

Ordinary Meeting of the Council meeting – Tuesday, April 12, 2022 7pm

Location: Methodist Church, Delabole

DRAFT MINUTES

- 22/88 Councillors present**
Councillors R Chapman (chairman), H Ferguson (vice chair) joined later in the meeting, N Hatch, A Pooley, J Chapman, A Stacey, K Cann and E Reynolds. Also in attendance – Suzanne Cleave, clerk, Dominic Fairman, county councillor, and three members of the public.
- 22/89 Apologies for absence**
None.
- 22/90 Declaration of Interests**
None.
- 22/91 To receive and approve minutes of last meeting**
Councillors approved the minutes from the Ordinary meeting on March 8, 2022.
Proposed: J Chapman Seconded: A Stacey Six in favour, two abstentions
- 22/92 Public participation (15 minutes allowed for this)**
One member of the public requested a detailed explanation of “how you get the figures so wrong as to be misleading” and also a detailed written explanation of why the council has “overspent so much”.
- * This member of the public left after asking the question *
- 22/93 County Councillor report - Cllr Dominic Fairman**
Cllr Fairman said he had attended an online meeting about the consultation of the traffic congestion scheme. There had been 29 responses to the consultation, which he found a little disappointing to see there were less than nine positive responses seeing that there are nine parish councillors. A report on the consultation has not yet been received. Some comments were wholeheartedly in support of the scheme. Issues raised included a potential loss of parking and parking outside the Methodist Church. Cllr Fairman flagged up the build up outside the church and suggested moving it closer to Luggs Garage, which in turn, would give the crossing that the parish council suggested, Cornwall Council is taking all comments seriously and the view is being taken that the vast majority who did not respond are OK with the scheme. A couple did say they did not like the plans. Cormac have scheduled a road closure order in May.
- 22/94 Clerk's report**
The clerk's report was noted. It included gathering costings for the website; information on the lights, hand washing facilities, and possible charging in the toilets. Quotes also obtained for a skip in the cemetery; Jubilee mugs ordered; internal audit and Code of Conduct training carried out. Enquiries were made in regards to a complaint from a member of the public; and a ROSPA inspection has been booked for the play park. An additional document was distributed to councillors regarding a one day (May 29) proposal to close Pengelly (top end) for utilities works. Clerk to forward to Clyde Ferguson (Delabole Fire Brigade).

- 22/95 Councillor reports from outside bodies**
Cllr R Chapman gave a report on the Camelford Community Network Panel meeting, held on March 29. There was an update on medical services and the highways scheme. There are proposals to make the junction opposite the wind farm one way (Cllr Fairman said a consultation will be held on this). There is a new Community Link Officer, Roger Yates, and the next meeting will be held on May 24. This will also be the AGM, and current chair Claire Hewlett is to step down.
- 22/96 Consideration of planning applications**
(a) PA22/03369 Extend existing linked garage detached bungalow with a new single storey rear extension to incorporate a new lounge and integrated access to a new office and to the existing garage – 4 Slate Close, Delabole for Hayley Smith and Karl Stone.
Councillors voted in favour of supporting the plans.
Proposed: J Chapman Seconded: E Reynolds Votes: Unanimous
- PA22/03338 Rear first floor extension – 14 Park Pennkarn, Delabole for Mr M Dingle.
Councillors voted in favour of supporting the plans.
Proposed: K Cann Seconded E Reynolds Votes: Unanimous
- (b) To consider any other consultations received since publication of the agenda:
PA22/01388 Proposal to create a freeform spray concrete skate park (resubmission of approval PA18/02451) at Delabole Playing Field, High Street, Delabole - APPROVED
- 22/97 Correspondence**
Councillors noted correspondence received:
- Cornwall Council – Homes for Ukraine
 - CALC – Pledge for Nature Ecological Emergency Summit slides
 - Jocelyn Murgatroyd - information on Forestry Commission grants for tree planting
- 22/98 Delabole Skate Park**
Jo Harris from the skatepark committee said there was nothing new to report. She noted the playing fields need to be in Delabole Parish Council's name before they are able to apply for funding.
- 22/99 Wildflower Area**
Cllr Hatch was arranging a meeting in the week to get things sorted for the wildflower area. She was in touch with someone about providing mats.
- 22/100 Queen's Jubilee**
Cllr R Chapman reported that the jubilee plans were taking shape, with activities planned for the four days. Thursday – competitions at St John's Church and individual street parties, also lighting of the beacon and the piper. Friday – community walk from the Quarry car park, over 60s lunch, jazz concert at St John's. Saturday – a session in the wildlife garden, picnic in the park, table top sale, go karts, then children's entertainment and disco at St John's. Sunday – service at the Methodist Church, jubilee jamboree, display of the plaque, presentation of the mugs and donkey derby. If the weather is inclement, the plan is to move activities into St John's.
- 22/101 Queen's Jubilee Parade - Truro**
Councillors noted the invitation to send a representative to the Jubilee parade in Truro, but would decline as councillors will be enjoying the activities in the village.
Proposed: E Reynolds Seconded: A Stacey Votes: Unanimous

- 22/102 Cemetery bin location**
Cllr R Chapman explained that currently all of the rubble is placed into the container at the bottom of the cemetery behind the Biffa bin. Jack has recently carried out some repairs to it. The bin could be relocated at the top of the cemetery to the left hand side of the gates. The clerk presented councillors with prices for a skip. Questions were raised as to whether it would be seen and also if the ground would need to be concreted. Cllr Reynolds asked whether a skip would look unsightly. Cllr Cann said they could build something at the top behind the hedge, but Cllr J Chapman questioned whether anyone could get the correct vehicle in to empty it. Cllr J Chapman is to look at viable alternatives and the matter will be left on the table.
- 22/103 Communication, FOI and Vexatious policy**
Councillors reviewed the FOI and Communications policy and also a new Vexatious policy. Clerk to adapt the Vexatious policy for Delabole Parish Council which will then be adopted by the council.
Proposed: K Cann Seconded: J Chapman Votes: Unanimous
- 22/104 Quotes for motion sensor lighting in the public toilets**
Clerk to get quotes for bulk head style/vandal proof LED lights.
- 22/105 Charging at the public toilets**
Councillors were presented with a number of different pricing options for the introduction of charging at the public toilets. Cllr Hatch asked whether the council needs to have charging. Cllr Stacey said the parish council should give them back to Cornwall Council. Cllr Cann said it would take a lot of time to recover £11,400. Councillors decided to not introduce charging at the public toilets.
Proposed: J Chapman Seconded: A Pooley Votes: Unanimous
- 22/106 Hand washing facilities in the public toilets**
The clerk gave prices from Wallgate to have a one-off engineer visit and for a total replacement of the unit, which is no longer in warranty. Cllr J Chapman is to take a look to see if it can be repaired.
- 22/107 West Lane footpath**
Councillors discussed the reinstatement of the footpath at West Lane. The clerk to ask Cornwall Council to put a footpath sign up at the Pengelly end of West Lane and a no parking sign.
Proposed: A Stacey Seconded: J Chapman Votes: Unanimous
- 22/108 Slate Close roundabout**
Cllr R Chapman raised concern that it has taken so long for the work on Slate Close roundabout to happen. Cllr Pooley reported that the materials are ready to go, and it will be done in the next month.
- 22/109 Transfer of deeds**
The transfer of deeds on three areas in the village – playing fields, cemetery and the Sidings - from St Teath Parish Council to Delabole Parish Council was discussed. Clerk to look into whether a solicitor is needed to carry out the transfer or if it can be changed via the land registry with a deed of agreement from both parties.
Proposed: C Keat Seconded: A Pooley Votes: Unanimous
- 22/110 Vacant property at Quarry View, Delabole**
In light of the recent vacant property at Quarry View, councillors discussed the future advertising of such properties. Cllr R Chapman said that the properties are for Delabole people, but the advert also says people with connections to some nearby parishes can apply. She wished to make a

petition to Cornwall Rural Housing Association that if a property arises again that it is limited to people from Delabole in the first instance.

Proposed: R Chapman Seconded: A Stacey Votes: Unanimous

22/111 Lighting committee poles in the park

Cllr Hatch said before the council came into being, St Teath Parish Council was asked by the lighting committee if they could put poles in the playing fields to put lights along at Christmas. It was agreed at the time and the committee wanted to know if the permission still stood or would they have to reapply? She believed it would be fittings for around 20 poles inside the park. It was proposed that the council roll on the permission previously granted.

Proposed: J Chapman Seconded: K Cann Votes: seven in favour, one abstention

22/112 Parking attendant

The council's contract with Cornwall Council is up for renewal. Cllr R Chapman asked if the council wants to continue with it. Cllr Pooley said the council had precepted for it so should renew. Cllr R Chapman said the council could look at it again when the precept is discussed next year. It was proposed to keep the traffic warden and renew the contract.

Proposed: A Pooley Seconded: E Reynolds Votes: Unanimous

22/113 Cemetery management

Councillors received information and costings of a cemetery management software for parish and town councils from Scribe. The software would allow the correct mapping of the cemetery and upkeep of all records. The cost would be an annual subscription of £228 and a one-off set up fee of £147 (£375 plus VAT total). Councillors voted in favour of subscribing to the software.

Proposed: E Reynolds Seconded: A Stacey Votes: Unanimous

22/114 Memorial request - Lugg

The memorial requested was approved by the council.

Proposed: N Hatch Seconded: A Pooley Votes: Unanimous

22/115 Memorial request - Stacey

The memorial requested was approved by the council.

Proposed: E Reynolds Seconded: A Stacey Votes: Unanimous

22/116 Community Highways Network Scheme

Councillors considered projects for the Community Highways Network Scheme. Gateways at either end of the village to go hand in hand with the 20mph scheme were chosen. Clerk to submit the expression of interest form.

Proposed: R Chapman Seconded: A Stacey Votes: Unanimous

22/117 Council website

Quotes from the current web hosting company and two others were received. Cllr J Chapman said there were lots of things to save money on, so the council should stay with WesternWeb for the coming year.

Proposed: A Pooley Seconded: J Chapman Votes: Unanimous

22/118 Finance

a. Councillors noted the balances of accounts as accurate for 06/04/2022. Two councillors signed the bank reconciliation statement on behalf of the council as noted.

Bank Balance 05/04/2022 £ 107,123.11

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

Name	Budget line	Payment method	Value
Cornwall Council (Local Maintenance Partnership)		BACS	£2,011.70
Drew Memorials (Lugg)		BACS	£73.40
Drew Memorials (Stacey)		BACS	£40.80
Total			£2,125.90

c. Councillors noted and approved 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 (March inc back pay)	£1,294.50	£0.00
Cornwall Pension Fund	Pension Dec – March	£510.28	£0.00
Office	Unity Bank service charge	£18.00	£0.00
Office (S Cochrane)	Back up USB and filing cabinet	£37.00	£0.00
Maintenance, utilities & supplies	British Gas (Playing Fields toilets electricity March-April)	£182.02	£8.66
Office	3 mobile phone (March)	£5.89	£0.98
Office	3 mobile phone (February)	£5.89	£0.98
S137	Insignia Jubilee mugs	£710.40	£118.40
Parking	Cornwall Council (traffic warden February)	£110.25	£0.00
Commercial waste	Suez – cemetery bin (February)	£87.12	£14.52
Commercial waste	Suez – cemetery bin (March)	£59.15	£9.86
Insurance	Gallagher – council insurance	£1,399.34	£0.00
Maintenance, utilities & supplies	L J Osborne – unblocking drains (December)	£90.00	£0.00
Maintenance, utilities & supplies	Cornwall Supplies Company – toilet rolls	£81.01	£13.50
Memberships	ICCM membership	£95.00	£0.00
Memberships	CALC and NALC	£661.83	£92.57
Training	Clerk Code of Conduct training	£24.00	£4.00
Grass Cutting/Weedspraying/footpaths	Growing Concern (March invoice)	£900.00	£150.00
Cllr/clerk mileage	Clerk mileage to one meeting (March 8)	£16.20	£0.00
Hall Hire	Methodist Church (March 8 meeting)	£18.00	£0.00
		£6,305.88	£413.47

22/119 Agenda items for next meeting – Tuesday, May 10th, 2022, Methodist Church, Delabole.

- Bus shelter seating
- Police reports
- Dental provision in North Cornwall

22/120 The meeting closed at 9.35pm.