilets**
The clerk is waiting for quotes. Item to be put on April meeting.
Proposed: A Stacey **Seconded: C Keat** **Votes: Unanimous**

22/81 **Toilet drainage issue quote**
Clerk reported that one contractor who was approached was too busy to quote and another had not got back. Clerk to approach another contractor to give a quote.
Proposed: K Cann **Seconded: C Keat** **Votes: Unanimous**

22/82 **Charging at the public toilets**
Cllr Stacey said the toilets are very expensive to run and are used mainly by visitors. Cllr R Chapman said they are also used by others such as tradesmen, children etc. Cllr J Chapman said the installation of motion sensor lighting would help keep costs down. Cllr R Chapman said in other villages or towns where you have charges for using the toilets, people often hold the door open for others. She said they would not be able to give them back to Cornwall Council. Clerk to provide a monthly round-up of how much it costs in total for the toilets. The council resolved for the clerk to get a quote and bring it back to the April or May meeting.
Proposed: A Stacey **Seconded: K Cann** **Votes: Unanimous**

22/83 **Parish council laptop warranty**
The warranty is soon to expire for the council laptop. Councillors resolved not to continue with the warranty.
Proposed: C Keat **Seconded: K Cann** **Votes: Unanimous**

22/84 **Hand washing facilities in the public toilets**
The hand washing unit in the men's toilets is currently faulty and has been switched off by the cleaner. The clerk has asked a local plumber to see if it can be fixed. Council resolved if the plumber is not able to repair the Wall Gate unit, to get quotes to repair or replace it.
Proposed: R Chapman **Seconded: A Stacey** **Votes: Unanimous**

22/85 **Finance**
a. Councillors noted the balances of accounts as accurate for 02/03/2022. Two councillors to sign the bank reconciliation statement on behalf of the council as noted.

Bank Balance 02/03/2022 £ 108,728.96

b. Income received noted. Two councillors signed each remittance advice on behalf of the council as accepted:

<u>Name</u>	<u>Budget line</u>	<u>Payment method</u>	<u>Value</u>
Arthur Bryant – cemetery fees (Parsons)		BACS	£105.60
HMRC (VAT return Sep to Dec 21)		BACS	£2,155.20
R J Bray – cemetery fees (Packheiser)		BACS	£94.00
		Total	£2,354.80

c. Councillors noted and authorised the below payments. Two councillors signed each invoice on behalf of the council as authorised and noted where direct debits and other payments have been pre approved:

Budget Line	Name	Total	Vat
Staff wages	Staff wages (February inc cleaner holiday pay)	£1,761.42	
Donations	Friends of Delabole School	£1,000.00	
Website	Additions to the website	£54.00	£9.00
Maintenance, utilities & supplies	South Western Tarmac (VAT on path repairs)	£264.00	
Toilet cleaning	Cornwall Supplies Company – bleach	£41.04	£6.84
Maintenance, utilities & supplies	EDF (clock)	£12.13	£0.58
Maintenance, utilities & supplies	British Gas (Playing Fields toilets electricity Jan-Feb)	£194.12	£9.24
Maintenance, utilities & supplies	Western Supply (new cemetery gate)	£138.13	£23.02
Parking	Cornwall Council (traffic warden January)	£108.90	
Commercial waste	Suez – cemetery bin (December)	£55.74	£9.29
Commercial waste	Suez – cemetery bin (January)	£59.15	£9.86
Maintenance, utilities & supplies	Source4Business – water at cemetery	£151.31	£1.94
Maintenance, utilities & supplies	Source4Business – water at toilets	£76.20	£19.98
Office	3 mobile phone	£5.89	£0.98
Grass Cutting/Weedspraying/footpaths	Growing Concern (February invoice)	£900.00	£150.00
Hall Hire	Methodist Church (February 8 meeting)	£18.00	£0.00
Maintenance, utilities & supplies	British Gas (Playing Fields toilets electricity Feb-March)	171.12	8.14
		£5,011.15	£248.87

22/86

Agenda items for next meeting – Tuesday, April 12, 2022, Methodist Church, Delabole.

- Quotes for lights in the toilets
- Quotes for charging in the toilets
- Vell Lane footpath
- Skatepark
- Queen's Jubilee
- Wildflower area
- Communications and FOI policy
- Toilet drainage issue quotes
- Location of bins at the cemetery
- CCTV in the park
- Writing to Scott Mann MP regarding the lack of NHS dentistry in the area

22/87

The meeting closed at 8.47.