

MINUTES OF THE ST SAMPSON PARISH COUNCIL MEETING HELD ELECTRONICALLY ON TUESDAY, 24TH MARCH 2020

Participants: Councillors D Jenkinson (Chairman), A Van den Broek, D Johns, M Whell, S Phillis, D Pugh-Jones and S Harper.

Sue Blaxley (Clerk to the Parish Council)

Public Participation

Comments from Fayre Hardy regarding agenda items 17 and 14 on the agenda were received electronically and were responded to by the Chairman. They are as follows: Agenda item 17: Has the PC resolved the issue of late payment for the car park income as yet? Which months are currently outstanding? The Chairman responded saying that all car park monies are now collected and none are outstanding.

Agenda Item 14: Is there a report to outline the financial implications of a pension scheme for the Clerk for the Parish Council, that is, the full financial implications of the pension of the Clerk and how it affects the Parish Council's Budget 2020/21 and if this means that there are any precept increases arising from this in future years? I see that the Clerk currently is reimbursed more than the precept, so I would be interested to know the following :-

- a) the amount of the employer's contributions (if the Parish Council are going to make any) to that pension fund?
- b) if so, is the Parish Council using pensionable pay or qualifying earnings?
- c) which pension fund the Parish Council are considering?
- d) depending upon the fund chosen, what penalties the Parish Council might face if the employee drops out of the scheme at a later date, or the Government lower the amount at which the Parish Council has to enrol an employee to the pension scheme.

The Chairman responded as follows: The clerk's annual cost and the precept are treated as two entirely separate and remote items, although obviously the one might have an effect on the other. In fact this year, we again decided not to increase the precept, on the basis that we are holding sufficient funds for our various projects and possible emergency costs. So, in answer to your question: In line with other councils and in tandem with St Neot specifically (where our Parish Clerk also works) we have considered putting our employee onto the Local Government Pension Scheme, details of which are to be found on Cornwall Council's web site, under pensions. The employee contributes 5.5% and the employer 18.7%. This would have been at a cost to the Council last year of £716.21 had she been in the pension scheme then. But it was a year with more meetings than normal and therefore, more paid hours (and salary costs) were generated. This year (with the new emergency arrangements that I will outline to the village later) there will be a severe restriction on actual meetings, so earnings this year would likely be a lot less. And if the clerk were to leave, then there are no financial implications to the Parish Council that I can foresee.

1. Apologies

Apologies were received and accepted from Graham Estlick.

2. To confirm the minutes of the meeting held on Tuesday 25th February 2020

The minutes of the meeting held on Tuesday 25th February 2020, having previously been circulated, were agreed as an accurate record.

3. Declaration of interest in items on the agenda

None

4. Matters Arising from the previous meeting

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

Drill grit bin that is full of water – MW

This matter has not yet been actioned and will be carried forward.

Contact FHC & Network Rail about orange barriers - DJ

The Chair said that FHC have confirmed that the orange barriers belong to Imerys and that if they are not collected soon, the Chairman will contact Fowey Harbour Master again.

Contact South West Water regarding tarmac around manholes - DJ

This matter has not yet been actioned and will be carried forward.

Examine lease for Boatwatch hut - DJs

This matter has not yet been actioned and will be carried forward.

Respond to Clair Connibeer regarding parking - DJ

The Chairman advised that Clair Connibeer has been offered a reserved bay in the car park at a cost of £100pa, (which has been accepted) as there was one still available. And the clerk is now awaiting the annual fee. However, the request for occasional parking on the green parking area was postponed, pending a fuller debate about parking in that area.

Ask contractor to trim hedges – MW

It was noted that this matter has now been actioned.

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

None

5. To receive the Chairman's Communications

- The Chairman reported that the damage to the footpath opposite Riverside House was reported to Highways who have attended the issue and repaired the footpath satisfactorily;
- The Chairman reported that he had received queries about developers' vehicles using Gumms Lane to transport fencing material to the back of the Cormorant Hotel site. He said that he and Councillor A Van den Broek had inspected the site and recognised that the fencing was for health and safety reasons, given the significant drop in the land level over the edge and down to the site below. He said that this will be replaced with more appropriate fencing when the development is completed.
- The Chairman reported that he had also received queries and comments about trade vehicles linked to the above, being parked in the main carpark. He said that he and Councillor A Van den Broek had met with the developer who said that the vehicles could not get the materials up to the place where the fencing material had to go and that the drive was too steep for their vehicles, given its current state. They have explained that they will have to concrete the drive and widen it, before they can get vehicles up there, but recognise that this must be done before the season starts. They confirmed that concrete lorries will not be able to get up the steep road to the site and that concrete will therefore be pumped from the bottom of the drive;
- The Chairman reported that due to the rapid escalation of Covid 19 and the need to enact our responses, a meeting was held (at distance) with Maurie Parsons, who has agreed to become the parish Covid Co-ordinator. He explained that the strategy had been issued to the village and Maurie Parsons has been collating names and contact details of all of the volunteers that have offered their services. The Chairman said that he will post another message in The Golant Pill to ensure that no one misses this vital communication. Councillor D Pugh-Jones said that she has put messages on the Golant Pill website.

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

The Chairman reported that he had received a request that councillors' contact details be put on the parish council and village websites. Councillor D Pugh-

Jones said that she thinks that as representatives of the community, councillors' details should be publicly available especially as they can no longer call round or see councillors out in the village, given the present situation with Covid 19. Councillor D Johns said that due to the fact this is a small village, most people know where to contact a councillor and therefore, he does not see a need for personal numbers on the website. The Chairman said that he cannot see any disadvantages in putting them on the website apart from unwanted contact and that he would support this request. The Clerk will put the contact details of councillors on the website in accordance with their individual wishes.

7. To receive a report from the Clerk

None

8. To receive reports from -

a) Police

None

b) Cornwall Councillor

The Chairman said that Cornwall Councillor A Virr has confirmed that the proposed devolution project is getting closer, and that he fully supported the actions we had been taking in asking for volunteers and establishing a Co-Ordinator. "We were leading the way!"

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

Mrs S Blaxley (17th February 2020 – 17th March 2020 salary and expenses) - £497.18

Cornwall Council (Rent for Car Park – March 2020) - £166.67

South West Water (Water for toilets 5/2/20 – 3/3/20) - £13.52

Martin Whell (Grit/Salt for Grit Bins) - £119.76

Glenn Humphries Landscaping (Grass cutting 28/6/19 and 19/7/19) - £180.00

HMRC (PAYE) - £23.45

It was proposed by Councillor D Pugh-Jones and seconded by Councillor S Phillis that all the above orders be authorized for payment. All Councillors voted in favour of this proposal. The proposal was therefore carried.

10. Finance Report

To receive a current financial statement of the accounts and to review income and expenditure against budget

The Clerk reported that, since her last report, £100 has been received for a car

parking permit and the account balances at £17,255.89.

11. Cormorant Hotel Site

To receive and consider matters arising relating to the Cormorant Hotel site

The Chairman said that the site is now clear and all debris removed. This will provide a small respite to the village from the continuous tractor and trailer movements that have been experienced. Similar issues from the Water Lane site have also generated some issues with mud on the lane by South Torfrey nursery making the lane almost impassable to pedestrian traffic. Highways have been informed and the developer has scraped the majority of mud away (albeit leaving the drainage points still blocked with mud). The Chairman said that there has recently developed a boundary dispute between the developer and the next door building whereby the developer has marked the boundary for fencing which appears to be marked within the curtilage of the next-door property. The developer has confirmed that the site is likely to be closed soon for 10-14 days due to the situation with Covid 19 and until they know what Government will allow?

12. Devolving Assets from Cornwall Council

To receive and consider matters arising relating to the devolution of assets from Cornwall Council

The Chairman said that there was no further report and that precise dates and action requirements are still awaited.

13. Climate Change

To receive and consider matters relating to climate change

This matter was deferred until a future meeting.

14. Pension for Clerk

To consider joining the Local Government Pension Scheme

The Chairman said that the details of the proposal to place our employee (the Clerk) onto the Local Government Pension Scheme have been circulated in advance of the meeting. He said that, in a full year (and had it been last year as an example) the theoretical cost to the parish council would have been £716.21. He explained that the Clerk has already joined the Local Government Pension scheme for her work with St Neot Parish Council. It was proposed by Councillor D Jenkinson and seconded by Councillor D Pugh-Jones that St Sampson Parish Council joins the Local Government Pension Scheme. All Councillors voted in favour of the proposal. The proposal was therefore carried.

15. Calor's Rural Community Fund

To consider applying for a grant from Calor's Rural Community Fund

It was noted that the deadline for applications is 9th April 2020.

16. VE Day Celebrations

To consider making a financial contribution to the VE Day celebrations

This matter was deferred until a future meeting.

17. Golant Car Park and Toilets

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

The Chairman said that a request has been made for a hook to be placed on the back of the door to the toilet. Councillor S Phillis said that he would do this.

18. Village Green

To receive and consider a request for a parking permit for occasional parking in the village green car park

The Chairman said that the original request for occasional parking on the village green has thrown up a variety of issues that need to be considered which include the following: Who should have a permit? How many permits can one have? Should we set a limit on total permits? Should we upgrade the area to overcome the many potholes and provide a more stable foundation for car parking generally. Should we charge? Should we agree with Golant Quay Users to fill in the ditch and add more car parking spaces? Councillor D Jenkinson suggested that a small subcommittee be formed to consider these matters and share proposals with other members of the council, before seeking a wider view from the village. He commented that it would be a beneficial development that would enhance the village, assuming that the parish council will be in receipt of C.I.L funding. Councillor D Johns said that this is a complex issue not suitable for email exchange so a sub-committee seems like a good idea and the ideas can be presented at a future meeting. Councillor D Pugh-Jones said that she would like to be on the sub-committee. Councillor S Phillis said that, having done some measuring on the village green, creating further spaces would involve moving some of the current chain post/fencing to enable cars to park opposite the existing parking. He said that doing this would create only 6 further places and that to make parking viable on the village green, it is definitely a bigger project. He said there are currently 14 issued passes for the village green and only 9 places exist. Councillor D Jenkinson said that there seem to be various

views on a way forward on this including likely resistance from Golant Quay Users over our using the ditch to increase parking space, which would need to be overcome. He said that a sub-committee would be the most appropriate way forward and that he is happy to join.

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

The Chairman said that the contractor needs to fill in any potholes and re-seed where necessary. Councillor A Van den Broek said he would arrange this. In addition, it was agreed that, due to the latest edict from HM government, with Covid 19, Councillor A Van den Broek would ensure that the playground equipment could not be accessed. The green would for now remain available.

19. Neighbourhood Plan

To receive and consider any matters arising relating to the Neighbourhood Plan

The Chairman said that Councillors are asked to consider the latest draft of the NDP for comment and to let Councillor S Harper any responses by close of business today. He said that the document will then be sent to Cornwall Council to judge if it meets with their approval and can go forward to the next stage (the referendum). Councillor S Harper said that she has had confirmation that the plan can be submitted to Cornwall Council and to do that a “consultation document” needs to be submitted. She said that Sue Reardon has already supplied her with names of the original Steering Group as they are needed for the submission. She said the document will be checked for legal compliance. She said that part of the email from the NDP department reads: “We are currently still dealing with neighbourhood plans, although NDP referendums are currently postponed until further notice. The lockdown also affects site visits for NDP examinations. You can still submit the plan and we can carry out the legal compliance check where an officer report is produced and the plan is signed off as legally compliant. This can take up to six weeks including legal compliance check and sign off. We would have to review when we carry out the statutory six-week consultation before the examination as we have extended the NDP deadlines for the plans currently at consultation for St Endellion and Lanteglos by Fowey.” Councillor S Harper said that she was keen to keep this project moving forward.

20. Highways

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

None

21. Footpaths and Benches

To receive and consider any matters arising relating to footpaths and benches in the parish

Councillor D Pugh-Jones said that a parishioner has commented that he can no longer walk on the lower Saint's Way Path because it has broken away (just past the Cormorant fencing) and he is frightened of falling. Councillor D Jenkinson said that he understands that it is a "highways" responsibility and that he will follow up the matter. Councillor D Johns said that if there is no response from highways, a small working party should be able to rectify this.

The parish Clerk has notified the person in charge at Cornwall Council (to alert them of the "risk") and it is understood, that someone from the Council has been to inspect the site.

22. Date of next meeting

Due to the Corona Virus situation, the parish council will consider how best to cover the business of the council as outlined in the approved resolution undertaken by email on Monday 23rd March 2020.

ST SAMPSON PARISH COUNCIL MEETING

24th March 2020

ACTION POINTS

<u>Minute Number</u>	<u>Action</u>	<u>By Whom</u>
4	Drill grit bin that is full of water	MW
4	Contact South West Water regarding tarmac around manholes	DJ
4	Examine lease for Boatwatch hut	DJs
6	Put the contact details of councillors on the website in accordance with individual wishes	SB
17	Place hook the back of the door to the toilet	SP
18	Arrange for contractor to fill in potholes on Village green re-seed where necessary	AVB
18	Close the access to playground equipment	

to prevent use

AVB

21

Seek update from Highways re: damage to lower Saint's
Way path

DJ