



A-barth Onan Hag Oll! Representing One and All

REPORTS FOR JANUARY 2022 MEETING

SEG report for SPC 18th Jan. 22

1. **The Heat the Streets project.** Because the public meeting on 4th Dec had to be cancelled due to Covid, Kensa Utilities decided to hold a mid-day Zoom public meeting on the 16th Dec. to inform people about the project. I did the intro to this meeting mentioning how SEG and the Parish Council supported Kensa Utilities with their funding application. The meeting focused on the basics of the project and didn't enlarge much. There are now about 200 people who have expressed an interest. There was a Q&A session after Kensa Utilities' presentation. I think about 20 people attended the meeting.
2. **PV/ battery system for TSC** The PV/battery system for The Stithians Centre is up and running although there are some public display screen issues to be resolved. Up to Christmas the system has produced 7,000kWh (7,000 units about £1,400) equivalent to 1.8 tonnes carbon saved or 82 trees planted.
3. **Support other groups ('U' on 23 point plan)** Two climate groups have contacted me recently to discuss what Stithians is doing regarding climate mitigation, Farington Gurney (FG), Somerset, and Portreath. I spent an hour talking to FG about what we have been doing to give them some ideas. Portreath is a group I met through CPIR Climate Group. They now have an action plan and want to discuss how to move forward. I will be talking to them this evening. Maybe Stithians can adopt some of their action plan.
4. **Booklet** Ashley Wood has obtained £500 from Cornwall Food and Farming Group (CFFG) for a reprint of the climate change booklet. I am currently working on an updated version of this with some suggestions from Ashley.
5. **Farming Event at Royal Cornwall Showground** Ashley Wood informs me that Cornwall Food and Farming do not want to proceed with the large farming event we were planning at the RCS.
6. **Chacewater Community Energy Group (CCEG) Ideas Day** On 28th April CCEG are holding an ideas day to explore the possibility of a publicly owned Cornwall Green Energy Company. Although I think this might be ambitious and that more smaller community owned groups might be more practical, it's worth attending to see what the possibilities are. CCEG has invited one or two. I will be attending and would welcome one other.
7. **Speed limiters**
All new cars will have speed limiters in 2022. These work by using a speed sign – recognition camera and/or GPS linked speed limit data to automatically limit the speed of the vehicle. I'm just flagging this one up because the PC might want to ensure additional speed limits are in place.
8. **Next SEG meeting** Zoom meeting on 24th Jan at 7.00pm. PC members invited. Also invited after a long chat on the phone, is Paul Gluyas of Pencoose farm



A-barth Onan Hag Oll Representing One and All

Clerk / RFO's Report for Meeting on 18th January 2022

9.1 Council's Current Financial Position

Decision Required:

To note the Council's current financial position.

Report:

The Council's financial position as at 31st December 2021 are detailed in the attached appendices.

I do not propose to elaborate further on these Appendices but will be pleased to address any matters that Members may wish to raise at the meeting.

9.2 Update on transfer of Accounts to Scribe Accounting Software

For information and noting.

Report:

The accounts for the period 1st April – 31st December have been successfully transferred to Scribe, each month's transactions have been reconciled along with the VAT account. The system appears to be working well.

Updating the Asset Register is on – going.

There is further work required on the Budget settings and Reserves within the system.

I have attached copies of the financial reports that will be provided for future meetings:

- Bank Reconciliation Report for the month ending prior to meeting
- Payments requiring Authorisation – these details the payments that have been made or are to be made since the last meeting which require Council authorisation.
- Summary Report – Details all Income & Expenditure

I will be pleased to answer any questions the Members may have regarding content and format.

9.3 Additional Signatory for Lloyds Bank Account

Decision Required

To nominate Member to be authorised signatory for the Lloyds Bank Account and have access to Internet Banking.

As John has now retired Council require an additional Member to become authorised signatory for the Lloyds Bank Account and have access to Internet Banking.

Appendix 1 to AGENDA ITEM 9.1

STITHIANS PARISH COUNCIL

FINANCIAL STATEMENT for 2021 - 2022

EXPENDITURE



Financial Position as at 13 January 2022

	Budget	Spend to Date	Current Balance
Finance & Administration			
Grants	300.00	50.00	250.00
Grant to MVRG	100.00	0.00	100.00
Public Relations	200.00	0.00	200.00
Printing of "Spotlight"	500.00	93.99	406.01
Maintenance of Website	1,210.00	925.00	285.00
Maintenance of Cemetery Admin System	100.00	85.00	15.00
Clerk's Gratuity	200.00	Transferred to Clerk's Gratuity Reserve	
Hire of Hall in Stithians Centre	550.00	419.75	130.25
Hire of Office in Stithians Centre	0.00		0.00
Election Expenses	0.00	0.00	0.00
Clerk's Salary	24,000.00	19,294.02	4,705.98
Clerk's NI (Employer's) Contributions	2,320.00	1,126.10	1,193.90
Clerk's Pension (Employer's) Contributions	505.00		505.00
Administration of PAYE	144.00	0.00	144.00
Admin Expenses	700.00	713.11	-13.11
CALC/NALC Subscription	700.00	682.20	17.80
SLCC Subscription	300.00	596.00	-296.00
Membership of ICCM	100.00	0.00	100.00
Annual Data Protection Fee	50.00	40.00	10.00
Contribution to Computer & Software Fund	0.00	0.00	0.00
Internal Audit Fees	400.00	401.00	-1.00
External Audit Fees	400.00	400.00	0.00
Chairman's Allowance	100.00	0.00	100.00
Subsistence & Travelling for Members	100.00	0.00	100.00
Insurance	1,950.00	2,518.44	-568.44
Training for Clerk & Cllrs	440.00	332.44	107.56
Bank Fees	0.00	0.00	0.00
Neighbourhood Development Plan	500.00	0.00	500.00
Contingency Fund	500.00	13.00	487.00
Contribution to General Reserve	0.00	Monies transferred to General Reserve - See Below	
Sub Total	36,369.00	27,690.05	8,478.95 +Reserves = 8,678.95
Planning			
Travelling & Subsistence	50.00	0.00	50.00
Training/Seminars	100.00	0.00	100.00
Sub Total	150.00	0.00	150.00
Environment, Highways & Footpaths			
EMC - Highway Verge Maintenance	1,433.97	1,075.32	358.65
EMC - Litter Clearance	1,727.01	1,331.67	395.34
Litter Clearance Materials	100.00	91.75	8.25
EMC - Haverigg Cemetery Maintenance	614.27	460.89	153.38
EMC - Lower Churchyard Maintenance	921.41	691.29	230.12
EMC - Closed Churchyard Maintenance	1,126.83	844.92	281.91
EMC - Meadowside Cemetery Maintenance	1,535.68	1,446.56	89.12
Meadowside Cemetery Maintenance Materials	500.00	50.82	449.18
EMC - Meadowside Cemetery - Locking & Unlocking	367.56	91.89	275.67
Meadowside Cemetery - NNDR	800.00	0.00	800.00
Water Supply - Cemeteries	100.00	68.87	31.13
EMC - Toilet Cleaning	1,059.36	1,514.70	-455.34
Toilet Cleaning Materials	300.00	232.69	67.31
NNDR Toilets	400.00	0.00	400.00
Electricity - Toilets	450.00	197.33	252.67
Water & Sewage - Toilets	450.00	317.27	132.73
EMC - Footpath Maintenance	2,355.37	1,766.61	588.76
Extra FP Maintenance & Waymarking	600.00	0.00	600.00
Toilet Repairs & Maintenance	500.00	567.48	-67.48
Costs Associated with Village Ggreen Status	300.00	0.00	300.00
Emergency Plan	300.00	0.00	300.00
EMC - Longdowns Bus Shelter Cleaning	307.14	230.40	76.74
Bus Shelter Repairs & Maintenance	700.00	2.16	697.84
EMC - Crelow Fields Amenity Area Caretaking	562.91	422.46	140.45
EMC - Crelow Fields Amenity Area Grass Cutting	562.91	422.46	140.45
EMC - Crelow Fields Amenity Area Hedge Trimming	358.49	268.83	89.66
EMC - Weed Treatment	461.21	355.60	105.61
EMC - Maintenance of Notice Boards	100.00	74.97	25.03
Maintenance of Grit Bins	500.00	62.89	437.11
EMC - Maintenance of Speed Signs	604.20	461.69	142.51
Sub Total	20,098.32	13,051.52	7,046.80 +Reserves = 7,046.80
Playing Field Maintenance			
EMC - Playing Field Caretaker	7,578.68	5,683.86	1,894.82

STITHIANS PARISH COUNCIL

FINANCIAL STATEMENT for 2021 - 2022

EXPENDITURE



Financial Position as at 13 January 2022

	Budget	Spend to Date	Current Balance
Water	300.00	80.26	219.74
General Maintenance Expenses	1,800.00	1,838.58	-38.58
Annual Painting/Staining of Equipment	750.00	750.00	0.00
EMC - Playing Field Grass Cutting	4,007.86	3,005.91	1,001.95
EMC - Playing Field Hedge Trimming	511.56	384.03	127.53
Lease from Glebe	750.00	300.00	450.00
Annual Safety Inspection	240.00	210.00	30.00
Signage for Playing Field	200.00	0.00	200.00
Contribution to Pavilion Replacement Fund	5,000.00	Transferred to Pavilion Redevelopment Fund - See Below	
Contribution to Playing Field Development Fund	3,000.00	Transferred to PE Replacement Fund - See Below	
Contribution to Tennis Court Fencing Fund	2,000.00	Transferred to Tennis Court Fencing Fund - See Below	
Contribution to Longdowns Play Area Fund	1,000.00	Transferred to Longdowns PA Fund - See Below	
Repairs to PF Car Park Surface	0.00	0.00	0.00
Electricity for Footpath Lighting	300.00	209.39	90.61
Sub Total	27,438.10	12,462.03	3,976.07 +Reserves = 9,276.07

Playing Field Development Project

Public Works Loan Board			
Repayments on £50k Total Loans 1 & 2	3,679.90	2,534.58	1,145.32
Sub Total	3,679.90	2,534.58	1,145.32

Stithians Centre Development Project

Public Works Loan Board			
Repayment on £20k Loan 3	1,566.72	1,566.72	0.00
Repayment on £20k Loan 4	1,566.74	783.37	783.37
Sub Total	3,133.46	2,350.09	783.37

GRAND TOTAL 90,868.78 58,088.27 21,580.51

Other Expenditure:

VAT 3,249.84

Expenditure from Reserves:

Playing Field Development Fund	6,145.00	36,312.02
General Reserves	2,211.95	27,207.28
Pavilion Replacement Fund	0.00	45,167.05
Tennis Court Fencing Fund	0.00	6,240.07
Longdowns Play Area Fund	0.00	7,500.00
Computer & Software Fund	1,222.50	158.50
Community Fund	0.00	424.42
Clerk's Gratuity	9,256.46	0.00
Neighbourhood Development Plan Fund	0.00	0.00
Stithians Institute Community Fund	3,845.00	39,875.11
OVERALL TOTALS	90,868.78	84,019.02 184,464.96

Overall Total Income 88,223.55 102,268.27

Surplus/Deficit of Income/Expend. -2,645.23 18,249.25

VAT Expenditure:

Finance	567.15
Planning	0.00
Environment, Highways & Footpaths	213.82
Playing Field Maintenance	326.19
Computer Fund	244.50
Tennis Court Fencing Fund	0.00
Longdowns Play Area Fund	0.00
General Reserves	435.18
Playing Field Development Fund	1,094.00
Pavilion Replacement Fund	0.00
NDP Fund	0.00
Community Fund	0.00
Stithians Institute Community Fund	369.00
TOTAL	3,249.84

VAT Income to Date: 2,227.41 Including £126.39 from 2020/21
VAT to be Claimed: 1,148.82

0.00 Check with VAT Claim



STITHIANS PARISH COUNCIL

RECONCILIATION OF BALANCES

Starting Balance	187,047.69
Plus Income to Date	102,268.27
Less Expenditure to Date	84,019.02
Balance	205,296.94
Represented by:	
Current Account	5,341.57
Business Call Account	199,955.37
Total	205,296.94

13 January 2022
00 January 1900

Balance as at 31/03/20 B/F	
Business Account	185,438.71
Current Account	1,608.98
Less o/s Cheques	0.00
	187,047.69
	187,047.69

Note: The above Balance of
includes the following Reserves:

General Reserve	27,207.28
Playing Field Development Fund	36,312.02
Pavilion Replacement Fund	45,167.05
Tennis Court Fencing Fund	6,240.07
Longdowns Play Area Fund	7,500.00
Harold Phillips & Albert Collins Legacies	10,572.37
Computer & IT Fund	158.50
Community Fund	424.42
Neighbourhood Development Plan Fund	0.00
Stithians Institute Community Fund	39,875.11
Total Reserves	173,456.82

UNALLOCATED BALANCE

To finance budgeted expenditure

31,840.12

Contains Monies Ring Fenced for Specific Purposes, leaving 14,910.33 available
Contains Donations received for New Play Equipment totalling 6,315.27 to date

Interest Ring Fenced for Playing Field Development Fund. Capital remains in perpetuity

This Fund is Earmarked for use on Community Projects

This Fund is a Grant Earmarked for use in connection with the NDP. Any monies unspent at 31/03/22 must be returned

This Fund is Earmarked for Community Projects, subject to the agreement of the Institute Trustees

AGENDA ITEM 10.1

This is a list of current Planning Applications prepared for the convenience of Councillors and is not included here. Anyone wishing to see it may do so upon application to the Clerk.



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These notes are presented to the meeting for noting

**NOTES OF ENVIRONMENTAL MANAGEMENT CONTRACT PROGRESS MEETING
HELD BY ZOOM ON MONDAY 10th JANUARY 2022**

Present:

JT Councillor Mrs J Thomas – Environment Portfolio Holder

PCB Councillor P Blease – Chairman of the Council / Playing Field Portfolio Holder

TM Tyrone Martin – EMC Contractor

MWJ – Councillor Mark Whitbread-Jordan -

JER Jane Richards - Clerk

Colours indicate action required by that person.

The notes of the meeting held on

1st November were used as basis for the agenda with other items added as necessary.

1. PLAYING FIELD:

Items Previous Meeting Update:

Several items from the notes of the last meeting have been addressed and therefore do not appear here.

- a) **Junior Slide:** *Report findings reviewed; it was agreed that **TM** would secure 'wooden arches' to the framework to reduce movement. Remedial work on the timber would be scheduled during the winter months, **TM** to continue to monitor condition at weekly inspections and report accordingly. – UPDATE: materials purchased, work yet to be completed. Must be prioritised and completed asap - **NOW COMPLETED***

JT** suggested that she contact Hamish at 'Groundscrew' to investigate what works they may be able to complete to strengthen the structure - agreed that this was a positive step – 01/11/21 UPDATE: JT informed the meeting that Hamish had looked at the slide and said that he wouldn't be able to do anything to it. Meeting agreed to inspect the slide at the end of the meeting. Following inspection, it was agreed that **TM** should repair the areas that had rotten with appropriate filler, the posts to be capped and the posts treated. The slide to be monitored and review at next annual inspection. **TM** to provide quote for work. **Quote Labour Costs: £55.00 – approved .

10/01/2022 Update – work to be scheduled during winter months – weather permitting.

- b) **Roundabout:** - *Considerable wear in bearings/shaft. **TM** completed repairs and roundabout now serviceable - continue to monitor. UPDATE: Clearing of weeds and grass around the perimeter surface to be done and matting to be replaced. – **OUTSTANDING.** Cost of replacement safety matting to be advised.**TM.***

***06/09/21 Update:** JT has contacted Simon to discuss the possibility of welding the base plates, unfortunately this is not an option. **TM** to source appropriate materials to cost repair. Safety Mats: - £371.40 (incl vat), Labour: £125.00, total charge: £496.40. UPDATE: 04/10/21: Costs approved; matting ordered / received. **TM** – Repairs to be*

completed dependent on weather. Continue to monitor condition. **WORKS OUTSTANDING – advised to be completed asap. UPDATE – WORKS NOW COMPLETED**

Big Slide – painting outstanding. **TM. 10/01/2022 Update – work to be scheduled during winter months – weather permitting.**

- c) **Zip Wire:** – Cable spring cracked and brake on running gear requires further maintenance. Members agreed that this equipment was still serviceable and able to be used. To investigate possible solutions. Contact Mr 'Zip wire' – and approach other local clerks to see who they use for repairs. **JER**, Contacted Gwennap – they currently have a contract with Greens grounds & Trees who complete a monthly inspection of their playpark and as part of the contract they undertake repairs. also **MWJ** to approach resident -JB to see if he would be happy to offer some advice and or complete a repair — **outstanding.**
06/09/21: Update: Spring & brake have been replaced; unfortunately, further issues identified - excessive movement to the supporting poles at the platform end and support bolt bent. **JER** to send Video & photographs to installer – Mr Zipwire – Email sent 06/09/21 awaiting response. Zip wire remains out of action. 13/09/21 – Response received from Mr Zipwire who is to visit site within 2 weeks – date to be confirmed. **04/10/21: Update:** Chasing Email sent 20/09/21 & 29/09/21. Messages left on Office & Mobile Telephone Numbers – no response to any of these.
01/11/21: MrZipwire visited site on 28th & 29th October and completed remedial works, remains out of use to allow cement to set & ground to settle Zipwire to be reinstated week commencing 8th November. **TM to level grassed area around base of posts.?** Mr Zipwire visited and works completed.
10/01/2022 Update – Zipwire now back up and running.
- d) **BMX Track** – Works to be completed to reinstate and improve the jumps on the BMX track Toby Smith has volunteered to undertake the work and engaged the assistance of Kieran. Burley, a digger would be required to complete the work, at a cost of £200 for the day. (**£150 hire + fuel**).
06/09/21 SPC approved expenditure - MINUTE: 15/07/21. **Work Outstanding**
BMX Track – waste material, including concrete, dumped on BMX track, Mr Zipwire has agreed to either cover the cost of removal or complete work himself. **TM investigating work and either provide quote for work or advise outside of his scope of work**
10/01/2022 Update – additional work required due to waste material being dumped on one of the jumps – RT has agreed to cover costs for removal - TM to invoice direct and work to be completed.
- e) **Pavilion:** - The future of the building was discussed at the January 2021 PC meeting when it was resolved to inform the RFC that the building had reached the end of its useful life and that they would need to find alternative accommodation for the next season JVC sent this letter by e-mail on 22nd January and at the time of this meeting, had still received no response. It was noted that it had been decided at the February Council meeting to demolish the building. This will be further considered after the forthcoming Council elections.
06/09/21 – Update Review now under way – **(PCB)**. Demolition notice temporarily rescinded whilst other alternatives being investigated.
05/10/21 – Update: Tyrone reported that some slates had come off roof -it was agreed that this would be monitored and if any further damage the area would be cordoned off.
10/01/2022 Update – Structural engineer has visited site to look at pavilion, further details to follow.

- f) **All Signs Displayed?** *Discussed what signs are missing / need replacing. Agreed that a review of all signs to be completed and look at other ways of displaying them – JER to obtain quotes for noticeboards and report to Full Council Meeting – outstanding.*
05/10/21: Update: notice board size sufficient to hold at least 6 x A4 sheets, lockable, plain frame. **JER** to present report to October Full Council. **REPORT PREPARED.**
01/11/21: In accordance with resolution at FC, meeting reviewed options - it was agreed that 2 x Notice Boards be ordered from the Notice Bard Company, to be installed at main entrance to Playing Field and at Rugby Field Car Park.
05/11/21: UPDATE – Noticeboards ordered. UPDATE: Noticeboards delivered December 2021, to be installed
- g) **Litter Bins:** *The oil drum litter bins beginning to look a little unsightly, to consider replacing with suitable alternative, consider 3 bins, 2 for Playing Field (main field and next to Youth Shelter) and 1 next to Skate Board Park. – JER to investigate cost.*
05/10/21: UPDATE – Preliminary Costings: Gladson Combo 140 Litre Waste Bin - £318.66, Large Aperture Litter Bin - £380.55, Elipsa Litter Bin – 70 Litrs - £136.50. report to Full Council. **REPORT PREPARED & ATTACHED**
Full Council decided to place this matter on hold to the New Year to allow further consideration.
- h) TM reported that he is having to spray over 'grafitti' on the youth shelter at least 3 times a week, agreed: continue to spray over and grind out where appropriate on the perspex. General notice to be published on the Notice Board. – DONE . Various options being considered, including discussion with local resident who is Mural Artist.
01/11/21: UPDATE: TM to submit quote for materials JER to prepare report for FC outlining costs / mural ideas. TM to renew 'anti-climb' paint on roof.
COST of PAINT: £25.00. Report on FC Agenda. – approved.
10/01/2022 Update – anti slip paint has been applied.
- i) Landmark Tree: Due for delivery before week commencing 24th November 21, agreed at FC meeting that it would be delivered straight to site and planted immediately, planting site agreed and marked. **JER** to forward Planting Instructions – **DONE, TM** to mark site and prepare area once deliver date notified – this will have a 2-day window. 08/11/21 – UPDATE Email received we will receive a Small Leaf Lime (3rd Choice) no delivery date yet. **06/01/2022: - Tree delivered & planted**

NEW ITEMS:

- j) Safety Surface surrounding Sputnik now showing signs of wear and tear agreed **TM** to repair with existing material and monitor.

2. Crellow Fields Amenity Area

No outstanding or new items.

3. Toilet:

Items from Previous Meetings:

- a) Refurbishment – report to July Council Meeting JER & PCB
06/09/21 – Update: Report postponed to September meeting, quote for replacement door received from CORMAC and UPVC Supplier. Quotes for electrician for replacement light and extractor fan to be obtained. **04/10/21 Update:** Budget for works approved at September full council . **JER** to contact relevant contractors to schedule work, also add replacement window to quote and replacement of 3 x external LED lights which are

flickering / working intermittently. 04/10/21: Contractors advised, KG contacted advising of work to be done and requesting dates / times able to access hut / consumer unit. *ELECTRICIAN BOOKED FOR THURSDAY 28TH OCTOBER.*

01/11/21: Electrical works completed internally; the 3 external lights that were reported previously were also replaced. JER confirmed that Replacement Door will have a low threshold, delivery / installation is unlikely to be until end December / January at the earliest. TM advised that damage was still happening, the soap dispenser had been broken again, soap was being spilt on floor and graffiti on doors. Stainless Steel Soap Dispenser to be installed.

06/01/2022 UPDATE: Door & Window due for delivery 20th January 2022.

4. Meadowside Cemetery:

Routine Maintenance Works to be carried out to deal with moles.

Longdowns:

Items from Previous Meetings

- a) Longdowns Bus Shelter (North): - JER contacted Truro Portable Buildings on 28th May, no further forward, we were asked to contact them again the following week, which we did no response to this email. The Bus Shelter has deteriorated further, (JER) to contact TBP again and stress situation and try to move forward. – UPDATE: - nothing new to report. – *have been advised that this would be scheduled for the end of August–nothing as yet.*
04/10/21 – UPDATE: notification received that the shelter would be manufactured in mid-October and installed in November **01/11/21: Chased – NO FURTHER UPDATE**
12/01/22: Met with Simon at Truro Portable Buildings – he stated that the bus shelter would be replaced this month.

5. Public Rights of Way:

Items from Previous Meetings

- a) **Footpath 32/1 to Trig Point at Polkanuggo:**
JT advised that the landowner had not cleared his overhanging vegetation and the footpath was now virtually impassable. JVC had agreed to write to him advising that if he didn't do it, the PC would and recharge him for the work. In the event he decided to seek advice from CC and suggest the letter might be better coming from them and sent an e-mail to Penny Hodgson on 10/03. He sent a further reminder on 19/03 – JER stated that we had not received any update regarding this. JER to chase update. – email sent 08/06/21, reply received, letter has been sent to landowner, given current restrictions on hedge trimming it is anticipated that this work will be completed September / October.
OPH informed that footpath checked – it has not been cleared
- b) **Footpath 2:** Various email exchanges regarding recent works, Penny Hodgson had confirmed that gravel would not be laid due to access problems. Concerns now raised regarding drainage, unstable matting. Email sent on 19th May outlining these concerns – no response to date. JER to email and challenge decision / reason for gravel not being laid. – Email sent 08/06/21 Response received: the person responsible for planning original work no longer covers this area, not able to discuss this with them, PH will visit at some point to assess; **UPDATE: 22nd June** Site visit completed with Penny Hodgson, Countryside Ranger, agreement to review what can be done to improve situation, discussed placing gravel in specific areas and digging drainage channels from the path to river. -**NO UPDATE / ACTION TO DATE. 07/10/21: Email from PH:** A works package has been put together to bring in stone to raise the level of the footpath to allow a camber to send surface water off into the stream through grips dug at strategic locations along the path. We have further investigated access limitations and think we will be able to manage to import the

stone. I don't have a date for those works as yet but am aware of the weather impacts and if we can't do it before the winter takes hold it will have to be done in spring

- c) **Footpath anomalies:** List submitted to Cornwall Council was provided as requested at meeting of 12th April, (end June mailed on 12th April). There had been no further updates from Cornwall Council JT & MJW agreed that it was important that we continue to press for action / response before the deadline of January 2026. **JT & MJW** to action, by contacting local Councillor, M.P., Ramblers Association and local media.
- d) **Footpath 43/5:** Trelusback, PCB, JER, JT, TM completed site visit with landowner 18th June, repairs needed to footbridge, sensitive site, information & photographs forwarded to PH awaiting update. – **SITE VISITED BY PH / JT 06/09/21: Update:** proposed work agreed by PH, **JER** to email PH to clarify that this work is not part of the Enhanced LMP scheme. **07/10/21: Email from PH:** The works package was written soon after my site visit with Keith and Joy for Cormac to undertake repairs to the bridge and to completely replace a smaller bridge off Keiths land. The work is on programme and due to be completed later this month.
- e) **Footpath 10,** Incident 25th June 2021, matter referred to PH and Countryside Enforcement awaiting clarification of way forward. – **06/09/21 Update:** No further information received; email sent to enforcement chasing action to be taken **04/10/21: Update,** work required to stile on footpath – removal of iron bar – not possible until we have clearance to work in area? And / or agreement from landowners bordering this stile 07/10/21 Email received from PH:
This issue is with LH, CC Enforcement Officer. I have not yet received any updates from her on this one. I will try to find out what is happening here.
09/11/2021 Email received from Enforcement, known details of relevant landowners supplied.
- 04/10/21: Update:** No further information received on any of the above outstanding issues, **JER** Email sent to PH listing all outstanding work and requesting response. 07/10/21: RESPONSE RECEIVED INFORMATION DETAILED IN EACH HEADING ABOVE.
- f) **Footpath 17 – Menerdue,** partly blocked by rubble and old gate. Email sent to SM County Farm Service & PH, Countryside Access, no response received to date.
01/11/2021 UPDATE: Cllr Miss H Downing advised that they had cleared some of the blockage, whilst the footpath was now passable, it was not completely clear. **Nov 2021** – County Farm Service & Countryside Access advised of the work completed – no further update received
- g) **Footpath 11 -Trembroath** blocked by locked gate & inappropriate signs displayed. Reported to PH and Countryside Access **Ref No: PQJ1AVX1-101005755254**
- h) JT reported that the Footpath at Polkunnaggo Farm was still closed, to carry out further investigation and check with Countryside Access that this was the case.
UPDATE; JT visited area, signs placed by farmer – JR to investigate further **06/01/2022: JR Contacted farmer, response circulated to Council, all signs should now have been removed.**

6. Areas not covered already:

Crane Garage: No update from previous meeting. Cllr John Thomas confirmed intention to set up site visit to review and plan further actions.

10/01/22: JER TO Email to Cllr Thomas formally requesting that action is now taken in relation to this site (and the pedestrian crossing at Longdowns) – DONE.

MSAS Speed Signs: New post installed on South Road, this appears to be having a positive impact. Require 2 new brackets to attach MSAS to post, TM suggested that if placing an order it would be an opportunity to purchase a spare bracket in case of breakages. **QUOTE Received: £82.50 + VAT.**

War Memorial: Work outstanding PB to chase Wearnes.

Granite Plaque on Bus Shelter: – lettering starting to wear PCB to contact Wearnes for quote to refurbish.

Community Garden: Local resident has contacted Council expressing an interest in establishing a 'community garden' in the village – PCB to arrange initial meeting to open discussion and report to Full Council.

7. Next Meeting: Scheduled for Monday 7th February 2022. 9:30a.m, Location: TBC

Jane E Richards
Clerk
10th January 2022



A- barth Onan Hag Oll! Representing One and All

eV Charging points Update

Decision Required:

1. To decide on the location of the charging point(s).

REPORT:

In brief before we can move any further forward we, as a council, have to agree where we would potentially like to see charging point(s) located. A number of sites have been muted:

1. Rugby field car park.
2. Outside Village Hall on highway.
3. Stithians Band car park – insurance and future land ownership?
4. Costcutter – accessibility, insurance and issues with future land ownership?.

Ideally sites need to be 'flat' but I believe that once we have made a decision on potential sites then we seek advice from various installers.

Funding Opportunities

There is potential funding available from a central government 'pot' (on street charging fund) but this is limited to land owned by either the local parish/county council so could only be used for option 2 as leased land is excluded. If I have correctly interpreted the document funding ordinarily covers up to 75% of the total cost of a project assuming you meet the criteria. You are potentially able to apply for funding for several charging points which means we could have several charging points in the village which may be useful and provide some flexibility in choice of charging point type ('slow' and/or 'rapid'). Options 1-4 can be funded by the Parish Council.

Only when we have decided can I move forward appropriately.

Cllr Mark Whitbread-Jordan
11th January 2022



A- barth Onan Hag Oll! Representing One and All

Amendment to Meadowside Cemetery Regulations / Fees

Decisions Required:

- **To agree to remove all fees applicable in relation to the burial of children.**
- **To amend the upper age limit to 'up to the age of 18'**

REPORT:

Further to the email vote completed in November 2021 regarding fees applicable to burials of children. Meadowside Cemetery Fees currently include a charge for any person over the age of 5. A copy of current fees is attached.

Funeral Directors make no charge for funerals of children, Cornwall Council policy for their Council owned cemeteries is no charge for children up to the age of 18, this is the same for a number of Parish Council owned cemeteries in the area.

It is recommended that the Fees applicable to children up to the age of 18 are removed

J E Richards
Clerk
12th January 2022



A- barth Onan Hag Oll! Representing One and All

To Consider Arrangements for Queens Platinum Jubilee Celebrations

Decisions Required:

- 1. To agree if working party required**
- 2. To consider Budget**
- 3. To consider options**

REPORT:

The Queens Platinum Jubilee Celebrations take place over the period 2nd – 5th June 2022.

Various national activities / events are being promoted to include:

- Lighting of beacons
- Town Criers
- The Big Jubilee Lunch

A letter outlining some of these and sources of further information is included.

Members are asked to consider how this occasion is to be marked.

J E Richards
Clerk
13th January 2022



A-barth Onan Hag Oll! Representing One and All

Authorisation of Payments – January 2022

Decision Required:

To approve payment of the sums shown in the report totalling £4,315.94

Report:

The table below shows, as usual, invoices received since the last meeting as well as the usual monthly and other payments to be made. Figures in the last column relate to the explanatory notes below the table.

<u>Type</u>	<u>Date Due</u>	<u>Payee</u>	<u>For</u>	<u>VAT</u>	<u>Total Amount</u>	<u>See Note</u>
DD	27/12	Everflow	Water Supply – Toilet, Playing Field, Cemetery		57.45	
BACS	19/01	Stithians Bowling Club	Electricity Lighting	3.94	82.81	1
BACS		Cornwall Council	Election Recharges from Elections 2021		255.00	2
BACS	14/01	Clerk	January Salary		1,151.45	3
BACS	19/01	HMRC	PAYE		214.00	3
BACS	19/01	HMRC	NI Employee's Contribution		35.32	3
BACS	19/01	HMRC	NI Employer's Contribution		91.60	3
BACS	19/01	Tyrone Martin	Environmental Management Contract		2,320.31	4
BACS	19/01	CALC	Trg Fees Planning Course Cllr W. Thomas & Clerk	12.00	72.00	5
BACS	19/01	Breakthrough Communications	Trg Fees for Cllr C Sylvester	6.00	36.00	6
TOTALS				£21.94	£4315.94	

1. This is the quarterly electricity charge due to the bowling club for the lighting.
2. We have been advised that the parish council cost for the Elections in May 2021 will be £255.00. Awaiting final Invoice
3. This payment is the Clerk's gross salary (£1,400.77) less income tax and NIC due from her under PAYE for the month of January 2022 and Payments due to HMRC.
4. As Members are aware, the Environmental Management Contractor is paid in twelve equal monthly instalments for the various elements of the contract as detailed below:

<u>Element of EMC</u>	<u>Annual Payment</u>	<u>Monthly Payment</u>
Footpath Maintenance	2,355.47	196.29
Verge Maintenance	1,433.77	119.48
Closed Churchyard Maintenance	1,126.53	93.88
Lower Churchyard Maintenance	921.71	76.81
Haverigg Cemetery Maintenance	614.47	51.21
Meadowside Cemetery Maintenance	2036.18	169.68
Crellow Fields AA Grass Cutting	563.27	46.94
Crellow Fields AA Hedge Trimming	358.44	29.87
Crellow Fields AA Caretaking	563.27	46.94
Weed Treatment	460.85	38.40
Cleaning Longdowns Bus Shelters	307.24	25.60
Maintenance of MSAS	604.20	50.35
Cleaning Notice Boards	100.00	8.33
Toilet Cleaning	2500.00	208.33
Litter Picking	1800.00	150.00
Total for Environment Portfolio	15,745.39	1,312.11

AGENDA ITEM 14

Playing Field Caretaker	7,578.48	631.54	
PF Grass Cutting	4007.86	333.99	
PF Hedge Trimming	<u>512.06</u>	<u>42.67</u>	
Total for Playing Field Portfolio	12,098.40		1008.20
Grand Total	<u>27,843.79</u>	<u>2,320.31</u>	

5. Fees for Clerk & Cllr W. Thomas to attend Planning Training on 21st February 2022, provided by CALC .
6. Fee for Cllr Sylvester to attend "Chairmanship Skills: How to Chair Meetings and Events in person" on 1st February 2022.

J E Richards
Clerk /RFO
13th January 2022