



A-barth Onan Hag Oll! Representing One and All

## **REPORTS FOR JULY 2024 MEETING**

**SEG Report to SPC 16-07-2024**

**Film.** Tony Hill (Tony Hill Films) has completed the film of our eco retrofit home. The film is very professional and about 10 min long. Towards the end it promotes Community Energy Plus (CEP). CEP is a well-respected energy adviser charity in Cornwall giving people advice on insulation, energy saving and carbon reduction. They have recently been awarded sizable lottery funding allowing them to create a team dedicated to helping communities and individuals in their transition to a low-carbon lifestyle, with the primary focus being on the retrofitting of renewables. That team came to visit our eco-retrofit last week, and from their comments they found it very helpful.

**Taking SEG forward.** As you know Phil and I decided the best way to engage with the public on climate change is through social media. I think Phil's idea to base this on the late Dr. Michael Mosely's 'Just One Thing' approach will engage with people. Climate change is a huge topic that is daunting to most and to suggest one thing that people could do each week might just encourage the behavior change necessary. Phil has taken over Vicky Spooner's role of looking after SEG's website. I realise how difficult it must have been for Vicki to balance work and family life so a big thanks to her for looking after the website. We also have permission from Tony Hill Films to use the film mentioned above on social media.

**Ground source heat pumps for schools.** I have not received a quote for the heat pump for Wallop school yet, but I have not pushed this as there is also a lot of work to be done to improve the school's energy efficiency. Maybe the new government will improve school buildings.

**The Stithians Times.** My latest article for TST has been sent to Alexandra Fowler (the new editor) It focuses on food waste and Cornwall Council's decision to change collections to include food waste.



**A- Barth Onan Hag Oll! Representing One and All**

Application PA24/02074

Proposal Retention of cabin building and use as 1 bed annexe for elderly parent.

Location Lake View Tory Ponsanooth Truro

Applicant Mr Chris Wolff

**Decision Required:**

Members are requested to consider the following report in order to reach an informed decision regarding the above planning application.

**Date of Site Inspection:**

23rd June 2024.

**Councillors who undertook the site inspection:**

Cllr Bunclark and Cllr Iles.

**REPORT:**

**Background:**

The cabin was erected in May 2023 and initially used as a home office studio for the applicant. a decision was made in early 2024 to modify the internal space to provide annexe accommodation.

The Annexe is now internally self-contained (hence the need for the planning application), is subservient in footprint and shares, all services, access, parking and amenity spaces with the main dwelling. The functional family connection enables meals to be taken at the main house located nearby if the family decide to share meal time together.

The application seeks to retain the cabin to be used as a self-contained annexe. The cabin sits comfortably within the garden of Lake View, is well related to the house and will assist with the care of an elderly family member. The proposal is considered to be acceptable and anticipated to be subject to the standard Council's annexe condition.

**Matters of Concern:**

For discussion at meeting.

No comments on portal as of today.

**Cllr Adam Bunclark**

**23/06/2024**





**A- Barth Onan Hag Oll! Representing One and All**

**Application PA24/03759**

Proposal Proposed infill of land to create additional staff and visitor car parking.  
Formation of lorry access to new weighbridge approved under PA19/07585.  
Location Waste Transfer Station Herniss Farm Herniss Penryn  
Applicant Mr P Ferris Nick Ferris Skip Hire

**Decision Required:**

Members are requested to consider the following report in order to reach an informed decision regarding the above planning application.

**Date of Site Inspection:**

02<sup>nd</sup> July 2024.

**Councillors who undertook the site inspection:**

Cllr Bunclark and Cllr Iles.

**REPORT:**

**Background:**

Planning application for an infill of land to create additional staff & visitor parking, formation of lorry access to new weighbridge approved under application PA19/07585. New car parking area includes lorry turning area. The proposed development site is a waste transfer station for the recycling of various materials etc. Infill of land to create additional staff and visitor parking and formation of lorry access and turning area. The site was previously Winns Waste. Mr Ferris brought the site in 2013, since then there has been various planning approvals.

This application partially relates to planning reference PA19/07585 – proposed first floor extension to existing office and relocation of existing weighbridge. Over recent years the general public and contractors have become more aware of the importance of recycling. This has placed considerable pressure on the Nick Ferris Waste Transfer site in dealing with increasing influx of materials. The knock-on effect is that extra staff were required, all of whom require their own vehicular parking.

A safe vehicular access already exists for lorries, vans and cars etc. There will be no increase in vehicular movements than already exists. The proposal will provide improved parking and lorry turning area for the existing business.

This development will have no adverse impact on any distant neighbours. Currently the parking is random with cars shoe-horned in wherever possible. The existing weighbridge is due to be replaced alongside the new office building which will be more efficient for recording load weights. The proposed works will benefit the business, employment and provide a more attractive appearance.

**Matters of Concern:**

For discussion at meeting.  
No comments on portal as of today.

**Cllr Adam Bunclark**  
**02/07/2024**





**A- Barth Onan Hag Oil! Representing One and All**

Application PA24/04362

Proposal Retrospective planning application for the retention of an agricultural building, hardstanding, storage container, welfare/storage unit and widened entrance gateway

Location Land East Penhalurick Barton Penhalvean Stithians

Applicant Mrs C Adams

**Decision Required:**

Members are requested to consider the following report in order to reach an informed decision regarding the above planning application.

**Date of Site Inspection:**

23rd June 2024.

**Councillors who undertook the site inspection:**

Cllr Bunclark and Cllr Iles.

**REPORT:**

**Background:**

A retrospective planning application for the retention of an agricultural building, hardstanding, storage container, welfare/storage unit, and widened entrance gateway on an agricultural site. The agricultural building is essential for housing equipment and machinery crucial to farming operations, constructed to meet safety and environmental standards. The hardstanding facilitates the safe and efficient movement of vehicles and equipment, reducing soil erosion. The storage container securely stores tools and materials, positioned to minimize visual impact and painted in a neutral colour to blend with the surroundings. The welfare/storage unit provides necessary welfare facilities for staff and additional storage space, complying with health and safety regulations. The widened entrance gateway enhances access for larger agricultural vehicles, improving safety while maintaining the rural character of the area. These developments align with local planning policies, contributing positively to the agricultural productivity and sustainability of the area.

**Matters of Concern:**

For discussion at meeting.

No comments on portal as of today.

**Cllr Adam Bunclark**  
**23/06/2024**



**A-barth Onan Hag Oll! Representing One and All**

## **PROTOCOL FOR DEALING WITH PLANNING APPLICATIONS DURING AUGUST**

### **Decision Required:**

**To agree the reported protocol.**

### **Report:**

As Members are aware, there will be no meeting in August. Financial matters will be dealt with later in the agenda and it is hoped that the only other item that may have to be dealt with is the submission of consultee comments on planning consultations, within the specified timescale. We do, of course, now have an agreed procedure of voting by e-mail should the need arise due to exceptional circumstances.

I therefore suggest that in order for the applications to be considered at the September meeting, an extension of time for submission is requested from the relevant planning officer. If an extension is **not granted** the following protocol is adopted:

1. Non-contentious Applications: powers be delegated to the Planning Portfolio Holder and one other Councillor, depending upon availability, to prepare a response to Cornwall Council on behalf of the Parish Council, with their recommendations being reported to the September meeting of the Parish Council for ratification.
2. Contentious Applications: I suggest that a suitable response be agreed by means of an e-mail vote.

Any decisions made will be reported to the September meeting for ratification.

J E Richards  
Clerk  
July 2024





## **Clerk's Report for Meeting on 16<sup>th</sup> July 2024**

### **10.1 Council's Current Financial Position**

#### **Decision Required:**

**To note the Council's current financial position.**

The Council's financial position as at 30<sup>th</sup> June 2024 are detailed in the attached appendices:

- Payments Report
- Bank Reconciliation
- Reserves Balance
- Checked Payments Report

### **10.2 Transfer of remaining funds from allocation of £6000 to Football Club / Cricket Club.**

#### **Decision Required:**

To agree the transfer of £274.39 from Institute Funds to the Cricket Club.

#### **REPORT:**

As you may recall at the June Meeting, the payment to Cricket Club was authorised for the works completed to allow the football club to use their facilities, until such time the Pavilion project was concluded. At that time it was requested that the remaining £274.39 be donated to the Cricket Club for the purchase of equipment for the junior cricket team. Minute 14/06/24 (d) refers.

I have contacted Mr Pascoe, Trustee of the Institute Funds and currently waiting for his response.

**Jane E Richards.**

**Clerk / RFO,  
July 2024**

A	Bank Reconciliation at 30/06/2024		
	Cash in Hand 01/04/2024		168,997.39
	ADD Receipts 01/04/2024 - 30/06/2024		59,634.22
	SUBTRACT Payments 01/04/2024 - 30/06/2024		228,631.61
			29,860.61
	Cash in Hand 30/06/2024 (per Cash Book)		198,771.00
B	Cash in hand per Bank Statements		
	Petty Cash 30/06/2024	0.00	
	Lloyds Current Account (Treasurer: 30/06/2024	7,768.22	
	Lloyds Instant 30/06/2024	191,015.68	
			198,783.90
	Less unrepresented payments		12.90
	Plus unrepresented receipts		198,771.00
	Adjusted Bank Balance		198,771.00
	A = B Checks out OK		



**Stithians Parish Council**  
**Summary of Receipts and Payments**  
All Cost Centres and Codes

3 July 2024 (2024-2025)

**INCOME**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
1	Precept	83,928.00	41,964.00	-41,964.00				+/- Under/over spend
2	Cemetery Fee's	4,900.00	700.00	-4,200.00				-41,964.00 (-50%)
4	PCC	890.00		-890.00				-4,200.00 (-85%)
5	Toilet Rent (Wellness Hut)	1,800.00	450.00	-1,350.00				-890.00 (-100%)
6	Bank Interest	1,000.00	618.48	-381.52				-1,350.00 (-75%)
7	LMP	3,406.86		-3,406.86				-381.52 (-38%)
83	CC Closed Churchyard Maintena	660.00		-660.00				-3,406.86 (-100%)
84	Wayleaves	28.00	29.45	1.45				-660.00 (-100%)
85	Electricity Charges for Tennant	1,000.00	134.61	-865.39				1.45 (5%)
86	Playing Field							-865.39 (-86%)
87	Donations to Council							(N/A)
89	VAT Claim							(N/A)
92	Administration & Finance		50.00	50.00				(N/A)
								50.00 (N/A)
<b>SUB TOTAL</b>		<b>97,612.86</b>	<b>43,946.54</b>	<b>-53,666.32</b>				<b>-53,666.32 (-54%)</b>

**Environment, Highways & Footpaths**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
16	Meadowside Cemetery Maintenance				500.00		500.00	500.00 (100%)
18	Meadowside Cemetery NNDR				800.00		800.00	800.00 (100%)
19	Water Supply Cemetery				100.00	18.85	81.15	81.15 (81%)
21	Litter Clearance Materials				100.00		100.00	100.00 (100%)
22	NNDR Toilets				400.00		400.00	400.00 (100%)
23	Toilets - Electricity				1,200.00	141.92	1,058.08	1,058.08 (88%)
24	Water & Sewage Toilets				450.00	75.40	374.60	374.60 (83%)
26	Toilet Repairs & Maintenance				500.00	124.13	375.87	375.87 (75%)
27	Village Green Status Costs				300.00		300.00	300.00 (100%)
28	Emergency Plan				300.00		300.00	300.00 (100%)
30	Bus Shelter Repairs & Maintenance				700.00		700.00	700.00 (100%)
36	Maintenance of Grit Bins				200.00	61.36	138.64	138.64 (69%)
65	Extra Footpath Maintenance & V				600.00		600.00	600.00 (100%)
90	General Maintenance					43.73	-43.73	-43.73 (N/A)
91	Meadowside Cemetery Cremate				200.00		200.00	200.00 (100%)
104	Toilet Cleaning Materials				300.00	24.99	275.01	275.01 (91%)
105	Maintenance of Noticeboards - M				100.00	1.00	99.00	99.00 (99%)
106	Maintenance of MSAS - Material				100.00		100.00	100.00 (100%)
114	War Memorial							(N/A)
123	Waste Collection				1,200.00	185.34	1,014.66	1,014.66 (84%)
<b>SUB TOTAL</b>					<b>8,050.00</b>	<b>676.72</b>	<b>7,373.28</b>	<b>7,373.28 (91%)</b>

**Playing Field**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
70	Water Playing Field (Bowling Cl				300.00	16.78	283.22	283.22 (94%)

**Stithians Parish Council**  
**Summary of Receipts and Payments**  
All Cost Centres and Codes

3 July 2024 (2024-2025)

71 General Maintenance Expenses	3,000.00	1,264.90	1,735.10	1,735.10 (57%)
72 Annual Staining / Painting of Eqt				(N/A)
73 Lease from Glebe	600.00		600.00	600.00 (100%)
74 Annual Safety Inspection	250.00		250.00	250.00 (100%)
75 Electricity for Footpath Lighting	1,000.00	322.18	677.82	677.82 (67%)
80 Signage	200.00		200.00	200.00 (100%)
126 Repairs to Play Equipmr		702.52	-702.52	-702.52 (N/A)
<b>SUB TOTAL</b>	<b>5,350.00</b>	<b>2,306.38</b>	<b>3,043.62</b>	<b>3,043.62 (56%)</b>

**Staff Costs**

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
45 Clerks Salary NETT				18,000.00	4,430.11	13,569.89	13,569.89 (75%)
46 Clerks HMRC Employer				3,000.00	1,597.92	1,402.08	1,402.08 (46%)
48 Clerk HMRC Employee				5,000.00	1,124.87	3,875.13	3,875.13 (77%)
49 Clerks Pension ERs Contributor							(N/A)
<b>SUB TOTAL</b>				<b>26,000.00</b>	<b>7,152.90</b>	<b>18,847.10</b>	<b>18,847.10 (72%)</b>

**Finance & Administration**

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
37 Grants & Donations				300.00	150.00	150.00	150.00 (50%)
38 Grant to MVRG				100.00		100.00	100.00 (100%)
39 Public Relations				100.00		100.00	100.00 (100%)
40 Spotlight				250.00		250.00	250.00 (100%)
41 Website Maintenance				1,300.00	1,150.00	150.00	150.00 (11%)
42 Cemetery Admin System				450.00		450.00	450.00 (100%)
43 Hall Hire Stithians Centre				550.00	13.50	536.50	536.50 (97%)
44 Election Expenses							(N/A)
50 Admin Expenses				500.00	345.13	154.87	154.87 (30%)
51 PAYE Support & Maintenance							(N/A)
52 CALC / NALC Subscription				750.00		750.00	750.00 (100%)
53 SLCC Subscription				270.00		270.00	270.00 (100%)
54 ICCM Membership				100.00	95.00	5.00	5.00 (5%)
55 Data Protection Fee				45.00	35.00	10.00	10.00 (22%)
56 Internal Audit Fees				420.00	471.00	-51.00	-51.00 (-12%)
57 External Audit Fees				420.00		420.00	420.00 (100%)
58 Chairman's Allowance				100.00		100.00	100.00 (100%)
59 Subsistence & Travel for Membe				100.00		100.00	100.00 (100%)
60 Insurance				2,950.00		2,950.00	2,950.00 (100%)
61 Training Staff & Councillors				440.00		440.00	440.00 (100%)
62 Neighborhood Development Pla							(N/A)
63 Contingency Fund							(N/A)
101 SCRIBE Accounting Annual Mai				700.00		700.00	700.00 (100%)
102 Field In Trust Membership							(N/A)
117 Clerks Working from Home Allow				480.00	78.00	402.00	402.00 (83%)
120 Postage							(N/A)
122 MVRG Annual Subscription				100.00		100.00	100.00 (100%)
125 Open Spaces Subscription							(N/A)



**Stithians Parish Council**  
**Summary of Receipts and Payments**  
All Cost Centres and Codes

3 July 2024 (2024-2025)

**SUB TOTAL**

10,425.00	2,337.63	8,087.37	8,087.37 (77%)
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**Environment Maintenance Coi**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
10	EMC Highway Verge Maintenance				1,660.92	415.23	1,245.69	1,245.69 (75%)
11	EMC Litter Clearance				2,085.18	521.28	1,563.90	1,563.90 (75%)
12	EMC Haverigg Cemetery Maintenance				711.82	177.96	533.86	533.86 (75%)
13	EMC Lower Churchyard Maintenance				1,067.74	266.94	800.80	800.80 (75%)
14	EMC Closed Churchyard Maintenance				1,305.01	326.25	978.76	978.76 (75%)
15	EMC Meadowside Cemetery Maintenance				2,358.78	589.68	1,769.10	1,769.10 (75%)
20	EMC Toilet Cleaning				2,896.08	724.02	2,172.06	2,172.06 (75%)
25	EMC Footpath Maintenance				2,728.65	682.17	2,046.48	2,046.48 (75%)
29	EMC Longdowns Bus Shelter Cleaning				355.92	88.98	266.94	266.94 (75%)
31	EMC Cresswell Fields Caretaking				652.50	163.14	489.36	489.36 (75%)
32	EMC Cresswell Fields Grass Cutting				652.50	163.14	489.36	489.36 (75%)
33	EMC Cresswell Fields Hedge Trimming				415.22	103.80	311.42	311.42 (75%)
34	EMC Weed Treatment				533.87	133.47	400.40	400.40 (75%)
35	EMC Cleaning of Notice Boards				115.85	28.95	86.90	86.90 (75%)
66	EMC Maintenance of Speed Signs				699.93	174.99	524.94	524.94 (75%)
67	EMC Playing Field Grass Cutting				4,642.83	1,160.70	3,482.13	3,482.13 (75%)
68	EMC Playing Field Hedge Trimming				593.19	148.29	444.90	444.90 (75%)
69	EMC Playing Field Caretaker				8,779.14	2,194.80	6,584.34	6,584.34 (75%)
SUB TOTAL					32,255.13	8,063.79	24,191.34	24,191.34 (75%)

**Playing Field Development Project**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
77	PWL B Loan 2 New Playing Field				1,389.26	694.63	694.63	694.63 (50%)
SUB TOTAL					1,389.26	694.63	694.63	694.63 (50%)

**Stithians Centre Development**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
78	PWL B Loan 3 Stithians Centre				1,566.72	783.36	783.36	783.36 (50%)
79	PWL B Loan 4 Stithians Centre				1,566.74		1,566.74	1,566.74 (100%)
SUB TOTAL					3,133.46	783.36	2,350.10	2,350.10 (75%)

**Ear Marked Reserves**

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
3	Playing Field - Football Club (M)	600.00	135.00	-465.00				-465.00 (-77%)
8	CIL		1,032.68	1,032.68				1,032.68 (N/A)
81	Hire of Tennis Court	150.00		-150.00				-150.00 (-100%)

**Stithians Parish Council**  
**Summary of Receipts and Payments**  
All Cost Centres and Codes

3 July 2024 (2024-2025)

82 Bowling Club - Use of Field (MO	275.00		-275.00				-275.00 (-100%)
93 Computer & IT							(N/A)
94 Purchase equipment authorised							(N/A)
95 Playing Field Maintenance							(N/A)
96 Donations to Playing Field Deve							(N/A)
97 Authorised expenditure from Inst							(N/A)
100 Election Costs 21/22							(N/A)
110 Donations / Resources for Kings							(N/A)
112 Pavilion Replacement							(N/A)
113 Scarecrow Festival							(N/A)
115 Playing Field Footpath 2022							(N/A)
116 Benches & Tables for Parish							(N/A)
118 Enhanced LMP							(N/A)
119 Donations for Play Equipment		20.00	20.00				(N/A)
121 New Play Equipment						20.00	(N/A)
124 Monies held for Lantern Parade							(N/A)
127 CCCC Grant Pavilion Project		14,500.00	14,500.00				(N/A)
129 Stithians Football Club (temp fur					1,300.00	-1,300.00	13,200.00 (N/A)
					5,725.61	-5,725.61	-5,725.61 (N/A)
<b>SUB TOTAL</b>	<b>1,025.00</b>	<b>15,687.68</b>	<b>14,662.68</b>		<b>7,025.61</b>	<b>-7,025.61</b>	<b>7,637.07 (745%)</b>

**General Reserve**

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
111 Kings Coronation Event							(N/A)
128 Correction							(N/A)
<b>SUB TOTAL</b>							<b>(N/A)</b>

**Summary**

<b>NET TOTAL</b>	<b>98,637.86</b>	<b>59,634.22</b>	<b>-39,003.64</b>	<b>86,602.85</b>	<b>29,041.02</b>	<b>57,561.83</b>	<b>18,558.19 (10%)</b>
<b>V.A.T.</b>					819.59		
<b>GROSS TOTAL</b>		<b>59,634.22</b>			<b>29,860.61</b>		



**Stithians Parish Council**  
**PAYMENTS (AWAITING AUTHORISATION) LIST**

10 July 2024 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
67	General Maintenance	20/06/2024		Lloyds Current Accou	Visa Debit	General Maintenance	Amazon	S	23.32	4.66	27.98
68	General Maintenance Expenses	02/07/2024		Lloyds Current Accou	Direct Debit	General Maintenance	Screwfix	S	24.98	4.98	29.96
69	General Maintenance Expenses	03/07/2024		Lloyds Current Accou	Direct Debit	General Maintenance	Screwfix	S	37.36	7.47	44.83
70	Electricity for Footpath Lighting	03/07/2024		Lloyds Current Accou	BACS	Electricity Stithians Bowling Clu	Stithians Bowling Club	L	232.49	11.62	244.11
71	General Maintenance Expenses	03/07/2024		Lloyds Current Accou	BACS	Repairs to Pavilion	MacSalvors Ltd	S	10.52	2.10	12.62
72	Waste Collection	03/07/2024		Lloyds Current Accou	Direct Debit	Waste Collection	Suez	S	56.38	11.28	67.66
73	Annual Safety Inspection	03/07/2024		Lloyds Current Accou	BACS	Annual Playground Inspection	Southwest Playground Inspr	S	250.00	50.00	300.00
74	Clerks Salary NETT	15/07/2024		Lloyds Current Accou	BACS	Clerks Salary Nett	Clerk / RFO	X	1,476.77		1,476.77
74	Clerks Working from Home Allc	15/07/2024		Lloyds Current Accou	BACS	Clerks Salary Nett	Clerk / RFO	X	26.00		26.00
75	Clerks HMRC Employer	17/07/2024		Lloyds Current Accou	BACS	Clerks HMRC Employer (NI)	HMRC	X	150.92		150.92
76	Clerk HMRC Employee	03/07/2024		Lloyds Current Accou	BACS	Clerks HMRC Employee Paymei	HMRC	X	374.89		374.89
77	EMC Highway Verge Maintenan	17/07/2024		Lloyds Current Accou	Emc Monthly Paym	Environment Management Con	Tyrone Martin	X	138.41		138.41
77	EMC Litter Clearance	17/07/2024		Lloyds Current Accou	Emc Monthly Paym	Environment Management Con	Tyrone Martin	X	173.76		173.76
77	EMC Haverigg Cemetery Mainte	17/07/2024		Lloyds Current Accou	Emc Monthly Paym	Environment Management Con	Tyrone Martin	X	59.32		59.32
77	EMC Lower Churchyard Mainte	17/07/2024		Lloyds Current Accou	Emc Monthly Paym	Environment Management Con	Tyrone Martin	X	88.98		88.98
77	EMC Closed Churchyard Mainte	17/07/2024		Lloyds Current Accou	Emc Monthly Paym	Environment Management Con	Tyrone Martin	X	108.75		108.75
77	EMC Footpath Maintenance	17/07/2024		Lloyds Current Accou	Emc Monthly Paym	Environment Management Con	Tyrone Martin	X	227.39		227.39
77	EMC Longdowns Bus Shelter Cl	17/07/2024		Lloyds Current Accou	Emc Monthly Paym	Environment Management Con	Tyrone Martin	X	29.66		29.66
77	EMC Crelow Fields Caretaking	17/07/2024		Lloyds Current Accou	Emc Monthly Paym	Environment Management Con	Tyrone Martin	X	54.38		54.38
77	EMC Crelow Fields Grass Cutti	17/07/2024		Lloyds Current Accou	Emc Monthly Paym	Environment Management Con	Tyrone Martin	X	54.38		54.38
77	EMC Crelow Fields Hedge Trin	17/07/2024		Lloyds Current Accou	Emc Monthly Paym	Environment Management Con	Tyrone Martin	X	34.60		34.60
77	EMC Cleaning of Notice Board	17/07/2024		Lloyds Current Accou	Emc Monthly Paym	Environment Management Con	Tyrone Martin	X	9.65		9.65
77	EMC Maintenance of Speed Sig	17/07/2024		Lloyds Current Accou	Emc Monthly Paym	Environment Management Con	Tyrone Martin	X	58.33		58.33
78	EMC Meadowside Cemetery Ma	17/07/2024		Lloyds Current Accou	EMC Monthly Paym	Environment Management Con	Tyrone Martin	X	196.56		196.56
78	EMC Toilet Cleaning	17/07/2024		Lloyds Current Accou	EMC Monthly Paym	Environment Management Con	Tyrone Martin	X	241.34		241.34
78	EMC Weed Treatment	17/07/2024		Lloyds Current Accou	EMC Monthly Paym	Environment Management Con	Tyrone Martin	X	44.49		44.49
78	EMC Playing Field Grass Cutting	17/07/2024		Lloyds Current Accou	EMC Monthly Paym	Environment Management Con	Tyrone Martin	X	386.90		386.90
78	EMC Playing Field Hedge Trimn	17/07/2024		Lloyds Current Accou	EMC Monthly Paym	Environment Management Con	Tyrone Martin	X	49.43		49.43
78	EMC Playing Field Caretaker	17/07/2024		Lloyds Current Accou	EMC Monthly Paym	Environment Management Con	Tyrone Martin	X	731.60		731.60
79	Admin Expenses	03/07/2024		Lloyds Current Accou	BACS	Email Hosting	Vision ICT	S	20.00	4.00	24.00
80	General Maintenance Expenses	10/07/2024		Lloyds Current Accou	BACS	General Maintenance	Tyrone Martin	X	450.00		450.00
<b>Total</b>									<b>5,821.56</b>	<b>96.11</b>	<b>5,917.67</b>



**NOTES OF ENVIRONMENTAL MANAGEMENT CONTRACT PROGRESS MEETING –Tuesday 2<sup>nd</sup> July 2024**

**Decisions required:**

1. To agree content, actions and associated expenditure detailed in notes.
2. To consider and agree proposal from SR regarding his storage container and it's contents.

Present: Cllr J Thomas, Cllr P Blease, Cllr W Oakley-Moore, J. Richards – Clerk, T. Martin – EMC Contractor

	ITEM	ISSUE	Person Responsible	Action	UPDATES	
1	BMX Track	Riders on BMX track turning on to the footpath and the end of the track.	Cllr T Smith	End of track to be reconstructed to ensure that riders turn towards hedge side		Work Completed, Barrier fence in place,  Regular checks to be completed.
2	Pavilion	Access to tap / water required	T Martin	To secure inner doors to pavilion to allow access to lobby to access existing tap.		
3	Enhanced LMP Project		J Richards	To chase B Sanders for outstanding works	02/07/24	Met with B Sanders, to contact landowner and discuss options for improving stile at far end of Sports Field.
4	Play Equipment	Wooden swing Support frame moving	T Martin	Checked – monitor situation and renew concrete fixings if continues.		
			J Richards	To check Annual Inspection Report		



	ITEM	ISSUE	Person Responsible	Action	UPDATES	
		Reports of 'squeaking' play equipment- especially swings	T Martin	To oil / grease all moving parts with appropriate lubricant.		
5	Skateboard Park	General condition <b>Consider improvement plan for 2024/25?</b>	J Richards	Investigate possible funding opportunities.		
6	Youth Shelter	Mural	Cllr P Blease	To investigate possibility of pictures being printed on to vinyl & fixed to shelter.	04/06/24	Ask for advice / help in fixing vinyl to panels – promote on FB
7	Playing Field					
		Trimming of trees at the side of the playing field (	Cllr T Smith	Authorised at May meeting. Work to be completed		
		Install Basket Ball Net on Playing Field?	JR / Council	To agree installation of existing basketball net on playing field:  Location Purchase of Stand?	02/07/24	To investigate other options for basketball net. Introduce new piece of equipment.
		"Clean up after your dog" notice currently propped up on fence around pavilion)	T. Martin	To reinstate		
8	Tennis Court	Tree branches overhanging court	Cllr T Smith	To carry out work (authorised at May Meeting)		



	ITEM	ISSUE	Person Responsible	Action	UPDATES	
		Tennis Net – Replace?	J Richards	Order replacement net / wire		
9	Footpaths		T Martin	To send measurements		
		Bin at Penhalvean badly damaged	T. Martin	To replace Grit Bin		
		Footpath Cutting Schedule	T. Martin & Cllr W. Oakley-Moore	To agree priorities for Silver Paths and timescales.	02/07/24	Silver Cutting Schedule agreed.
	Footpath 54	Inaccessible	Cllr W Oakley-Moore	To arrange team, to clear footpath 54.		
10	Meadowside					
		Tap – runs to long when activated	T. Martin	To see if possible to reduce flow.		
				Replace tap with water butts, fed from cricket pavilion roof?		
		Buttercups	T. Martin	To spray to remove root system and reduce spread,		
11	MSAS	20 mph now in place – MSAS to be adjusted	T. Martin	To adjust MSAS To tri overhanging bushes surrounding MSAS to ensure this doesn't restrict system operation.		
			Cllr W Oakley-Moore	To carry out data analysis (JR to bring system leads to Council Meeting)		
		Container belonging to SR	JR	To chase SR for update on removal	08/07/24	Update received from SR – copy of details attached.

**Next Meeting: Tuesday 3rd September 2024**

## SIMON. THE MARQUEES & CONTAINER.

From: Simon Relton <simon.relton1@gmail.com>

Sent: Tue, 9 Jul, 2024 at 13:02

To: clerk@stithiansparishcouncil.org.uk

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FOR THE NEXT PARISH COUNCIL MEETING ON 16th JULY.

Hello Jane,

I am contacting you on the subject of my Marquees and the Container on the PF, further to my email to you of 1st December 2023.

As mentioned, I am planning to remove the container and its contents, because they need some attention before they can be used.

The two main ' pointed roof ' Marquees have collapsed every time they were assembled and they are unsafe to use in their present condition and need some strengthening bars fitted. and I will be paying to have these alterations.

The rest of the marquees and Equipment have been in the container for 5 years and will need sorting out and cleaning.

The container itself has rusted at the base nearest to the Pavillion and will need repairing before it can be assembled again, which I will also be paying for.

In short, the marquees and container are no good to anyone in their present condition., and I would like to be able to pass these on in a usable condition and safe to use.

If I were to Gift these to the Parish Council, once this repair work has been completed, would the Council be able to give an assurance that :

1) They would be made available for other Events on The Playing Field other than Council organised ?  
For instance ,the Parish Church might like to put on an Event and The Methodist Chapel might like to make use of one or two of the Marquees at their Chapel site, from time to time. I also had a request for them to be used for a Health & Fitness Day.  
And perhaps, more importantly, that you would erect and take down the Marquees used for these other Events. Other organisations not connected to the Parish Council will most likely not have the people to erect the Marquees.

You WILL, of course, have the people available to put up the Marquees for your own Events, such as The Picnic in the Park, and I would like to see that the equipment was made available to others in the village and it will be no good if others wished to make use of the equipment, but cannot do so, because they do not have the man power to erect the Marquees.?

You could, of course, buy the Container & Marquees from me once they have been renovated, and in that case you would be able to use them in any way you wished, but if I was to Gift them to you ( which I would prefer ) then I would like this to be a Gift to the Village to enable others to put on Events and the Marquees erected for them, to enable them to do this.

It is not an onerous task to instal the Marquees from time to time, and I am sure the Members of the Council would like to see this happen, and many more Events put on, for the benefit of the whole village. ?

My plans are to complete the necessary repairs so that they would be usable for next year.

Kind regards and Best wishes to all.  
Simon.

--

Simon Relton





A- barth Onan Hag Oll! Representing One and All

## **Proposal from Football Club to Erect Advertising Hoarding on the Sports Field**

### **Decisions Required:**

1. To grant permission for the placing of advertising hoarding on around the perimeter of the Football Pitch
2. To agree responsibilities, maintenance and fees payable to Stithians Parish Council.

### **REPORT:**

Stithians Football Clun have requested permission to erect advertising hoarding around the perimeter of the Football field, to date this has not been included in the discussions regarding the use of the field.

It is my understanding, that historically, the Rugby Club were not permitted to erect advertising boards around the pitch.

### **Council need to consider:**

1. Location of hoarding
2. Size of boards
3. Any restrictions as to what may or may not be advertised.
4. Who is responsible for the maintenance of the boards and if they damaged in any way (including graffiti) the specified time frame for repair or removal
5. If the boards will impact on the maintenance of the pitch 'out of season', when the Parish Council resume responsibility for the maintenance.
6. The costs chargeable.

Jane E Richards  
Clerk / RFO  
July 2024





A- barth Onan Hag Oll! Representing One and All

## **SCARECROW FESTIVAL 2024**

### **Decisions Required:**

### **For Noting Only**

### **REPORT:**

The scarecrow festival was once again a successful event with 42 scarecrows entered this year. It was lovely to see so many people walking around the village, and a park full of people too, despite the showery weather.

We raised £1,547 which will be split between the Stithians Rainbows & Brownies, the Defibrillator Fund and Stithians Energy Group. The prize winners will be presented with their cash prize at the Show on Monday 15<sup>th</sup> July.

The new signs and advertising were successful with lots of people from outside of the village visiting and buying a scarecrow map. We sold 270 maps this year which is over 100 more maps than last year!

Thank you to everyone who helped organise or run the event with special thanks to the school for allowing us to use the school playground, Spar for selling the entry forms, FOSS for selling refreshments on the Sunday and Jeremy Lucioni for the loan of the marquee. Also a big thank you to Feritech who sponsored the event.

Councillor H Downing

8 July 2024



A - Barth Onan Hag Oll! Representing One and All

## **Authorisation of Payments –July 2024**

### **Decisions Required:**

1. To authorise the payment of invoices received & regular payments due for the period, 19<sup>th</sup> June to 17<sup>th</sup> July 2024 , Voucher No's: - 67 - 80, Total: £5,917.67
2. To authorise the regular payments & direct debits due during August 2024
3. To authorise the Direct Debit payments due in September 2024

### **REPORT:**

The attached Payments Awaiting Authorisation Reports dated 10<sup>th</sup> July 2023 details all invoices received, or payments made since the meeting held on the 18<sup>th</sup> June 2024.

### **Explanatory Notes (where applicable)**

<b>Voucher No</b>	<b>Details</b>
74 - 76	Clerk's Salary & HMRC Payment
77, 78 & 80	Details the payment for the Environmental Maintenance Contract payable in 12 equal payments. The monthly payment is £2,535.78 Plus additional invoice for work outside the scope of the EMC Contract - £450.00.

The following Direct Debits and regular payments are due to be paid in August and September 2024

<b>Date Due</b>	<b>Details</b>
15/08/24	Clerk's Salary & HMRC Payment
16/08/24	Payment for the Environmental Maintenance Contract payable in 12 equal payments. The total monthly payment is £2,687.93
28/08/24	Direct Debit - Corona Energy – Electricity - variable
28/08/24	Direct Debit – Everflow – Water Charges - variable
28/08/24	Direct Debit – SUEZ- Waste Charges - variable
04/09/24	Direct Debit – PWLB – Loan 4 - £783.37

J E Richards  
Clerk / RFO  
10<sup>th</sup> July 2024



**Stithians Parish Council**  
**PAYMENTS (AWAITING AUTHORISATION) LIST**

16 July 2024 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
67	General Maintenance	20/06/2024		Lloyds Current Accol	Visa Debit	General Maintenance	Amazon	S	23.32	4.66	27.98
68	General Maintenance Expenses	02/07/2024		Lloyds Current Accol	Direct Debit	General Maintenance	Screwfix	S	24.98	4.98	29.96
69	General Maintenance Expenses	03/07/2024		Lloyds Current Accol	Direct Debit	General Maintenance	Screwfix	S	37.36	7.47	44.83
70	Electricity for Footpath Lighting	03/07/2024		Lloyds Current Accol	BACS	Electricity Stithians Bowling Clu	Stithians Bowling Club	L	232.49	11.62	244.11 ✓
71	General Maintenance Expenses	03/07/2024		Lloyds Current Accol	BACS	Repairs to Pavilion	MacSalvors Ltd	S	10.52	2.10	12.62 ✓
72	Waste Collection	03/07/2024		Lloyds Current Accol	Direct Debit	Waste Collection	Suez	S	56.38	11.28	67.66
73	Annual Safety Inspection	03/07/2024		Lloyds Current Accol	BACS	Annual Playground Inspection	Southwest Playground Insr	S	250.00	50.00	300.00 ✓
74	Clerks Salary NETT	15/07/2024		Lloyds Current Accol	BACS	Clerks Salary Nett	Clerk / RFO	X	1,476.77		1,476.77
74	Clerks Working from Home Allc	15/07/2024		Lloyds Current Accol	BACS	Clerks Salary Nett	Clerk / RFO	X	26.00		26.00
75	Clerks HMRC Employer	17/07/2024		Lloyds Current Accol	BACS	Clerks HMRC Employer (NI)	HMRC	X	150.92		150.92
76	Clerk HMRC Employee	03/07/2024		Lloyds Current Accol	BACS	Clerks HMRC Employee Payme	HMRC	X	374.89		374.89
77	EMC Highway Verge Maintenanc	17/07/2024		Lloyds Current Accol	Emc Monthly Payrn	Environment Management Con	Tyrone Martin	X	138.41		138.41
77	EMC Litter Clearance	17/07/2024		Lloyds Current Accol	Emc Monthly Payrn	Environment Management Con	Tyrone Martin	X	173.76		173.76
77	EMC Haverigg Cemetery Mainte	17/07/2024		Lloyds Current Accol	Emc Monthly Payrn	Environment Management Con	Tyrone Martin	X	59.32		59.32
77	EMC Lower Churchyard Mainte	17/07/2024		Lloyds Current Accol	Emc Monthly Payrn	Environment Management Con	Tyrone Martin	X	88.98		88.98
77	EMC Closed Churchyard Mainte	17/07/2024		Lloyds Current Accol	Emc Monthly Payrn	Environment Management Con	Tyrone Martin	X	108.75		108.75
77	EMC Footpath Maintenance	17/07/2024		Lloyds Current Accol	Emc Monthly Payrn	Environment Management Con	Tyrone Martin	X	227.39		227.39
77	EMC Longdowns Bus Shelter Cl	17/07/2024		Lloyds Current Accol	Emc Monthly Payrn	Environment Management Con	Tyrone Martin	X	29.66		29.66
77	EMC Crellow Fields Caretaking	17/07/2024		Lloyds Current Accol	Emc Monthly Payrn	Environment Management Con	Tyrone Martin	X	54.38		54.38
77	EMC Crellow Fields Grass Cutti	17/07/2024		Lloyds Current Accol	Emc Monthly Payrn	Environment Management Con	Tyrone Martin	X	54.38		54.38
77	EMC Crellow Fields Hedge Trin	17/07/2024		Lloyds Current Accol	Emc Monthly Payrn	Environment Management Con	Tyrone Martin	X	34.60		34.60
77	EMC Cleaning of Notice Board	17/07/2024		Lloyds Current Accol	Emc Monthly Payrn	Environment Management Con	Tyrone Martin	X	9.65		9.65
77	EMC Maintenance of Speed Sig	17/07/2024		Lloyds Current Accol	Emc Monthly Payrn	Environment Management Con	Tyrone Martin	X	58.33		58.33
78	EMC Meadowside Cemetery Me	17/07/2024		Lloyds Current Accol	EMC Monthly Payrn	Environment Management Con	Tyrone Martin	X	196.56		196.56
78	EMC Toilet Cleaning	17/07/2024		Lloyds Current Accol	EMC Monthly Payrn	Environment Management Con	Tyrone Martin	X	241.34		241.34
78	EMC Weed Treatment	17/07/2024		Lloyds Current Accol	EMC Monthly Payrn	Environment Management Con	Tyrone Martin	X	44.49		44.49
78	EMC Playing Field Grass Cutting	17/07/2024		Lloyds Current Accol	EMC Monthly Payrn	Environment Management Con	Tyrone Martin	X	386.90		386.90
78	EMC Playing Field Hedge Trimm	17/07/2024		Lloyds Current Accol	EMC Monthly Payrn	Environment Management Con	Tyrone Martin	X	49.43		49.43
78	EMC Playing Field Caretaker	17/07/2024		Lloyds Current Accol	EMC Monthly Payrn	Environment Management Con	Tyrone Martin	X	731.60		731.60
79	Admin Expenses	03/07/2024		Lloyds Current Accol	BACS	Email Hosting	Vision ICT	S	20.00	4.00	24.00
80	General Maintenance Expenses	10/07/2024		Lloyds Current Accol	BACS	General Maintenance	Tyrone Martin	X	450.00		450.00
81	Toilets - Electricy	16/07/2024		Lloyds Current Accol	Direct Debit	Electricity Stithians Bowling Clu	Corona Energy	L	42.58	2.13	44.71
82	Pavilion Replacement	07/07/2024		Lloyds Current Accol	BACS	Bat Survey	Wheal Grey Ecology Ltd	S	300.00	60.00	360.00
83	General Maintenance Expenses	16/07/2024		Lloyds Current Accol	BACS	General Maintenance	MacSalvors Ltd	S	10.75	2.15	12.90 ✓
84	Toilet Cleaning Materials	08/07/2024		Lloyds Current Accol	Visa Debit	Toilet Cleaning & Security	Booker Ltd	S	69.23	13.85	83.08

3 525.81