



# ST AGNES PARISH COUNCIL

Parish Clerk: Lee Dunkley BA (Hons), MPhil, FSLCC  
Parish Rooms, 17 Vicarage Road  
St Agnes, Cornwall  
TR5 0TL

01872 553801  
[clerk@stagnes-pc.gov.uk](mailto:clerk@stagnes-pc.gov.uk)  
[www.stagnes-pc.gov.uk](http://www.stagnes-pc.gov.uk)

## Full Council meeting – 1<sup>st</sup> August 2022

Minutes of the meeting of St Agnes Parish Council as above, held at Parish Rooms, St Agnes, TR5 0TL, 19:15.

**Present:** Cllrs Rodda (Chair), Clark (Vice Chair), Barrow, D Brown, Davies, Knight, Ripper, Slater, Watson, Woolcott.

**Absent:** Cllrs Bradbury, G Brown, Bunt, Caddy, Nason, Prendergast.

**In attendance:** C Callaway, Deputy Clerk. Cwll Cllr Mitchell. 2 members of the public present.

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### 76/22 Apologies for absence

**RECEIVED** from Cllrs Bradbury, G Brown, Bunt, Caddy, Prendergast and Nason and Cwll Cllr Arthur.

### 77/22 Declarations of interest/Requests for dispensation.

Cllr Watson declared an interest - item 8; Platinum Jubilee Memory Stones.

### 78/22 Public Participation.

Mr Western and Dr Adey attended the meeting. They wished to each pose a question to the Council regarding the current climate/ecological emergency and enquire as to whether a 'Climate Action Plan' was in place. **To be placed on E & P Committee agenda for 8<sup>th</sup> August meeting. Questions to be circulated to Councillors by Deputy Clerk in advance.**

*\*Members of the public in attendance left the meeting.*

### 79/22 Cornwall Councillors' reports.

Cwll Cllr Mitchell reported on the following points:

- A dangerous chimney stack in St Agnes (which has resulted in the temporary closure of PROW 11) is being restored and the matter should be resolved imminently.
- The Hopleys bus service from Redruth to St Agnes, through Goonbell, is being reinstated (four times per day). The new timetable should hopefully be received in time to be included in the September Bolster issue.
- New Cwll Council LED streetlighting has reportedly been causing health issues for people living nearby. Anyone with similar experiences to be directed to Cwll Cllr Mitchell.
- Wheelie bins will not be routinely provided to residents by Cwll Council – see later item on seagull-proof sacks.

*\*Cwll Cllr Mitchell left the meeting.*

### 80/22 Council meeting minutes: 4<sup>th</sup> July 2022

**RESOLVED** that the [minutes](#) of the meeting of the Council as above having been previously circulated, be taken as read, approved and signed. Cllrs Clark/Ripper. Unanimous. No matters arising **NOTED**.

### 81/22 Committee meeting minutes

**NOTED** the minutes and resolutions therein of the Committee meetings as below:

- Environment & Property Committee – [11<sup>th</sup> July 2022](#) (draft)

- Planning Committee – [18<sup>th</sup> July 2022](#) (draft)

### **82/22 Schedule of Payments**

**RESOLVED** to approve as above. Cllrs Ripper/Watson. 9 voted in favour. 1 abstained: Cllr Davies. **RECEIVED** a [budget report](#).

*\*Cllr Watson left the room.*

### **83/22 Platinum Jubilee Memory Stones**

**RECEIVED** an update as above and a slide show presentation of local photographs. Cllr Rodda clarified that the proposal was for one granite 'lump' stone to be placed at the Platinum Paddock and then six plaques on native trees at specified locations around the parish. Cllrs requested that Wheal Rose be included in the proposed locations. Also, there was the suggestion of a time capsule at one/all of the locations. **RESOLVED** to proceed with the project with a maximum budget of £3k. Cllrs Ripper/Clark. Unanimous. **RESOLVED** to appoint Creative View to produce the plaques and to appoint R Pascoe & Sons Ltd to provide the granite 'lump' stone, per quotations. Cllrs Barrow/Slater. Unanimous. **E & P Manager to progress.**

*\*Cllr Watson re-entered the room.*

### **84/22 Committee Membership**

**APPOINTED** Cllr Davies to the Planning Committee. The current vacancy on the E & P Committee would be filled at the September Full Council meeting due to more Councillors being in attendance then. **E & P vacancy - deferred to September FC meeting.**

### **85/22 Internal Control 2022/23 Quarter 1**

**RECEIVED** [as above](#). **APPOINTED** Cllrs Ripper and Woolcott to undertake checks in October for 2022/23 Quarter 2. **Deputy Clerk to action.**

### **86/22 Seagull-proof sack provision**

**CONSIDERED** whether to provide as above from St Agnes Library ([1](#), [2](#), [3](#)). **RESOLVED** to proceed with the proposal at no profit and with the delivery fee being absorbed by the Parish Council also. Agreed to sell at a cost price to the public of £3 per sack, with a preliminary order of 50 sacks from Cornwall Council. Cash payments only at the library. Cllrs Barrow/Ripper. **Clerk/Deputy Clerk to pursue.**

### **87/22 Bi-monthly Library reports**

**RECEIVED** written reports from the [Library Manager](#) and the [Children's and Community Outreach Officer](#). **NOTED** appreciation and thanks to all library staff for their continued hard work.

### **88/22 Grant Awarding Policy**

**CONSIDERED** modifications and updates to the [existing policy](#) in order to inform the Clerk's review. Cllrs agreed that this was already an excellent policy and considered watertight. No changes were considered necessary and it was emphasised that each individual grant application would be judged on its own merits every time. **Clerk to action.**

### **89/22 Update: Certificates of Recognition working group**

**RECEIVED** as above. Recommended that the application form should also contain the nominee's title and the request for as many of the nominee's details as possible i.e not necessarily *all* of their details. Application forms would be accessed via the Council's website. Each application would be considered on its own merits by a small Working Group of Cllr

Rodda, Cllr G Brown, the Clerk, Deputy Clerk and the E & P Manager. Criteria for successful applicants would be developed by the Working Group and deferred to their judgement. Awards to be given annually at the Annual Parish Meeting in April. Also agreed to purchase frames in bulk from a supplier such as Amazon. **RESOLVED** to accept the recommendations as detailed above. Cllrs Barrow/Slater. Unanimous.

Cllr Rodda/E & P Manager to progress.

#### **90/22 Update: Emergency centres and Emergency Plan**

Update provided by Cllr Clark, detailing that she had recently met with the Cwll Council Emergency Management Officer and will call a Working Group meeting to discuss his recommendations/suggestions. A telephone cascade list was suggested as useful, being mindful of GDPR regulations. Cllr D Brown to obtain information from work colleagues as to what the emergency services would find helpful from us in an emergency situation – DB to report back at September FC meeting.

#### **91/22 Items for Bolster magazine**

**RECEIVED** suggested items: Seagull-proof sacks; Certificates of Recognition; Cllr Slater's long service & resignation (photo); Hedgerows should be cut back to landowner's boundary and not obstruct pavements.

#### **92/22 Notification of meeting/Suggested items for agenda: 5<sup>th</sup> September**

**NOTED:** Grant awarding policy review resolution; Emergency Plan update; Re-starting of Cllr surgeries at the library once per month; Vacancy on E & P Committee; Overgrown hedges (for aft E & P agenda - September).

#### **93/22 Reports from Council representatives**

**NOTED** the following reports:

- Cllr Rodda attended the Friends of St Agnes Library meeting – request for Councillor Surgeries to resume.
- Cllr Slater attended his last Local Improvement Committee meeting (now resigned). The car park at the beach will be pay & display from next year. LIC is in its centenary celebration year. The question was raised as to whether the LIC would like a replacement representative from the Parish Council. Deputy Clerk to write to the LIC and enquire.
- Mount Hawke Millennium Green Summer Fete was a great success, despite the weather, and funds of £1040 were raised.
- Cllr G Brown confirmed as Community Network Panel replacement for Cllr Slater.

#### **94/22 Public Bodies (Admissions to Meetings) Act 1960.**

**RESOLVED** that in view of the confidential/special nature of the business about to be transacted it is advisable that the press/public be excluded and instructed to withdraw during discussion on the following items: None.

Meeting closed at 20:45.

## Appendix A: SCHEDULE OF PAYMENTS

Cornwall Council	By election recharge (uncontested) - Mount Hawke ward	£262.48
Initial W/Room		
Hygiene	Waste management to October 2022 - Public toilets	£486.09
C Belsito	Vehicle mileage - Library community outreach work undertaken in June	£18.23
Swift Janitorial		
Supplies	x24 packs of toilet tissue/toilet cleaner/alcohol hand rub etc - public toilets	£1,222.42
	Trelawny Road car parking ticket enforcement (June 22) incl mileage.	
Cornwall Council	Contract	£138.60
Shelter Solutions	Replace Chiverton bus shelter. Minute EP17/21. Insurance claim refund due	£6,758.00
Viking	x3 mini year planners 2023	£22.02
	Recruitment for new Facilities Operative/Third Asst Handyperson. Minute	
Meta (Facebook ads)	71/22	£1.82
	Repairs @ 3 toilet sites and work to taps @ Library. Urgent works - Clerk	
Steve Opie Plumbing	approval	£804.00
Macsavors Ltd	Bags of tarmac/storage bins/sealant gun etc per invoice. Trade account	£144.85
Cornwall ALC Ltd	Chairmanship training 5/7/22 - Cllr Rodda	£24.00
Cornwall ALC Ltd	Chairmanship training 12/7/22 - Cllr Clark & E & P Manager	£48.00
Viking	Laminating pouches/A3 paper/stamps/batteries	£120.28
Brunel Engraving Co		
Ltd	Brass memorial bench plaque, as requested	£54.48
B E White	Accounting support per contract - Quarter 1 2022/23	£675.00
S D Garden Services	Footpath cutting per contract, per itemised invoice	£1,259.19
	Local media advertising - Facilities Op/Asst Handyperson vacancy. Minute	
Reach Publishing Ltd	71/22	£540.00
C Belsito	Vehicle mileage - Library community outreach work undertaken in July	£27.00
Mitchell & Webber Ltd	Annual service of oil boiler at the Library. Clerk	£143.92
SeaDog IT	On-site photographic shoot of staff/Cllrs for website & graphic design. Clerk	£455.00
	Licence to Excavate - Installation of new speed sensor poles. Minute	
Cornwall Council	EP172/21	£237.00
Atlas Tree Services	Emergency works to Ash trees (felling) at St Agnes Museum. Clerk	£725.00
Viking	Batteries (Library)/punch pockets/self-adhesive labels	£18.77
Clive Kalber	Cemetery maintenance & grave digging - July 2022	£1,243.33
Norman Electrics Ltd	Supply & fit replacement alarm kit - Porthtowan toilets (original faulty). Clerk	£141.17
Printout Printing	Discounted Bolster advert for Facilities Op/Asst H/person vacancy. Minute	
Services	71/22	£57.00
Brazier Ext Cleaning	Window cleaning at Parish Rooms/Library/x3 public toilet sites - July 2022	£95.00
IPS Group (UK) Ltd	Card transaction fees for parking meters + secure wireless data - July 2022	£182.04
Staffing costs	Total expenditure - August 2022	£29,017.43
<u>PETTY CASH RECORD</u>	July 2022 total - £9.40	
<u>LIBRARY TAKINGS</u>	July 2022 - £135.70	
<u>RECEIPTS</u>		
Car park card		
payments	678 card payment transactions - Trelawny Road C/P parking meters - July	£2332.00

Car park cash payments	Trelawny Road C/P cash received in parking meters from 14/6 - 15/7	£1,091.76
Car park donations	Porthtowan collection	£122.89
M Carveth	Burial (Saturday funeral - 50% surcharge)	£750.00
D Dyer Memorials	Memorial inscription	£25.00
D Dyer Memorials	Headstone permit	£70.00
Tresise & Baldwin		
Mems	Memorial inscription	£25.00
HMRC	Q1 2022/23 VAT repayment	£6,069.93
Allotment holder	New allotment half plot take up at Mithian site (deposit & pro rata lease)	£31.25
Allotment holder	New allotment half plot take up at Mithian site (deposit & pro rata lease)	£35.40
	Local Authorities Property Fund - Quarterly dividend receipt. Q1 April - June 2022	£867.36
CCLA		
Car park donations	Porthtowan collection	£181.31