

**Ordinary Meeting of the Council – Tuesday, March 14, 2023 at 7pm  
Location: St John's Church, Delabole**

**TO MEMBERS OF THE COUNCIL:** R Chapman (chairman), H Ferguson (vice chairman), K Cann, J Chapman, C Keat, A Pooley, E Reynolds and A Stacey.

Dear Members,

I hereby give you notice that the Ordinary meeting of the Delabole Parish council be held on **Tuesday, March 14, 2023 at St John's Church, Delabole at 7pm.**

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,

*Suzanne Cleave*  
**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**

- 23/52 Councillors present**  
To note councillors present.
- 23/53 Apologies for absence**  
To receive apologies for absence with reasons.
- 23/54 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 relevant items)  
c. To declare any gifts received for the value of £50 or more.
- 23/55 To receive and approve minutes of last meeting**  
Councillors to receive and approve minutes from Ordinary meeting on February 14, 2023. Chairman to initial each page and sign once approved.
- 23/56 Public participation (15 minutes allowed for this)**  
To note parishioners views shared and questions posed to the Parish Council on issues on this agenda.
- 23/57 County Councillor report - Cllr Dominic Fairman**  
To note any updates from Cllr Fairman – County Councillor including update on road scheme.
- 23/58 Clerk's report**  
To note information from the clerk on actions since the last meeting.
- 23/59 Consideration of planning applications**  
PA23/01287 – Proposed attic conversion with internal alterations and rear balcony. 51 Westdown Road, Delabole.
- b. To consider any other consultations received since publication of the agenda.**  
None.

**c. To note planning application decisions**

None.

- 23/60 Correspondence**  
Affordable housing newsletter; information about property asset.
- 23/61 Skatepark Project**  
To receive an update on the village Skatepark Project.
- 23/62 Youth Club**  
To receive update from the Youth Club committee.
- 23/63 Cemetery policies**  
To discuss policies for the cemetery.
- 23/64 Defibrillators**  
To discuss the monthly monitoring of the defibrillators and to ensure they are listed on the Circuit.
- 23/65 Coronation**  
To discuss the King's Coronation in May.
- 23/66 Vell Lane**  
To receive any updates on Vell Lane.
- 23/67 Co-option**  
To discuss co-option of a councillor.
- 23/68 Annual meeting**  
To discuss the date of the April meeting and Annual Meeting and confirm format.
- 23/69 CCTV**  
To receive update on the CCTV in the playing fields.
- 23/70 Training**  
To update training log and nominees for cemetery training.
- 23/71 Cemetery request**  
To receive request to place a plaque on a grave.
- 23/72 Higher Medrose land**  
To discuss correspondence relating to land at Higher Medrose.
- 23/73 Traffic warden**  
To receive update on the traffic warden contract.
- 23/74 Finance**  
a. To **note** the balances of accounts as accurate for March 5, 2023. Two councillors to sign the bank reconciliation statement on behalf of the council as noted.

**Bank Balance 08/03/2023 £103,488.00**

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

<u>Name</u>	<u>Budget line</u>	<u>Payment method</u>	<u>Value</u>
Martin & Sons – Davey fees		BACS	£ 146.80
		Total	£ 146.80

c. To **note** and **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:

<b>Budget line</b>	<b>Payment – March</b>	<b>Total</b>	<b>VAT</b>
Staff wages	Staff wages (February)	£1,947.02	
Staff wages	HMRC and NI (February)	£31.50	
Pension Fund	Cornwall Pension Fund (February)	£135.98	
Admin	Clerk's expenses (mileage)	£16.20	
Parking	Parking attendant February	£119.70	
Grass cutting, weed spraying & footpaths	Growing Concern (February)	£960.00	£160.00
Office	3 Mobile phone	£5.89	£3.11
Maintenance, utilities & supplies	EDF - clock	£58.41	£2.78
Maintenance, utilities & supplies	Suez – cemetery	£69.16	£11.53
Hall hire	St John's Church – March meeting	£ 15.00	
Donation	Tintagel Brownies (approved at the last meeting)	£365.00	
Donation	Delabole Christmas Lights committee (previously approved)	£617.20	
Maintenance, utilities & supplies	Tintagel Skip Hire – wheelie bin waste	£22.20	£3.70
Training	CALC Planning Refresher Course – K Cann	£36.00	£6.00
Maintenance, utilities & Supplies	Source for Business – water at the toilets	£15.00	£3.00
Maintenance, utilities & supplies	British Gas – playing fields toilets (Sep to Feb)	£785.62	£39.28
Cemetery	Dead Cert Pest Control – mole control treatment	£200.00	

**23/75**      **Agenda items for next meeting – date TBC, Delabole Methodist Church.**  
To discuss items to be added to future agendas.

**23/76**      **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.**

**23/77**      **Cemetery**  
To receive update on the cemetery.