

MINUTES OF THE ST SAMPSON PARISH COUNCIL MEETING HELD ON TUESDAY, 22ND NOVEMBER 2016 AT 7:15PM IN GOLANT VILLAGE HALL, GOLANT

Present: Councillors R Anderson (Chairman), S Ratchford and A Van den Broek

Cornwall Councillor D Hughes

Sue Blaxley (Parish Clerk)

1 member of the public

The Chairman opened the meeting at 7:15pm.

Public Participation

None

1. Apologies

Apologies for absence were received and accepted from Councillors S Fitzgerald, D Pugh-Jones, J Luddington and M Whell and from PC Lloyd Paynter.

2. To confirm the minutes of the meetings held on Tuesday 25th October 2016 and Monday 14th November 2016

The minutes of the meetings held on 25th October 2016 and 14th November 2016, having previously been circulated, were agreed as accurate records.

3. Declaration of interest in items on the agenda

None.

4. Planning

To receive and consider the following planning applications:

PA16/10132 – Application for proposed garage at Penquite Manor, Golant

The Chairman explained that Penquite Manor is a Grade II listed building and that this proposal is part of ongoing works to restore it to a residential property following its use as a YMCA. He said that the garage is proposed to be built on the site of two pre-fabricated buildings, one of which has already been demolished. Councillor S Ratchford said that the proposal will not have an adverse visual impact on views from the river. The Chairman said that he considers that the proposal is an essential improvement to the house and will enhance the AONB. It was proposed by Councillor A Van den Broek and

seconded by Councillor S Ratchford that this application be supported. All Councillors voted in favour of this proposal. The proposal was therefore carried.

5. Matters Arising from the previous meeting

To receive and consider reports on the action points from the previous meeting

Prepare Car Parking Order (SB/RA)

The Chairman said he had made contact with Cornwall Council regarding this matter and that the matter is ongoing.

New light and PIR in toilet (DPJ)

The Chairman said that this matter has been actioned. He said that the electrician also installed a new light outside the toilet.

Laminated notice to be put on car parking machine advising users of the car park that there is no charge in the winter months (RA)

The Chairman said that this matter has been actioned.

Complete form expressing interest in joint approach to toilet cleaning (RA)

The Chairman said that this matter has been actioned.

Ask Andrew van den Broek to remove protruding stone underneath the parallel bars (JL)

The Chairman said that this matter has been actioned

To receive and consider reports on any other matters arising from the previous meeting

The Chairman gave a brief update on the planning application which has been submitted for the re development of the Cormorant Hotel (reference number PA16/07360). He said that on Cornwall Council's planning portal, there are two further objections from members of the public. He said that the body representing the AONB has recommended that the application be refused as there is insufficient information submitted with the planning application as have the Flood Authority for the same reason.

6. To receive the Chairman's Communications

The Chairman reported that he has been inundated with thanks from parishioners regarding the parish council's deliberations on the planning

application for the redevelopment of the Cornorant Hotel. He reported that he had also received an application to hold an event on parish land under Section 101 of the LGA 1972 which sought permission to park vehicles on the village green for the AGM Rowing Club. The Chairman said the application was approved by councilors. He also reported that Boatwatch have contacted him regarding the press release about the hostility to the removal of BT phone boxes in St Austell. He explained that confirmation has been received from BT that the telephone box in Golant is not on their list for removal and that Boatwatch has emphasized that it is essential for life saving from the river especially as there is no mobile phone signal in Golant.

7. To answer any questions from Councillors, previously notified to the Clerk

None.

8. To receive a report from the Clerk

None

9. To receive reports from -

a) Police

The Clerk reported that PC Lloyd Paynter has said there has been no crime in the parish for over 6 months.

b) Cornwall County Councillor

Cornwall Councillor David Hughes reported that the CLP was formally adopted by Cornwall Council on 22nd November 2016. He said that Cornwall has to be able to demonstrate 5.5 years land supply towards its housing target. He said that as Golant is within the AONB, any major new development is precluded unless it is in the overriding public interest. Cornwall Councillor David Hughes said that a 3.97% increase in council tax has been approved by Cornwall Council. He said that budget cuts aim to be achieved by not replacing staff as opposed to redundancy. He explained that Cornwall Council is not supporting the restoration of grammar schools in Cornwall. He also explained that he had chaired the recent CNP meeting where Edwina Hannaford had stressed the importance of adopting the pre application protocol. He said that, at that meeting, Kernow Health Commissioning Trust reported that they have to rationalize and the future of Fowey Hospital is in doubt. He said the minor injuries unit will definitely close and that they will look at using the hospital land for community benefit. Cornwall Councillor D Hughes said that consultation is taking place on the boundary review and the governance review and that it is very important that feedback is received on the perceived roles of Cornwall Council and parish councils.

10. To authorise the signing of orders for payment, including -

South West Water (Water for toilets) - £23.52

Mrs S Blaxley (October 18th 2016 – November 15th 2016 salary/ expenses) - £351.58

Cornwall Council (Rent for car park) - £166.67

Grant Thornton (Audit fee 2016) - £120.00

HMRC (Employee Tax/NI) - £70.20

Bartletts (Lights in public toilet) - £133.74 South West Water (water for toilets) - £51.49

Mrs S Blaxley (Stamps/stationery) - £17.46

Robin Anderson (Printer ink for Neighbourhood Plan) - £96.23

It was proposed by Councillor A Van den Broek and seconded by Councillor S Ratchford that all of the above orders be authorised for payment. All Councillors voted in favour of this proposal. The proposal was therefore carried.

11. To receive correspondence from :

- a) Cornwall County Council

None.

- b) Others

None.

12. Finance Report

To receive a current financial statement of the accounts

The Clerk reported that, this month, income of £3,402.60 has been received from the car park machine. She said the accounts balance at £23,482.25. She said that due to administrative delays in AS Parking crediting the parish council's bank account with the money from the car parking machine, they have not made any charge at all for emptying the car parking machine this season. The Chairman signed the cash book.

13. Golant Car Park and Toilets

To receive and consider any matters arising relating to the toilets and car park

The Chairman said that the charging period for the car park has now ended and that he has affixed a laminated notice to the car parking machine informing users

that there is no charge for parking during the winter months. The Chairman also said that the toilet cleaning has now returned to an acceptable standard.

14. Village Green

To receive and consider any matters arising relating to the village green

It was noted that the inspection rota is now operational. It was noted that Councillor S Ratchford reported a number of issues when he undertook his inspection. First, the plank that makes the seesaw see saw is rotten. Secondly, one of the uprights on the picket fence is broken off. Thirdly, one of the caps on the fence posts has been split in two. Fourthly, the telephone box is filthy and the area around the telephone and around and behind the toilets is filthy with debris including wood waste and old canoes.

15. Neighbourhood Plan

To receive and consider matters arising relating to the neighbourhood plan

The Chairman reported that the steering group has now been divided into specialisms. He said the drafting of the plan is progressing well and will tie into the Cornwall Local Plan whilst simultaneously ensuring that it accords with the questionnaire. He said that one member of the steering group is undertaking a building survey of all the dwellings in the parish to ascertain facts such as date of construction and whether homes are permanent residences or second homes.

16. Highways

To receive and consider matters arising relating to highways in the parish

The Chairman said that the roads in the parish have been cleaned twice by Cornwall Council. He said that he has cleared the drains in Water Lane and will keep a watching brief on Robin's Hill. He said that at the present time, the PROW is still accessible. It was noted that spoil from a commercial operation in the vicinity of Robins Hill appears to be being tipped on common land.

17. Footpaths and Benches

To receive and consider matters arising relating to footpaths and benches

None

18. Community Emergency Plan

None

19. Planning Protocols

To consider formulating a response to the email from Cornwall Council circulated on 10th November 2016 regarding planning protocols

The Chairman said that there are three sections to the document emailed from Cornwall Council. The first relates to local councils and requires some brief details to be submitted about the parish. The Chairman said he would do this. The second relates to Cornwall council's commitment in terms of action to be taken regarding pre applications and to developers' commitment. The third section provides guidance for parish councilors and developers regarding pre applications which, the Chairman said, essentially relates to not pre determining planning applications. It was proposed by Councillor R Anderson and seconded by Councillor S Ratchford that the planning protocols as circulated in the email from Cornwall council dated 10th November 2016 be agreed. All Councillors voted in favour of this proposal. The proposal was therefore carried.

20. External Audit Report 2016

To receive and consider the external auditor's report for 2016

The Clerk summarized the comments made by the external auditor in his report. First, the parish council was unable to provide copies of the Notice of Appointment of Date for the Exercise of Electors Rights for 2015 or the Completion of Audit Notice for 2015 as the documents had not been retained by the Clerk. The Clerk did confirm that all notices were displayed appropriately and for the correct period of time. The auditor said that, in future years, the parish council should ensure that it retains this documentation. Secondly, the parish council has considered, approved and signed the Annual Governance Statement and the Accounting Statements on the same day and under the same minute reference number. However, in future, the former must be minuted first and the second under the subsequent minute. Thirdly, the parish council holds a high level of general reserves and it should consider taking steps to reduce the level of reserves in future years if it considers it necessary. The comments were noted and it was agreed that they were very much appreciated.

21. Precept

To consider the precept for 2017/18

The Clerk reported that she had circulated details of the income and expenditure up to 31/3/2016 together with the actual and anticipated expenditure and income up to 31/3/2017. She highlighted that there is anticipated to be approximately £1,000 expenditure over income at the year end. She explained that best practice suggests that parish councils should not have more than three times their precept held in a bank account plus earmarked reserves. She emphasised the need to justify setting a precept and the amount of the precept. The Chairman said that without the income of £7,000 from the car park, the parish council would not have been able to make the investments in the parish that it has done to date. Councillor A Van den Broek asked what the implications of the proposed changes to the car park charging and enforcement regime may be. The Chairman said that it will cost approximately £4,000 to set up a car parking order and the parish council will have to pay for the car parking machine to be emptied as well as providing new signage in the car park. He said that to reduce the precept or to not set a precept would be foolish given the uncertainty of the costs involved with the car park and toilets. It was proposed by Councillor A Van den Broek and seconded by Councillor S Ratchford that a precept of £3,758.30 be set which is the same as 2016/17. All Councillors voted in favour of this proposal. The proposal was therefore carried.

20. Date of next meeting

To confirm the date and venue of the next meeting on Tuesday 24th January 2017

The date of the next meeting was confirmed as Tuesday 24th January 2017 in Golant Village Hall commencing at 7:15pm.

There was no further business and the meeting was closed at 8:20pm.

ST SAMPSON PARISH COUNCIL MEETING

22nd NOVEMBER 2016

ACTION POINTS

<u>Minute Number</u>	<u>Action</u>	<u>By Whom</u>
5	Prepare Car Parking Order	SB/RA
19	Complete form giving details about the parish in accordance with pre application protocol	RA