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St Day Parish Council
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C/O St Day Post Office
Fore Street, St Day
TR16 5JU

DRAFT MINUTES OF ST DAY PARISH COUNCIL MEETING

Held on 09.09.24 at 7pm in the Enterprise Centre, Vogue, St Day

COUNCILLORS PRESENT:

J Beer (JB), Z Abbotts (ZA), C Jones (CJ), D Christie (DCh), J Lello-Dunn (JLD), D Carlyon (DCa) and F Long (FL)

There were nine members of the public present

Minutes taken by S Moore (Clerk)

(4)1. Apologies were accepted by Council, from Cornwall Councillor C Donnithorne (CD)

(4)2. Public Participation

SH - gave a short presentation and took questions on a Charity Therapy Farm hoping to start up in Busveal. It would be a working farm, giving much-needed provision for people with mental health challenges, children who have been excluded from school, anyone on an HPCA (who has the right to a provision up to the age of 24) and children in care. This would be a good community place, with volunteers sharing their skills with others and also a social place for people of all ages.

TS - Question about the St Day Playing field and when the meeting will be. The date will be circulated to all those who gave their name to be a part of the 'field committee' following the PC meeting.

MG - No 20mph signs in Telegraph Street; The Clerk read out a response from CC, and the residents were also advised to contact CC on this issue. (They were hoping to speak to Cllr CD this evening).

(4)3. There were no **Declarations of Interest** or **Requests for Dispensation** declared.

(4)4. It was **RESOLVED** that the minutes of the Parish Council meeting held on Monday 08th July 2024, were an accurate record of proceedings and were signed and dated by the Chairman.

(4)5. The report from Cornwall Councillor Connor Donnithorne was read out by the Chairman. It included comment on St Day Playing Field, Trefula Nursing Home and Trenant Playing Field.

(4)6i. Planning: There were no planning applications to be considered.

(4)6ii. Planning Decision Notices

PA24/00608 - Proposed conversion of redundant stables into two dwellings at Little Menheer Farm, Higher Ninnis.
REFUSED by CC

PA24/03661 - Removal of existing residential garage, removal of conservatory and construction of two extensions at Chy An Dryf, Vogue, St Day **APPROVED by CC**

PA24/03033 – Proposed single-storey extension with roof terrace and rear dormer at Mooregrove Cottage, Tolgullow, St Day.

Approved with conditions by CC

(4)7a. There were no points raised from the previous meeting for resolution.

(4)7b. Agenda Items

(4)7bi. **St Day Playing Field** – JB thanked the members for the way that the meeting was conducted. It was **RESOLVED** that JB, DCh, FL and CJ would represent the PC on the committee, and agreed that the meeting would be held on an evening at the Enterprise Centre. **ACTION** – Clerk to arrange a date with the Enterprise Centre and notify all the volunteer members. It was questioned whether the group may wish to also manage the Trenant field, but this would be something for the separate meeting attendees to discuss.

(4)7bii. **Trenant Play Area** – A resolution could not be made on whether the PC has the resources to take responsibility for the whole field on a licence agreement at this stage. It was **RESOLVED** to request more time from CC. **ACTION** – Clerk to request one month from CC to allow this time for the members to consider the costs/risks.

(4)7biii. **Shaft in Telegraph Street** – Finally, National Grid had a meeting last month regarding the site in St Day. They are going forward with the works to cap the mine shaft imminently. They will require as much room as possible to get the machinery in place to carry out the work; therefore will be leaving the current fencing in place until the capping works are carried out. They will then fully tidy and landscape the site. Local stakeholders and landowners will be kept informed.

(4)7biv. It was **RESOLVED** to accept the quote of £250-300 per style, from a local contractor and proceed with replacing the handrails on the first three styles from Pink Moors to Treskerby. **ACTION** – Clerk to notify the contractor, and request the work is started as soon as possible.

(4)7bv. **Radar Speed Signs** - Following the damage caused by a vehicle hitting the post at Vogue, the insurance claim enabled the PC to replace the broken one with a new solar sign. This has been erected at Vogue by the bus stop on the side of the road for traffic entering St Day. It is working efficiently. Following Cormac's erection of the necessary pole at the entrance to the playing field, the solar sign bought by the PC has been placed here. The battery-operated traffic sign at the entrance to Tolgullow has been taken down and may be used in Scorrier, or possibly 'lent' to Carharrack. **ACTION** – Clerk to contact TP to update him that a camera is available.

(4)7bvi. The **Cactus Brass** event went well and the band are already booked for August 2025

(4)7bvii. The **defibrillator training** sadly was cancelled due to only 4 bookings. It will be rearranged for February 2025.

(4)7bviii. **Webmail platform** - It was **RESOLVED** to proceed with a change of email platform from .Org to .Gov **ACTION** – Clerk to organise this as soon as possible.

(4)7biv. **Clerk pay scale and pension scheme.** Deferred to item (4)13

(4)7bvii. **Parish Office** – JB expressed his feelings about the need for a Parish Office in the community and his concern over the proposed fee for the Community Centre. The Clerk has a meeting planned with the Community Council secretary (17th Sept) and it was **AGREED** that the PC will support, as far as is reasonably affordable, an arrangement for the office space to be rented. **ACTION** – Clerk to bring details to the next meeting.

(4)7bviii. **Skatepark** – Some discussion was held over the current 'situation' of the area where the skate ramps were located. Whilst the land was gifted to the PC from the Youth Sports Association many years ago, it remains to be that of the PC, even though the skatepark has been removed. No resolutions were made on any future planning.

(4)7bix. **Winter events planning – Nightmare in Market Square (31.10.24)** - It was **RESOLVED** to allow the use of the town clock for the event, and to cover the event on the PC insurance and carry out the risk assessments. MR and LR will organise the rest of the event. **Remembrance Sunday (10.11.24)** - There is currently no Vicar available for the event and JB, ZA and JLD will also be unavailable. CJ will read the names of the fallen, SM, FL and CCa will be available to help and organise. **ACTION** – Clerk to invite Youth football team/Brownies/School and organise wreath. Revd JT has suggested to JB the possibility of a small service at the Town Clock on Monday 11th November – to be discussed at the next meeting, but most of the Councillors will not be available on this day.

Christmas Lights Switch on/Santa visit (29.11.24) – MH will be invited to the next PC meeting to plan the event together.

Carols in Market Square (13.12.12) – The Silver Band is booked, other arrangements will be made nearer the time and advertising will be published in the November Newsletter.

(4)7bx. **Audit** – The Clerk reported that there will be a recommendation on producing a more detailed asset register for next year's submission.

(4)8. Correspondence / Communications received and Subsequent Resolutions

(4)8i. Charity Therapy Farm was covered in Item (4)2.

(4)8ii. Key returns for the Community Centre will be discussed at the meeting with PH/Clerk

- (4)8iii. Parked vehicles at the bottom of Brickworks Hill are a huge issue which has been reported to Cllr CD and CC. **ACTION** – Clerk to investigate options and to contact the appropriate people for a solution.
- (4)8iv. Cornish language policy – It was **RESOLVED** not to adopt this at the current time.
- (4)8vi. Emergency plan – Thanks to DCh for looking into this, and giving a brief outline. It was **AGREED** to create an emergency plan for the parish; but whilst important, it is not urgent. Therefore for future meeting agendas.
- (4)8vii. A formal complaint from RR has been made to Coastline, on strimming damage to young trees at Trenant. RR is keeping the PC updated on the outcome.
- (4)8viii. A resident has suggested parking in the field above the YSA, but unfortunately, this is not an option. Dog fouling also being an issue, highlighted by the same person **ACTION** – Clerk to place another article in the Newsletter and if it continues, the dog warden will again be requested to carry out some patrols in St Day.
- (4)8ix. Scorrier footpaths were reported overgrown; whilst the contractor has been asked to cut these, we are still waiting. **ACTION** – Clerk to remind the contractor again.
- (4)8x. It was **RESOLVED** to accept the quote for £600, for the repair to the sets in Market Square.

(4)9i. FINANCE: The following payments and receipts were approved:

July Payments	Paid	
Macsavors	Tape and keep off signs	18.65
SWPSI	Removal of exercise equipment	228.00
NK	Newsletter	898.56
St Day YSA	Rent	65.00
August Payments	Paid	
Tesco	Meeting refreshments	7.30
CKB	Lanyards	9.68
Zazzle	ID Badges	18.53
J Ede	Picnic bench repair	50.00
Aldi	Cactus Brass event	21.35
Prima Bakeries	Cactus Brass event	21.00
Bookers	Cactus Brass event	33.55
Tesco	Cactus Brass event	26.30
BC	Street cleaning	288.00
HMRC	Tax/NI	134.89
SM	Staff costs	1,564.14
Start Traffic Ltd	Pole extension and cap	106.53
Elan City	Radar speed unit	2,700.00
SWPSI	H&S inspection	79.99
CB	Reimbursement for clamps	8.66
September Payments	Agreed	
ST Day YSA	Rent	65.00
Elan City	Radar Speed Unit (insurance)	2,700.00
Brays and Kays	Pasties (CANCELLED)	(REFUNDED) 41.40
BC	Street cleaning	234.00
SM	Staff costs	1,584.32
August Income		
Lloyds Bank	Interest (July)	18.74
West Country Mobility	Newsletter advert	72.00
Lloyds Bank	Interest (Aug)	14.06
Zurich Insurance	Speed Camera Claim	2,150.00
September Income (to date)		
Cornwall Council	Precept	19,613.50

(4)9ii. Bank Reconciliations and Balances as of: 30.07.24

30.08.24

Bank Reconciliation at 31/07/2024				Bank Reconciliation at 31/08/2024			
	Cash in Hand 01/04/2024		62,906.65		Cash in Hand 01/04/2024		62,906.65
	ADD Receipts 01/04/2024 - 31/07/2024		21,219.31		ADD Receipts 01/04/2024 - 31/08/2024		23,383.37
			84,125.96				86,290.02
	SUBTRACT Payments 01/04/2024 - 31/07/2024		16,137.34		SUBTRACT Payments 01/04/2024 - 31/08/2024		21,207.26
A	Cash in Hand 31/07/2024 (per Cash Book)		67,988.62	A	Cash in Hand 31/08/2024 (per Cash Book)		65,082.76
	Cash in hand per Bank Statements				Cash in hand per Bank Statements		
	Petty Cash 31/07/2024	0.00			Petty Cash 31/08/2024	0.00	
	01-Treasurers Account 31/07/2024	3,118.95			01-Treasurers Account 31/08/2024	2,999.03	
	Current Account Instant Access Llo 31/07/2024	13,864.96			Current Account Instant Access Llo 31/08/2024	11,029.02	
	NS&I 31/07/2024	51,174.71			NS&I 31/08/2024	51,174.71	
			68,158.62				65,202.76
	Less unrepresented payments		170.00		Less unrepresented payments		120.00
			67,988.62				65,082.76
	Plus unrepresented receipts				Plus unrepresented receipts		
B	Adjusted Bank Balance		67,988.62	B	Adjusted Bank Balance		65,082.76
	A = B Checks out OK				A = B Checks out OK		

(4)9iii. It was agreed that the finance committee will meet at the beginning of October (07.10.24) to review the accounts and budget at the half-year point. **ACTION** – Clerk to book the Enterprise Centre for 11am if available.

(4)9iv. The bank mandate was signed by JB and ZA, to be added as full signatories to the Lloyds Bank accounts.

(4)10. To receive Councillors reports and items for future agenda - Each Councillor was requested to use this opportunity to report matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors were respectfully reminded that this is not an opportunity for debate or decision-making.

(4)11. External meetings attended: Clerks meeting 11.07.24; CAP 16.07.24; Police Liaison 19.07.24; GEL Liaison 24.07.24; MVRG 25.07.24; Travellers Forum 30.07.24; Hallenbeagle Community Liaison (on site) 04.09.24

(4)12. Upcoming meetings: MVRG working group 10.09.24; Wheel Maid Working Group 10.09.24; CAP Climate 24.09.24; CAP 02.10.24; Mitchell & Webber 01.10.24; Pedal Power (County Hall) 03.10.24; Finance Committee 07.10.24.,

(4)13. Confidential matters: Under the Public Bodies (Admission to Meetings) Act 1960 it is advisable in the public interest that the press and public be temporarily excluded, and they be instructed to withdraw in view of the confidential nature of the business on contracts and leases about to be transacted.

Matters Discussed: Employee Pension Scheme and Clerk's Salary Scale

Notice is hereby given that at the St Day Parish Council meeting held at the Enterprise Centre, Vogue, commencing at 7pm on the 9th September 2024, the above-named Council considered the following resolution viz:-

It was **RESOLVED** that all employees of the Parish Council shall be members of the Local Government Pension Scheme if, in any particular case, the individual makes a written request to the Council and the Council agrees to that request.

It was also **RESOLVED** that the Clerk's Salary Scale will rise from point 21 to 26; to be put into place from the 1st of December, 2024.

(4)14. Date of the next meeting: Monday 14th October 2024, at 7pm – Enterprise Centre, Vogue

The meeting closed at 9.10pm