

Date of decision	Reference	Decision taken by	Financial value	S137 Yes or No	Details					
Decisions taken under the Delegation to the Town Clerk Policy approved by Council on 15 October 2019										
Nov-19	252/19	Sandra Harris Town Clerk	£65	No	Removal of suckers from bases of trees in Coulson Pk					
Nov-19	252/19	Sandra Harris Town Clerk	£160	No	Treatment of Japanese Knotweed at Shire Hall Moor					
Nov-19	252/19	Sandra Harris Town Clerk	£20 approx	No	Repairs at the allotments					
Nov-19	252/19	Sandra Harris Town Clerk	£15	No	Cllr Guiterman's booking fee for Tree Wardens event					
Dec-19	285/19	Sandra Harris Town Clerk	£180	No	Biffa rubbish collection Annual fee					
Dec-19	285/19	Sandra Harris Town Clerk	£15	No	Cllr Guiterman's planning training booking fee					
Dec-19	285/19	Sandra Harris Town Clerk	£114	No	New sand sacks for road signs					
Dec-19	285/19	Sandra Harris Town Clerk	£8	No	Plants for memorial garden					
Dec-19	285/19	Sandra Harris Town Clerk	£157.80	No	PAT testing					
Dec-19	285/19	Sandra Harris Town Clerk	£9	No	Bungee clips for sack trolley					
Dec-19	285/19	Sandra Harris Town Clerk	£29.99	No	Portable heater for office					
Dec-19	285/19	Sandra Harris Town Clerk	£56.18	No	Christmas decorations & new puppets (Library)					
Feb-20	333/19	Sandra Harris Town Clerk	£180.00	No	Mole treatment King George V					
Feb-20	333/19	Sandra Harris Town Clerk	£62.00	No	Public toilet repair & building guttering repair					
Feb-20	333/19	Sandra Harris Town Clerk	£66.00	No	Renewal of membership National Allotment Society					
Feb-20	333/19	Sandra Harris Town Clerk	£15.96	No	Christmas lights for library					
Feb-20	333/19	Sandra Harris Town Clerk	£45.00	No	Key safe supply & fit					
Feb-20	333/19	Sandra Harris Town Clerk	£18.00	No	Outdoor light bulbs library					
Feb-20	333/19	Sandra Harris Town Clerk	£180.00	No	Mole treatment Castle Hill Cemetery					
Feb-20	333/19	Sandra Harris Town Clerk	£210.00	No	Advert costs for Tender					
Feb-20	333/19	Sandra Harris Town Clerk	£320.00	No	Clean moss/weed growth from all paths Cemetery					
Feb-20	333/19	Sandra Harris Town Clerk	£85.00	No	Cut back 2 rhododendron plants & others Cemetery					
Feb-20	333/19	Sandra Harris Town Clerk	£75.00	No	Collect sign from Council office and fix at Cemetery					
May-20	333/19	Sandra Harris Town Clerk	£4.00	No	Land Registry search fees					
May-20	333/19	Sandra Harris Town Clerk	£150.00	No	Cornwall Council enquiry - Do I need planning permission					
May-20	333/19	Sandra Harris Town Clerk	£384.91	No	Replace hanging rings King George V playing field					
May-20		Sandra Harris Town Clerk	£287.95	No	Microphone for assistant desktop, annual fee for website space and email LTC, annual fee for Cllrs email					
Jun-20	333/19	Sandra Harris Town Clerk	£60.00	No	Pest control King George V playing field					
Jun-20	333/19	Sandra Harris Town Clerk	£33.33	No	Removal broken dog bin Coulson Park					
Jul-20		Sandra Harris Town Clerk	£40.00	No	Refit planking to concrete park bench					
Jul-20		Sandra Harris Town Clerk	£40.00	No	Public toilet washbasin & tap repair					
Aug-20		Sandra Harris Town Clerk	£180.00	No	Mole treatment King George V playing field					
Aug-20		Sandra Harris Town Clerk	£81.48	No	JCT contract papers					
Aug-20		Sandra Harris Town Clerk	£25.00	No	Human Resources Lunchtime webinar					

Aug-20		Sandra Harris Town Clerk	£94.62	No	Annual maintenance fire extinguishers & blanket			
Sep-20		Sandra Harris Town Clerk	£506.52	No	Alter spacing of gym equipment - extra grass mat tiles			
Sep-20		Sandra Harris Town Clerk	£175.48	No	New monitors for Clerk's desktop			
Sep-20		Sandra Harris Town Clerk	£97.00	No	Laptop upgrade			
Sep-20		Sandra Harris Town Clerk	£150.00	No	Website & mobile site accessibility update to meet new legislation			
The following are decisions that have been taken by the Clerk as Proper Officer of the council under the Emergency Scheme of Delegation as a result of								
the Coronavirus Bill 2020 and associated Government Restrictions. The Register is made in accordance with the 2014 Openness of Local Government Bodies Regulations.								
Apr-20		Sandra Harris Town Clerk	£152.00	No	New post box supply & fit, 4 padlocks to close play areas, repair to filing cabinet			
Apr-20		Sandra Harris Town Clerk	£321.00	No	Royal Mail - mail redirected to Town Clerk			
May-20		Sandra Harris Town Clerk	£423.60	No	Rospa - annual play area inspections			
May-20		Sandra Harris Town Clerk	£41.98	No	Heavy chains to close Second Island walkway			
May-20		Sandra Harris Town Clerk	£49.35	No	Paint for benches			
May-20		Sandra Harris Town Clerk	£15.99	No	Hand santiser & antiseptic wipes for library			
Jun-20		Sandra Harris Town Clerk	£105.00	No	Legionella survey at Public Toilet			
Jul-20		Sandra Harris Town Clerk	£268.00	No	Covid 19 removal 2 swings from play areas			
Jul-20		Sandra Harris Town Clerk	£350.00	No	Legionella survey at Taprell House			
Jul-20		Sandra Harris Town Clerk	£55.00	No	DIY Legionella testing kit			
Jul-20		Sandra Harris Town Clerk	£190.00	No	Cut and collect Coulson & Pendour play areas			
Aug-20		Sandra Harris Town Clerk	£45.83	No	Wheelie bin for library			
Aug-20		Sandra Harris Town Clerk	£55.81	No	Library bags and table			
Sep-20		Sandra Harris Town Clerk	£84.17	No	New router to facilitate home working			
Sep-20		Sandra Harris Town Clerk	£45.83	No	Second wheelie bin for library			
Sep-20		Sandra Harris Town Clerk	£94.96	No	2 more tables and more bags for library			