

St Dennis Parish Council
Minutes of the Ordinary Council Meeting held at ClayTAWC on Tuesday
2nd September 2025 at 7.00 pm.

The Chair welcomed all present to the September meeting of the Parish Council.

Present: Cllr Clarke (Chair), Cllr Burnett (Vice Chair), Cllr Kelsey, Cllr J Griffin.

In Attendance: Lynn Clarke (Clerk) and Cornwall Councillor Dick Cole (CC Cole).

165/25 Apologies.

Cllr Edmunds & Cllr J Griffin. Apologies accepted.

166/25 Declarations of Interest.

Cllr A Griffin declared an interest in an application under Item 20 Grants Received on the agenda.

The Chair reminded those present that if any other matter arises during the meeting, advice should be sought from the Clerk and the Chair before continuing.

167/25 Public Participation (to include Cornwall Councillors Report).

a) Public Participation:

Cllr A Griffin advised that the moped was still in the river on the road between Trecice and Valley View.

Cllr Griffin also advised that the doors on the public toilets may need further investigation for the access of those in a wheelchair as she found them difficult to access when using a mobility scooter.

b) Cornwall Cllr Dick Cole: (CC Cole)

CC Cole's report was circulated prior to the meeting a copy can be viewed [here](#).

CC Cole advised on an operational update for the incinerator informing that line 2 is currently shut down due to a fault and repair works will be undertaken when the parts are available. The shut down for planned maintenance is still going ahead in September. Waste will be diverted to other facilities during this time.

CC Cole has attended recent public meetings in the community being held to discuss Cornish Lithium's proposed plans. CC Cole advised that a Committee is being formulated. It was agreed that a survey be launched to gain residents views on the proposed plans.

168/25 To adopt the minutes of the [Ordinary Meeting](#) of the Parish Council held on the 5th August 2025.

Resolved – To accept the minutes. Proposed and seconded, all present in favour.

169/25 To note the Minutes of the following meetings and Full Council to adopt the recommendations therein.

None.

170/25 Matters Arising – Information only.

- Petty Cash has not been topped up.
- The 1st quarter figures need to be published on the website.
- The grant application form has not been submitted.
- Laptops have not been ordered.
- Bench base materials have been purchased.
- Payment to Wellers Headly has not been made.
- First aid courses are being investigated.
- Training has been booked.

171/25 To agree the delegated decisions made in the past month.

The delegated decisions were read to those present a copy can be found [here](#).

It was **Resolved** to accept the delegated decisions. Proposed seconded all in favour.

172/25 Financial

a) To approve this month's payment to creditors and income as tabled.

The Clerk advised that there were several Education Bursaries that have been agreed in principle, the office are waiting on additional paperwork. These grant funds will be needed in September but the next schedule is not due to be approved until October. It was **Resolved** – To make Education Bursary payments during the month and for these to be retrospectively approved at the next meeting. The payment schedule was accepted as presented. Proposed seconded all present in favour.

Community Account

CHQ No:	Name	Invoice Number	Cost	Reason
DD	Barclays Bank	14/07-12/08/25	£ 8.50	Bank Charges
DD	Giff Gaff	1755300265652	£ 10.00	Monthly Package
DD	Nest Pension		£ 468.05	Pension Contributions
	Coast to Coast			
DD	Communications	34111	£ 15.48	Service Charge - July
DD	Suez	33694450	£ 92.45	Waste Collection - July
DD	Suez	33726494	£ 91.82	Waste Collection August
DD	Sage	GB-00924437	£ 20.40	Payroll Software - August
DD	HP Instant Ink	IIUKDN1113206232	£ 89.99	Printer Ink - August
DD	Smarty		£ 18.00	PF CCTV
DD	Smarty		£ 18.00	Cemetery CCTV
DD	Yu Energy	2901637	£ 25.19	Cemetery CCTV - July
DD	Smartest Energy	FLQG57X6Y	£ 24.46	Public Toilets - July
DD	Smartest Energy	FLQG5TXHA	£ 6.16	Playing Field CCTV
DD	Bright HR	U003010029	£ 86.71	HR package
BACS	HMRC		£ 2,103.48	Tax & NI
BACS	Staff costs		£ 7,030.31	Staff Costs
BACS	Piran Tech	61270	£ 17.83	Monthly Service Check - August
BACS	Banner/Complete	SINV04306676	£ 56.57	Office Supplies
BACS	Parc Signs	47996	£ 315.22	Skate Park Sign
BACS	Duchy Cemetery's Ltd	3771	£ 500.00	Interment
BACS	Duchy Cemetery's Ltd	3778	£ 90.00	Interment
BACS	Wellers Headleys	Dunstan Close	£ 3,000.00	Solicitors costs

BACS	Queens Garage	1287	£	19.36	Fuel - Strimming
BACS	Queens Garage	1287	£	53.94	Cement - Bench Bases
BACS	Scribe (Starboard Systems)	12034	£	417.60	Cemetery Software
Card	Amazon	GB5000RI7HF5FI	£	3.11	Supplies - Litter Pick
Card	Amazon	GB 20254491113219	£	5.65	Supplies - Litter Pick
Card	Amazon	GB2025449113239	£	11.65	Supplies - Litter Pick
Card	Amazon	GB56CECHBAEUI	£	5.61	Supplies - Litter Pick
Card	Amazon	GB5007Yo1133TI	£	23.85	ID Cards
Card	Microsoft	E0300X9IGZ	£	-	Online Services - August
Cash	Petty Cash		£	2.18	Supplies - Litter Pick
Cash	Petty Cash		£	1.79	Supplies - Litter Pick
Total			£	14,633.36	

Education Grants

CHQ No:	Name	Invoice Number	Cost	Reason
DP	Barclays Bank	14/07-12/08/25	£ 8.50	Bank Charges
	Applicant 8 part payment direct to applicant			
DP	(£443.00)		£ 3,261.88	Grant issued
Total			£ 3,270.38	

Playing Field Trust

CHQ No:	Name	Invoice Number	Cost	Reason
DP	Barclays Bank	14/07-12/08/25	£ 8.50	Bank Charges
Total			8.50	

**Grand Total for
August 2025 17,912.24**

b) To approve the bank balances as of 30th July 2025

It was **Resolved** – Proposed and seconded to approve the bank balances. All present in favour.

173/25 Clerks Report:

Not Provided.

174/25 To consider the invitation to enter the Festival of Christmas Trees 2025.

It was **Resolved** to accept the invitation. Cllr A Griffin to take the lead on the entry and to report back to the next meeting a theme for agreement. Proposed seconded all in favour.

175/25 To agree the locations and types of plants required, for additional planting within the village

Cllr A Griffin and Cllr Kelsey undertook a village walk and a report of their findings was circulated via email.

The use of Tractor tyres as planters in areas of the village was suggested and to use perennials and bulbs instead of annual plants. It was also raised that the bank at Trelavour Prazey needed additional wildflower seed this year and the verge outside the school would benefit from further maintenance and possible new planting. Cllr A Griffin advise that the growth of an oak tree was being affected by a sycamore growing close to it. It was noted that the verge opposite this at Freda's Triangle would need permission from Highways prior to any work being carried out.

It was **Agreed** that some of this work could be undertaken by Parish Council staff and will be scheduled in in due course. All present in favour.

176/25 – To consider setting up a village enhancement working party.

This was discussed at length and members were advised that with multiple projects currently being undertaken the office did not have the capacity to manage additional projects.

It was **Agreed** to revisit this at the Annual Meeting.

177/25 – To receive an update on the welcome signage and agree any actions required.

CC Cole has sent in confirmation of the sign proposed sign locations and is currently looking at the format for the Cornish language section of the sign.

178/25 To receive an update on the land at Dunstan Close and to approve any associated costs.

Deferred.

179/25 To approve the cost of training for Cllrs and staff.

None.

180/25 Reports from Outside Bodies

Cllr Kelsey attended a meeting at St Stephen in Brannel and provided a brief verbal report.

Written report to follow.

Cllr A Griffin attended and Arundel Trust Meeting and provided a verbal report. Written report to follow.

181/25 Consultations/Surveys received up to the time of meeting.

a) General Consultations:

None.

Cllr Kelsey highlighted a Fire and Rescue Consultation within the latest Town and Parish Council News.

b) Planning Applications received up to the time of the meeting.

None.

Cllr Kelsey enquired about a planning application that had been circulated by the office. The Clerk advised that this was not an application as such and the Parish Council have not been officially consulted on this matter.

182/25 Highways and Footpaths Matters

a) Footpaths.

Email circulated regarding and enhanced LMP Grant for footpath improvement works from Cornwall Council.

The Clerk asked members if they felt that this was something they wished to consider informing that due to time constraints a report had not been provided on this matter for the meeting.

Cllr Kelsey advised that the Parish Council would have to consider the costs as they need to be met in advance.

It was **Agreed** to consider this at the next meeting. All present in favour.

b) Highways.

Faded double yellow lines outside Claytawc reported to Cornwall Council.

Overgrown verge opposite the bus stop on Hendra Road reported to the office.

Property damage to a wall by vehicles reported to the office and to Cornwall Council.

183/25 Grant Requests

Application from The Pitch for a Darts Competition.

It was **Resolved** to request further information and agree the application via email.

Proposed seconded all present in favour.

Application from St Dennis Community Fire Works Display.

Cllr A Griffin declared an interest and would have to leave the room and leave the Council Inquorate for this reason the application was deferred.

The Clerk advised of an email to refund unspent grant money of £9.70 that Cllr Kelsey would have to declare an interest in. The applicant was requesting to utilise the funds craft equipment for upcoming workshops.

It was **Agreed** to leave this to the discretion of the Clerk and to be notified of the outcome at the next meeting where the decision can be retrospectively agreed. Cllr Kelsey abstained all others present in favour.

184/25 Correspondence received.

Town and Parish Council Newsletter 01/08/25 – Noted.

Affordable Housing Newsletter 01/08/25 - Noted.

Cornwall National Landscape Newsletter 05/08/25 - Noted.

Councillor Advocate OPCC – Press Release 08/08/25 - Noted.

Commissioner update – 11/08/25 – Noted.

Commissioner news release – 11/08/25 – Noted.

OPCC news release – 12/08/25 – Noted.

The Commissioner's weekly column – 18/08/25 – Noted.

FREE CYBER SUPPORT – Email from CC Dick Cole 22/08/25 - Noted.

Street light switch off initiative – disappointment that the Parish Council had not been consulted in this initiative was noted. It was agreed to advertise the initiative, inviting feedback from residents to collate and submit to Cornwall Council.

185/25 Items for the next agenda.

- Enhanced LMP Grant from Cornwall Council.
- Donation to the Royal British Legion.

Standing order 3e

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are requested to withdraw.

186/25 Confidential items –

None

Meeting closed 8.15 pm.

Signed: