



ST AGNES PARISH COUNCIL

Parish Clerk: Lee Dunkley BA (Hons), MPhil, FSLCC
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Full Council meeting – 3rd April 2023

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, Bradbury, D Brown, G Brown, Caddy, Kimberley, Porter, Ripper.

Absent: Cllrs Bunt, Davies, Nason, Watson, Woolcott.

In attendance: L Dunkley, Clerk. 1 member of the public.

239/22 Apologies for absence.

RECEIVED from Cllrs Bunt, Davies, Nason, Watson, Woolcott.

240/22 Declarations of interest/Requests for dispensation.

Cllr Barrow declared an interest in item 12: Porthtowan Valley Common Land registration.

241/22 Public Participation. None.

242/22 Cornwall Councillors' reports.

Cllr Clark relayed a note from Cwll Cllr Arthur that he attended the Passmore Edwards event in Blackwater.

Cllr Rodda relayed a note from Cwll Cllr Mitchell that he attended the Passmore Edwards event in St Agnes.

243/22 Council meeting minutes: 6th March 2023

RESOLVED that the [minutes](#) of the meeting the Council having been previously circulated, be taken as read, approved and signed. Cllrs D Brown/Caddy. 5 in favour, 5 abstained: Cllrs Barrow, G Brown, Kimberley, Porter, Ripper. No matters arising **NOTED**.

244/22 Committee meeting minutes

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

- Environment & Property Committee – [13th March 2023](#) (draft)
- Planning Committee – [20th March 2023](#) (draft)

245/22 Schedule of Payments

RESOLVED to approve as above. Cllrs Clark/Ripper. Unanimous. **RECEIVED** a [budget report](#).

246/22 Presentation: Community Roots

RECEIVED as above from A Pickup, updating on the project over the last year. Up to 40 volunteers, comprising a wide variety of ages and abilities, are turning out for regular volunteer days which run each week. The project creates a space for people and community, as well as for growing vegetables. The Veg Bag scheme launched in June 2022 and will be expanding this again in June 2023. This provides Veg Bags to local people on a tiered pricing system so those people can opt to pay more and subsidise those that cannot afford the standard price. Money brought in helps to fund the project, though there is a need for grants to assist for the foreseeable future.

247/22 Grant request: Community Roots

RECEIVED as above ([1](#), [2](#), [3](#), [4](#)) for £2,500 towards the Community Roots Community Supported Agriculture project. **RESOLVED** to award £2,500. Cllrs Ripper/Caddy. 9 in favour, 1 abstained: Cllr Clark.

248/22 Grant request: Young People Cornwall

RECEIVED as above ([1](#), [2](#), [3](#)) for £3,000 towards the St Agnes Parish Youth Project delivery. It was noted that the Project should, and is, working on fundraising activities in conjunction with pursuing grants. **RESOLVED** to award £2,000. Cllrs Clark/G Brown. 8 voted in favour, 3 abstained. Cllrs Bradbury, Caddy, Porter. **Clerk to liaise with PYP group regarding fundraising with young people.**

249/22 Update from Cornish Lithium PLC regarding queries raised at EP162/22

NOTED as [above](#).

**Cllr Barrow left the meeting*

250/22 Porthtowan Valley registration of common land

RECEIVED a notification [as above](#) and **RESOLVED** to note and make no representation. Cllrs Ripper/G Brown. Unanimous.

**Cllr Barrow re-entered the meeting*

251/22 Laptop for Parish Clerk

RECEIVED quotations ([1](#), [2](#), [3](#)) and **RESOLVED** to purchase via Datasharp. Cllrs Clark/Kimberley. Unanimous.

252/22 Byelections update

RECEIVED as above ([1](#), [2](#)).

253/22 Annual Parish Meeting: 21st April

NOTED [plans](#) as above. **Clerk to arrange publicity/posters.**

254/22 Bi-monthly Library reports

RECEIVED written reports from the [Library Manager](#) and the [Community Outreach Coordinator](#). Thanks were given to both officers.

255/22 External fundraising for defibrillator

RECEIVED [correspondence](#) per above and **CONSIDERED** the Council's position. Cllr Kimberley to research and collate information on current defibrillator provision in the parish and to bring back for Full Council consideration. In the meantime the Council consider that the external fundraising offer should be responded to favourably and that monies raised should go to a new defibrillator once the Council have verified the most suitable location. **Cllr Kimberley to action; Clerk to respond.**

256/22 Update: Coronation of King Charles III

RECEIVED as above regarding commemorative events. **RESOLVED** to fund the provision of entertainment up to the value of £150. Cllrs D Brown/Barrow. Unanimous. Cllr Barrow confirmed that the Porthtowan community will also be holding commemorative events.

257/22 Update: Emergency centres and Emergency Plan

RECEIVED as above from the working group. The group are working on the final draft. **Cllr G Brown to circulate latest version to Cllrs.**

258/22 Notification of meeting/Suggested items for agenda: 2nd May 2023

NOTED: Election of Chair and Vice Chair; Committee Membership; General Risk Assessment; Emergency Plan update and resolution; Future communication/newsletter; List of defibrillators in the Parish (June); PYP presentation (June).

259/22 Reports from Council representatives

NOTED the following reports:

- Cllr G Brown attended the recent Community Network Panel meeting; Saints Trails and A30 updates were given and CC are yet to circulate. At the CNP meeting Cllr G Brown expressed disappointment that new Community Area Partnership is expansive and incorporates Newquay. The Parish Council have been invited to a meeting in Mawgan Porth on 6th April. Cllr Clark to attend.
- Blackwater Village Trust have passed on thanks for funding towards coronation commemorative events.
- The Cornwall Council Climate Change Emergency Development Plan has now been formally adopted – and is an extension of the Cornwall Local Plan. The Planning Committee will be kept informed.
- Passmore Edwards celebrations were aired on TV from Blackwater and were well attended. The following Spring Fair was also a very successful event.

260/22 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: Quotations/Contracts. Cllrs Clark/Ripper. Unanimous.

261/22 Energy quotations/contracts

RECEIVED as above and **RESOLVED** to enter contracts with British Gas Lite and SSE per the recommendations within the report. Cllrs Ripper/Clark. Unanimous.

262/22 Insurance renewal quotation

RECEIVED as above and **RESOLVED** to renew with Aviva via Rowett Insurance for three years. Cllrs Ripper/D Brown. Unanimous.

Meeting closed at 20:40.

Appendix A: SCHEDULE OF PAYMENTS

SLCC	Annual membership fee to April 2024 - L Dunkley	£501.00
Cornwall Council	Trelawny Road car parking ticket enforcement (February 2023) including	£55.80
Certas Energy UK Ltd	Oil for Library heating system. Clerk. Quotes acquired below:	£765.98

Company	Price per ltr
Certas	72.95
Mitchell & Webber	76.67
Opie Oils	87.95

St Agnes MMI	Grant payment, as approved. Minute 221/22	£350.00
Blackwater Vill Trust	Grant payment, as approved. Minute 222/22	£150.00
IPS Group (UK) Ltd	12 month maintenance contract to Feb 2024, as agreed. Minute 204/22	£840.00
Swift Janitorial Supplies	Additional soap dispenser (public toilets) to complete previous order	£16.79
Kernow Training Ltd	Maintenance training: Brushcutter/Leaf Blower/ etc Minute H51/21	£1,250.00
Macsalvors Ltd -Trade	Cutting workwear/socket & adaptor/wood & wood screws/hammerite	£127.54
Halfords.com	Front dash cam for Council Peugeot van. Clerk	£224.00
Steve Opie Plumbing	Callout to attend to Library oil boiler. Clerk	£96.00
IPS Group (UK) Ltd	X1 box of pay & display ticket machine rolls for Trelawny car park	£147.00
Amazon	A1 clear plastic wallets for PROW maps - Maintenance Team. Clerk	£9.19
Screwfix (Trade UK)	Cable lock/clear silicone - Handyperson (Inc credit for white silicone)	£10.35
C Belsito	Vehicle mileage - Library community outreach work undertaken in Feb	£6.39
Printout Printing Servs	X2 full pages in the Bolster Paper (x1 colour and x1 black & white)	£156.00
Screwfix (Trade UK)	Mortar/filter/waste adaptor - Porthtowan WCs. Parish Handyperson	£22.77
Viking	Kettle (Library)/ sponges (Facilities Team)/various stationery (Office)	£140.08
Parishioner	Refund fees - surrender of x2 pre-purchased ashes plots at St Agnes Cem	£810.00
M A Grigg Ltd	Materials for outside improvements - Flat, Vicarage Rd. Min EP62/22	£526.54
Amazon	X3 packs of A4 frames for Certificates of Recognition. Minute 89/22	£47.97
Cornwall ALC Ltd	Training for Cllrs: Finance - J Clark £36. Social Media - D Rodda £36	£72.00
Bookspace (online)	Set of 5 'Feature Fillers' for Library shelving. Clerk	£97.20
Clive Kalber	Cemetery maintenance and grave digging - March 2023	£1,615.00
C Belsito	Vehicle mileage - Library community outreach work in March	£34.23
Contract Sign Systems	X2 aluminium 'Grass Cutting' signs for PROW cutting. Min 228/22	£48.00

PETTY CASH RECORD March 2023 total - £38.57

LIBRARY TAKINGS March 2023 - £91.55

SCHEDULE OF PAYMENTS TO 3RD APRIL 2023

Atlas Tree Services	Works to trees in St Agnes Garden of Rest. Minute EP175/22	£785.00
Kernowek Gardeners	Open spaces cutting per contract. X1 cut February & x1 cut March	£720.00
Initial W/Room Hyg	Quarterly waste management at public toilets to July 2023	£494.65
Saint Agnes Singers	Performance at MMI on Coronation Day. Min 256/22	£65.00
SLCC Enterprises Ltd	Management in Action Conference - 20th/21st June. Minute H46/22	£596.80
IPS Group (UK) Ltd	Card transaction fees for parking meters + wireless data - March 2022	£112.20
Staffing costs	Total expenditure - April 2023	£26,882.57

RECEIPTS

Car park card pymnts	290 card payment transactions - Trelawny Rd C/P parking meters – Mch	£672.00
Car park cash income	Trelawny Road C/P - cash received from 28/2/23 - 31/3/23	£323.20
RingGo (Park Now Ltd)	Income from car park pay & display charging via RingGo app - February	£402.95
Car park donations	Porthtowan collection to 31/3/23	£50.01
Tresise & Baldwin	X2 memorial inscriptions @ £30 each	£60.00
IPS Group (UK) Ltd	Refund of invoice 23/12/21 for coin boxes for pay & display machines	£300.00
M Carveth Funerals	Burial	£1,000.00
F Wearne & Sons	Memorial request (headstone)	£80.00
Parishioner	Purchase of cremation plot	£450.00
M Carveth Funerals	Burial	£1,000.00
M Carveth Funerals	Burial (re-open grave)	£500.00
Martin & Sons Masons	X2 memorial requests (headstones) @ £80 each	£160.00
Allotment holders	X4 second instalments of lease payments for half plots @ allotment sites	£100.00