

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

Location: St John's Church, Delabole

DRAFT MINUTES

- 22/214 Councillors present**
Cllrs R Chapman (chair), H Ferguson (vice chair), K Cann, A Stacey, A Pooley, J Chapman and C Keat. Also present: Cllr Dominic Fairman, county councillor; S Cleave, clerk and four members of the public.
- 22/215 Apologies for absence**
Cllr N Hatch – unwell; Cllr E Reynolds – unwell.
- 22/216 Declaration of Interests**
None.
- 22/217 To receive and approve minutes of last meeting**
Councillors received and approved minutes from the Ordinary meeting on October 11, 2022.
Proposed: K Cann Seconded: A Stacey Votes: Unanimous
- Councillors also received and approved minutes of the extraordinary meeting held on September 22, 2022.
Proposed: K Cann Seconded: A Stacey Votes: Unanimous
- 22/218 Public participation (15 minutes allowed for this)**
One member of the public commented on the recently approved Excel training for the clerk. She pointed the council to Alison training, which provides training free of charge.
- 22/219 County Councillor report - Cllr Dominic Fairman**
Cllr Fairman did not have anything to report on highways matters, but he had been invited to a meeting on November 17 specifically to discuss Delabole. With regards to the ongoing anti-social behaviour, the Police and Crime Commissioner has a small grant that the parish council can tap into. He has emailed details to Cllr Chapman who will forward to the clerk. It could possibly be used for CCTV.
- 22/220 Clerk's report**
The clerk's report was noted, including giving Albert Brown the go-ahead for the cemetery bin; spoke with Ivan Jones for the requirements for the lights; followed up bench and bin requests with Cornwall Council; completed SLCC budget training and Excel training; new Casework Assist training; invited a member of CORMAC to a meeting; emailed CC regarding land at Vell Lane; booked councillors on planning training; made contact with Planet Park regarding the defibrillator payment; issues with the computer crashing.
- 22/221 Consideration of planning applications**
- a. None.
- b. To consider any other consultations received since publication of the agenda.**
None.

c. To note planning application decisions

PA22/05658 Existing dropped kerb to be extended by two more low kerbs, 43 Rockhead Street, Delabole **APPROVED**

PA22/06930 Side extension to create car port/garage and external store at ground level and bedroom, shower room, office and balcony at first floor level, 21 West Down Road, Delabole **APPROVED**

PA22/06939 Proposed two-storey rear extension, 11 Park Pennkarn, Delabole **APPROVED**

22/222

Correspondence

The following correspondence was noted - planning training notification for town and parish councils; safeguarding briefing notice

22/223

Delabole Skate Park

The committee are submitting a funding application to the National Lottery. They received a payment of £2,531.62 from the Co-op local community fund recently.

22/224

Wildflower Area

No update – return to the agenda in the spring.

22/225

Community Speedwatch

Cllr Cann reported that she had not had any offers of volunteers since the advert was published in the Slate. Cllr Stacey offered to help. Information to be placed on social media.

22/226

Christmas Lights committee request

Joe Burnard of the Christmas lights committee attended and explained there will be 15 poles at the top of the park, and they are hoping to get electricity from the toilets. He also spoke about their need for storage – they are currently using a horse box but would like a container, and the committee wishes to ask the parish council for permission. Cllr R Chapman asked for more information, as there was some concern about hanging wires and the risk of vandalism. Joe said they would like to site a container in the playing fields next to the carnival container. Cllr R Chapman said the council agreed in principle about the poles but would need reassurance about the electricity supply and who would pay for it. Cllr Stacey said they need to check whether the committee needs planning permission to site a container. Joe was asked to return to the December meeting with more information about the proposals.

22/227

Mobile phone

The clerk informed councillors that the second-hand mobile phone had stopped working properly. Councillors agreed for the clerk to purchase a pay as you go phone.

Proposed: A Pooley

Seconded: H Ferguson

Votes: Unanimous

22/228

Cemetery EROB book

Councillors discussed purchasing an Exclusive Rights of Burial book from Shaws to provide people purchasing a plot in the cemetery with a professional copy of the EROB, and for the council to have a duplicate of the form in the book. Cllr Cann said it would be nice for the council to have something decent. Cllr to show which plots have been reserved. Cllr Keat said there were lots of plots throughout the cemetery that need filling up. Councillors voted in favour of the clerk purchasing the book.

Proposed: K Cann

Seconded: A Pooley

Votes: Unanimous

22/229

Telephone box - Trewalder

The council received a request from a member of the public asking for the parish council to adopt the telephone box between Newhall Green and

Trewalder. Cllr Stacey said it was not in Delabole parish but would come under Camelford. Clerk to go back to the member of the public and let them know.

22/230

Warm Spaces

The council received a request from the Methodist Church asking for the council to support and facilitate a Warm Spaces initiative. Cllr Cann said it was a community initiative. Cllr R Chapman said councillors were volunteers, many with full time jobs, and so would not be able to take over the running of the scheme. Cllr J Chapman suggested an appeal for volunteers be placed in the Slate. Cllr Cann proposed that the scheme be community led. It was suggested that the clerk respond and suggest they put the information in the Slate as the parish council could not run it, and to suggest they look at the costings as the council would be prepared to look at a one-off donation.

Proposed: H Ferguson Seconded: J Chapman Votes: Unanimous

22/231

Toilets

Cllr J Chapman said he had been in the toilets to look at the toilet roll holders, and they looked ok. Clerk to ask the cleaner to let Cllr J Chapman have a key to be able to look at the ladies and disabled toilets. Cllr R Chapman said the council plan to get the toilets decorated in the spring.

22/232

Memorial request

Councillors received and approved a request for a memorial for Leonard Hughes.

Proposed: H Ferguson Seconded: A Pooley Votes: Unanimous

22/233

Anti-social behaviour

Councillors discussed reports and concerns of anti-social behaviour in the village. Cllr R Chapman said when she attended a recent locality meeting, the police said they are not able to act on Facebook posts, but if people take a screenshot and send to them, they can take action. There was a heated exchange on Facebook which identified an individual and their address. Cllr Chapman added that some people in the village have ID doorbells and CCTV which has been sent to the police, but so far, no feedback has been received. She asked if the council wishes to write to the police regarding the matter. Cllr Ferguson noted that she never sees the police in the village, despite paying for them. Cllr R Chapman said she spoke to a governor of Sir James Smith's School, and they did take it seriously, but she was unsure what action had been taken. Cllr Cann said it would be good to send a letter to the police to add weight to people's concerns. Cllr R Chapman suggested copying in the hierarchy to highlight there is a problem and contact the schools (Sir James Smith's and Delabole Primary School) about the ongoing anti-social behaviour.

Proposed: H Ferguson Seconded: A Stacey Votes: Unanimous

22/234

Finance

a. Councillors noted the balances of accounts as accurate for October 11, 2022. Two councillors signed the bank reconciliation statement on behalf of the council as noted.

Bank Balance 03/11/2022 £ 112,751.76

b. Councillors noted the income received. 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>
Drew Memorials (Len Hughes)		BACS	£ 67.50
R J Bray (Mrs Amy)		BACS	£ 94.00
Drew Memorials (P Sleep)		BACS	£ 40.80
		Total	£ 202.30

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	Payment	Total	VAT
Parking	Cornwall Council (parking warden September)	£95.40	
Office	3 Mobile phone	£5.89	£0.98
Office	Suzanne Cochrane (Microsoft 365 annual subscription)	£59.99	£10.00
Staff wages	Staff wages (October)	£1,279.11	
Pension	Cornwall Pension Fund (October)	£127.57	
Cllr/clerk mileage	Two journeys	£32.40	
Maintenance, utilities & Supplies	Suez (cemetery)	£61.75	£10.29
Grass cutting, weed spraying & footpaths	Growing Concern (October)	£960.00	£160.00
Hall hire	Methodist Church (October meeting)	£18.00	
Office	A4 paper (five reams)	£33.99	£5.67
Maintenance, utilities & supplies	Black bin liners	£7.18	£1.20
Maintenance, utilities & supplies	V Roots – toilet rolls (bought while waiting for delivery)	£5.18	
Legal	3 x Land Registry applications for transfer of land (approved last meeting)	£135.00	

Additional payments were: £7.65 (recorded post charge to send Land Registry forms away) and £18 (bank charges).

Clerk to also investigate other banks and their fees and report back to council.

The finances were approved as a true record.

Proposed: H Ferguson Seconded: K Cann Votes: Unanimous

22/235 Agenda items for next meeting – Tuesday, December 13, 2022, Delabole Methodist Church.

Bank account; Christmas lights committee; Bliss' Yard signage; development opportunity email.

22/236 Exclusion of members of the public and press

To resolve that under s1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items as it involves the likely discussion of confidential information.

Proposed: K Cann Seconded: H Ferguson Votes: Unanimous

22/237 Staffing

Councillors resolved to pay a work from home allowance to the clerk to assist in reimbursement of expenses when homeworking.

Proposed: R Chapman Seconded: H Ferguson Votes: Unanimous