

SENNEN PARISH COUNCIL

Chairman: Cllr Alice Burt

Clerk: clerk@sennen-pc.gov.uk

10/25

Minutes of the Annual council meeting of Sennen parish council at Sennen Churchtown Hall held on Wednesday 14th May 2025 after the Annual Parish meeting.

Cllr A Burt (chairman), Cllr R Puddiphatt (vice-chairman), Cllr K Hann, Cllr K Shannon and Cllr J George

Clerk Jodie Ellis, Cornwall Cllr B Clemens and two members of the public.

1. **Election of Chairman for the 2025/2026 year** – It was proposed by Cllr Hann, seconded by Cllr Shannon, all in favour to appoint Cllr Burt as the chairman for 2025/2026, Cllr Burt signed her chairman's acceptance of office.
2. **Election of Vice-chairman for the 2025/2026 year** - It was proposed by Cllr Hann, seconded by Cllr Shannon, all in favour to appoint to appoint Cllr Puddiphatt as the Vice-chairman for 2025/2026.
3. **Register of Interests forms** – All Councillors present handed in their completed register of interests forms and acceptance of office.
4. **Apologies for absence** – Apologies were received from Cllr G Patterson-Beedle. Councillors agreed to an extension to the completion of his acceptance of office form and register of interests form until June's meeting.
5. **Acceptance of minutes** – It was RESOLVED to accept the Minutes of the ordinary parish council meeting held on the 9th April 2025.
6. **Declarations of interest for items on this agenda** – Cllr Shannon Item 15 toilets.
7. **To consider any applications for dispensations under section 33 of the localism act 2011** - none received.
8. **Public participation** – to receive any comments from members of the public – none.
9. **Chairman's comments** – Cllr Burt had nothing to add.
10. **Councillors' questions and comments** - 24-hour notice in accordance with Standing Orders advisable – none.
11. **Cornwall councillor's comments** – Cllr. Brian Clemens thanked all for their support in regaining his seat. All Cornwall council members have compulsory training to attend over the next three months along with case work. 55% of new councillors have never served on a town or parish council prior to becoming a Cornwall council member. At present there is no ruling majority at Cornwall council as the numbers are mixed across all political parties. Full council is on Tuesday when a leader and cabinet will be appointed. Buses are a big issue across West Cornwall and once a portfolio holder is known, Cllr Clemens will pursue the issue.
12. **Planning:** no applications as of 07th May 2025.
13. **Public rights of way** –
 - 118/15 – The West Cornwall footpaths preservation society volunteers are awaiting delivery of the posts from Cormac.
 - 118/6/1 **FP down to Nanjizel** – uneven surface on the bottom section of the path. Cornwall council countryside team have advised that the Countryside Officer will take this part of the path in when they start their next round of SWCP inspections to see if/what could be done to improve things there. It is noted that in the general area, the path is challenging in many parts, so this should be expected by people out and about on the Coast Path.
 - Pavement maintenance weed removal** – Clerk has contacted highways, who have advised: 'Cornwall Highways do not have any expectation on parishes to undertake weed management on footways, however a number of parishes have decided to undertake this type of activity, as highways haven't routinely treated weeds for several years now. Highways will only look to take action if and when they become a safety concern rather than for aesthetics. Highways promote and encourage parishes not to use chemicals within the public asset to manage weeds but would recommend the use of physical removal. Due to their current highway's maintenance manual they do not proactively scrape/treat weeds so do not have the ability to provide such a service or have dedicated machinery to undertake this type of work. There is currently no expansion of a lengths man scheme being initiated or funded at present. Cllr Burt will provide the clerk with a map of the area of pavement that requires weeding for quotes to be sourced.
 - Stone chair Lane** – Cllrs Burt and Puddiphatt are going to meet on site with CGS to look at the issues.
14. **Highways** – VAS – Clerk has been unable to get a quote for this meeting so will be discussed at June's meeting.

Cllr Shannon left the meeting.

15. Amenities - Beach car park toilets

- Plumbing issues - Mr M Ayotte has completed the required plumbing works.
- Gate between storage container and toilet block – The materials have been ordered and will be completed as soon as they arrive.
- The old noticeboard outside of the Spar shop will be removed next week.
- Sunny Corner Bench Repairs – Mr Watling has picked up the slats and is currently applying a couple of coats of oil before taking them to the site to fit. It will hopefully be completed by the end of the week.
- Toilet blockage – Cllrs Burt and Hann kindly attended this evening, and it looks as if they are blocked due to too much paper being used. The door has been closed on the blocked toilet until the cleaners come in.
- Cllr Puddiphatt is going to check the toilets for signs advising people to use the bins provided in the car park and stop leaving rubbish in the toilets.
- The Wall gate unit has been fixed by the electrician.

Cllr Shannon returned.

- New notice boards x 2 and Telescope – Mr Watling has advised on the first inspection: both of the noticeboards are showing some signs of water staining when the doors are open, but no particular deterioration to the timber. The top bolt on the door to the beachside noticeboard is very stiff to operate, caused mainly by the bolt keep being slightly out of line with the bolt. The telescopes are generally ok, although there is some damage to the paint on the adult telescope. With regard to the noticeboards, the manufacturer states that no finish/oil/varnish is required to the timber as it will age and weather naturally. Given the locations and exposure, particularly the beachside board, I'll enquire with the manufacturer as to whether some protective finish may be required (and at what interval) as frequently manufacturers don't take into account the Cornish weather conditions.

16. Cemetery – to note one burial request was received and has taken place on the 06th May 2025.

17. Clerk's report and correspondence –

Annual Parish newsletter – clerk to try and locate the file in another format other than word and forward to Cllr Puddiphatt.

18. Payments - It was RESOLVED to authorise the following payments from the Unity account.

Jodie Ellis – Citizen of the year award trophies	£44.37
Rialtas - Alpha Software Annual Support and Maintenance License for 1 User	£243.60
T P Tree services Ltd – March and April grass cutting and cemetery cutting	£1368.00
Source for Business – Sennen Beach Toilet water charges	£321.84
Stevens And Nicholls Electrical Plumbing and Heating Limited – Toilet electrical work	£466.32
Barbara Goraus – Internal Audit 2024/2025 fee	£160.00
ICT Connect – website fee	£12.00
Jodie Ellis – Clerk Salary	£951.49
Crystal Clear – Sennen Beach toilet cleaning	£1150.64
HMRC – PAYE – TAX/NI	£253.35
Mark Ayotte – Sennen beach plumbing works	£678.00
	£5,649.61

19. Financial report of the clerk – It was RESOLVED to Approve the financial reports including Budget monitoring report from Rialtas circulated to members.

20. Internal Audit Report – It was RESOLVED to note and approve the internal auditor's report.

21. Annual Governance Statement – It was RESOLVED to approve and authorise Section 1 of the 2024/2025 return.

22. Annual Return – It was RESOLVED to approve and authorise Section 2 of the Accounting Statements 2024/2025 return.

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- 23. AGAR** – It was RESOLVED that Sennen Parish Council has no conflict of interest with BDO LLP the external auditors for the 2024/2025 audit.
- 24. Notice of the public rights and publication of unaudited annual governance & accountability return** – will be the 3rd of June 2025 to the 14th of July 2025.
- 25. Co-Option** – To note Sennen parish council has 4 vacant seats.
- 26. Grant Applications** - To discuss grant application received from:
Sennen Churchtown Hall for the Fun day 2025 - £582.00 – It was RESOLVED that unfortunately on this occasion councillors decided not to support the fun day and would like to reiterate that any funding applications must include financial accounts as detailed on the website and any grants awarded must advertise that the parish council has supported the event.
Sennen Surf club – for first aid training equipment - £463.00 – It was RESOLVED to award a grant of £463.00 on the condition that training will be available for parishioners after.
- 27. Councillor Responsibilities** – It was RESOLVED to confirm responsibilities circulated with the agenda to members with the addition of liaison with the Harbour Commissioners office to Cllr G Patterson-Beedle and Cllr George will be the Sennen school representative. Amendments can be made during the year as new councillors join.
- 28. Items for next month's agenda** – Newsletter and citizen of the year award.
- 29. Time and date of the next meeting** - Wednesday 11th June 2025 at 7.00pm for the ordinary parish council meeting at Sennen Churchtown Hall