

**MINUTES OF THE ST SAMPSON PARISH COUNCIL MEETING  
HELD ON TUESDAY, 28TH MARCH 2023 AT 7:15PM IN ST  
SAMPSON PARISH CHURCH, GOLANT**

**Present:** Councillors D Jenkinson, (Chairman), D Johns, C Taylor, D Pugh-Jones and S Harper.

Sue Blaxley (Parish Clerk)

The Chairman opened the meeting at 7:15pm.

**Public Participation**

None

**1. Apologies**

Apologies were received and accepted from Councillors M Whell and A Van den Broek.

**2. To confirm the minutes of the meeting held on Tuesday 27th February 2023**

The minutes of the meeting held on Tuesday 27th February 2023, 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**

Councillor C Taylor said that he had obtained quotations (from a local supplier) for replacement benches and that a 6 person standard wooden picnic bench would cost £180 and that a standard bench would cost £160. He said that one of the benches on the village

green definitely needs removing/replacing as it is rotten. He said that he would check if any of the other benches are in a similar state. There was some discussion about whether some of the benches belong to the pub. It was agreed that Councillor C Taylor would check.

As Councillor A Van den Broek was not present, it was not known whether the D shackles on the swings have been replaced.

The Chairman said that he had made contact with a company regarding the cost of a mobile repeater unit and was waiting to hear from them. He said that he would follow this up.

The Chairman said that he had circulated a PDF of the village map via Maurie Mail. He thanked Councillor D Pugh-Jones for updating the parish council's website and the village web site to include the village street map.

Councillor D Johns confirmed that he had sent out a Maurie Mail regarding business rates and council tax rules.

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

The Chairman said that, following an email from the Planning Case Officer regarding the proposed summerhouse next to Robins Hill, in which he said that he was minded to approve the application, all councillors were contacted by email. The consensus view which was communicated to the Planning Case Officer was that the parish council "agree to disagree" with him, as there remains a question of access to the site.

### **5. To receive the Chairman's Communications**

The Chairman emailed the following communications in advance of the meeting:

1. Email from VH seeking clarification on the presentation by architects for Sunnyside.
2. Email confirming a planned meeting on the Coronation to be held.
3. Email providing contact details to follow up "mobile signal strength"

discussions.

4. Email re: Sunnyside planning application and planned presentation in the village hall.
5. Confirmation that the Alliance Parking signage would be provided in time for the new charging season in the car park.
6. Email detailing the application of VAT on certain items and noting the need to charge sufficient fee (for a kayak store) to cover for VAT.
7. Email suggesting that an invoice be raised to pay for heating/lighting in the church for the PC meetings in February and March.
8. Query received about the “value” to be placed on the car park and toilet block, for the asset register.
9. Request for a couple of hard copy village street maps.
10. Reply from across the river about installing a mobile signal repeater. Can one be made unintrusive and is there any health risk?
11. Thanks, received from a parishioner for the clearance of roadside debris by John Varco.
12. Contact details provided for an established architect with knowledge of the village for possible plans for the toilet block.
13. Multiple emails from another local architect interested in quoting to design the proposed kayak store.
14. Multiple emails from a third architect about the proposed redesign of the toilet block.
15. Email re: the need to have a dialogue with the developer for Sunnyside who has a separate development nearing completion at Grampound. We need contact details for Mr Tillett, the owner.
16. Confirmation that The Gallery is back on the market and up for auction.
17. Clarification sought on whether the Gallery could be classed as a community asset?
18. Confirmation that as the building is not currently used as a community asset, then it would be unlikely to achieve that status.
19. Confirmation that post has been delivered to Fayre and Martyn, addressed to the PC.
20. Email from the new Chair of the VH committee detailing the issues to be tackled relative to the VH acting as Agent in securing funds for the playground project.
21. Follow up email on the above.
22. Question posed to see if we thought we needed a second defibrillator.

23. Email from an interested parishioner, detailing the types of properties in the village and property rates?
24. Follow up email re: the above, with concern over the trend towards more holiday properties versus full time residential buildings and the occasional incorrect application of property rates, where a holiday home has been classified as such, despite now being a permanent address.
25. Parishioner wondered if a grant might be more easily made available if the village were to own the toilet block rather than the PC?
26. The particular grant in question had already closed.
27. Thanks received from a Parishioner for amending the village street map.
28. Email received confirming a further amendment was required to the above map.
29. Praise and thanks for the updated village map receive via Maurie mail. "To all involved, a brilliant new map."
30. Email pointing out that the Christmas tree lights on the PC asset register were the old ones that have since been replaced.
31. Email traffic concerning the siting of the proposed webcam.
32. Draft of the Maurie Mail to be sent out re: Council Tax or Business Rates.
33. Update on the progress with the 'retaining wall' at the top of Fore street.
34. Thanks received from a couple of parishioners for the amendment to the village map.
35. Email received from the VH outlining the initial plans for the celebrations for the King's Coronation.

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

None

**7. To receive a report from the Clerk**

None

**8. To receive a report from Cornwall Councillor A Virr**

A report (see below) was read out at the meeting:

## Construction Guidance

Following the helpful meeting between St Sampson Parish Council, myself and a senior Planning Officer we are awaiting some wording to be agreed by the planning team for St Sampson Parish Council to include in their approval for planning applications locally.

## Cormorant Development Scheme

I understand the works have finally come to an end on the old Cormorant Hotel plot. I appreciate this has been a major headache for the village. Please can I thank the parish council for working so hard to minimise the impact and liaise with both the community and the developers.

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

Mrs S Blaxley (Salary and Expenses – 22nd February 2023 – 22<sup>nd</sup> March 2023) - £668.86

Cornwall Pension Fund (Pension Contributions) - £117.74

Source for Business (Water for Toilets – February 2023) - £11.67

Flowbird Smart City UK Ltd (Car Parking Machine Rolls) - £300.00

Flowbird Smart City UK Ltd (Car Parking Machine Monthly Fee) - £24.00

HMRC (VAT October – December 2022) - £934.85

It was proposed by Councillor D Johns and seconded by Councillor S Harper that all the above orders be authorized for payment. All Councillors voted in favour of this proposal.

### **10. Finance**

#### **To receive and consider a current financial statement of accounts**

The Clerk reported that income of £670.00 has been received for car park permits. She said that the accounts balance at £24,300.95. She said that councillors need to be mindful of the additional charges to the parish council now being incurred as a result of the cashless

parking machine although it was agreed that these are somewhat offset by not having to pay rent to Cornwall Council for the car park. However, it was noted that 20% VAT is being paid on all income from the car parking machine and parking permits and that this should be borne in mind when reviewing these charges at the end of the year. Without income from the carpark, the PC would not have sufficient income to operate.

## **11. Cormorant Hotel Site**

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

The Chairman said that he had received an email from the developer, saying that all works are now complete and 2 houses are still being marketed. He said that a financial settlement has yet to be finalised for the white lining previously agreed with the developer and for a contribution towards the upgrade to the playground. Councillor D Pugh-Jones said that the gate on the Cormorant site is now unlocked allowing public access through the site and that the southern end of the carpark had been affected by development vehicles. Councillor D Johns said that during heavy rain, water is running down the left-hand side of the driveway onto the road. The Chairman confirmed that a meeting was scheduled with the developer to finalise any concluding financial arrangements.

## **12. Car Park**

### **To receive and consider quotations for re-tarmacking and white lining of the car park**

Councillor C Taylor said that he had obtained three quotations for re-tarmacking and white lining of the car park. He said that one of the contractors has quoted to remove the post/rails on the section of the car park to be re-tarmacked and whilst he had asked the others to do the same, they had not responded. He said that the most reasonable quotation was in the sum of £3,280 plus VAT which was submitted by D J Wilton and Sons. It was proposed by Councillor C Taylor and seconded by Councillor D Pugh-Jones that this quotation be accepted. All Councillors voted in favour of the proposal. The

proposal was therefore carried. Councillor C Taylor said that he will arrange for the works to be done, avoiding Easter and Bank Holidays and would ascertain how long the works will take.

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

The Chairman thanked Councillor D Johns for his hard work in progressing the cashless parking machine which is now operational. Councillor D Johns said that spare rolls and instructions for changing them, plus instructions for re-setting the machine are stored in the Boatwatch Hut. Councillor D Johns said that Flowbird has agreed to put the VAT number on the car parking tickets, without further charge.

**13. Public Toilets**

**To receive and consider the quotation for the cleaning of the public toilet for 2023/24**

The Clerk said that the cost of cleaning the public toilet in 2022/23 was £2574.00 plus VAT. She said that the cost for 2023/24 will be £3063.59 plus VAT which represents an increase in line with the rate of inflation. She explained that this cost is for a daily clean between April and September and a clean at the weekends only in the winter months. It was proposed by Councillor D Jenkinson and seconded by Councillor C Taylor that this quotation be accepted. All Councillors voted in favour of the proposal. The proposal was therefore carried.

**To receive and consider any other matters arising relating to the public toilets**

Councillor D Johns reported that he had circulated a Maurie Mail saying that the parish council is considering the use of the toilet building as a kayak store and had received 43 requests for kayak spaces. He said that approximately 20 of these requests are from parishioners. He said that storage for 35 kayaks could be provided inside the building and the area to the rear of the building could also be used which would result in overall storage for 50 kayaks. The Chairman said that with so many responses received in support of

the use of the building for this purpose and with no strong alternative suggestions, there was clearly a demand for a kayak store. It was proposed by Councillor D Jenkinson and seconded by Councillor D Pugh-Jones that the toilet building, apart from the one public toilet currently in operation as a toilet, be used for community kayak storage. All Councillors voted in favour of the proposal. The proposal was therefore carried.

Councillor D Johns suggested that the conversion works and the facility could be driven and managed by a community kayak group. He said they could pay a peppercorn rent to the parish council for use of the building and would be responsible for all the conversion works, maintenance and the collection of fees for kayak storage. He said that the facility could raise up to £1,000pa which would cover maintenance costs. He said that the building could be converted fairly quickly and this would involve stripping the walls and fixtures and fittings and disconnecting the electricity and water. He said there would be minimal alterations to the exterior of the building apart from the removal of the front wall. He said that the store to the rear of the existing public toilet could be used for the storage of paddles and oars. He said that he anticipates the facility could be operational by the summer. Councillor D Pugh-Jones asked how much money the parish council would need to invest in the building. Councillor D Johns said investment by the parish council could potentially be zero although the parish council may be asked for a financial contribution by the community kayak group. The Chairman said that the community kayak group would need to have a constitution, insurance (including public liability) and a bank account and enter into a legal lease agreement with the parish council. Councillor D Pugh-Jones said that public liability insurance is of paramount importance. Councillor D Johns said that he could circulate a Maurie Mail saying that skills are required to enable the conversion and to draw up the necessary paperwork. It was agreed that the Chairman (who had already received three quotations from architects) would ascertain if planning permission would be required for "change of use" of the building to a kayak store. It was agreed that reports would be made to the monthly meetings of the parish council regarding progress with the project. All councillors agreed to consider this proposal and to conclude discussions at the next meeting.



## **14. Village Green and Playground**

### **To receive and consider quotations for the grass cutting for 2023/24**

The Chairman said that two contractors – C Taylor and Cornwall Landscaping– usually undertake the grass cutting and footpath strimming in the parish and given that they live locally, are able to undertake this work as and when required. It was proposed by Councillor D Johns and seconded by Councillor D Pugh-Jones that C Taylor and Cornwall Landscaping are authorised as the grass cutting contractors for the 2023/24 season. All Councillors voted in favour of this proposal except for Councillors D Jenkinson and C Taylor who abstained from voting. The proposal was therefore carried.

### **To receive and consider any other matters arising relating to the village green and playground**

Councillor S Harper said that the Village Hall Committee will provide the means (as agent) to collect money in aid of the Playground project which is now back on the agenda. She said that the money raised will come to the parish council as a donation and the parish council will purchase the equipment and be responsible for it. Councillor S Harper said that she will send out a Maurie Mail asking parishioners to organise events to raise money for the project or to make donations by 1<sup>st</sup> September 2023. She said that the funds raised by this date will determine which equipment can be purchased. Councillor D Pugh-Jones said that she would write an article for Golant Pill to promote the project. Councillor D Jenkinson said there were possibly some new grants available, within the “levelling up” programme. The Clerk suggested asking Cornwall Councillor A Virr for some money from the Community Chest Fund.

Councillor D Jenkinson said the village green may need some specific investment to include levelling, raking and re-seeding as it is currently in a poor state of repair. But it was agreed that it was probably too late for this season, but that we should table a plan to re-examine the village green after the summer.

## **15. Coronation Celebrations**

## **To consider the celebrations for the coronation of King Charles III**

The Chairman said that it is proposed to hold lunch celebrations on Sunday 7<sup>th</sup> May 2023 on the village green and that the parish council has been asked to fund the provision of a coronation cake or cakes plus packed lunches for up to 16 people who may be unable to attend the village green event. He said that funding up to the value of £150 has been requested. It was proposed by Councillor D Jenkinson and seconded by Councillor S Harper that funding up to £150 be provided. All Councillors voted in favour of this proposal. The proposal was therefore carried. Councillor C Taylor suggested that the provision of coronation mugs for the children of the parish might be a good idea?

## **16. Green Issues**

### **To receive and consider any matters arising relating to green issues in the parish**

Councillor D Johns said that, through the Woodland Trust and Cornwall Council, a number of free trees are available in an attempt to achieve 12% tree cover in Cornwall (the national average). He said that he is collating a data base of heritage varieties of fruit trees that are planted in the parish. The Chairman suggested looking at the latest update from Cornwall Council, in the recent 'Maurie Mail' for more background information on the supply of "free" trees.

## **17. Highways**

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

Councillor D Pugh-Jones said there are a number of potholes on the roads, the locations of which are difficult to identify on Cornwall Council's interactive mapping system. The Chairman reminded councillors that the only system for Highways to fill potholes, is via their interactive map and if more parishioners would use the system, then more potholes would get repaired.

The Chairman said that an improved sign at the Castledore crossroads is on the CNP's (Community Network Panel) list of funding for future highways improvements.

**18. Footpaths and Benches**

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

None

**20. Date of next meeting**

**To confirm the date and venue of the next meeting on Tuesday 25th April 2023 in Golant Village Hall.**

The date of the next meeting will be on Tuesday 25th April 2023, commencing at 7:15pm in Golant Village Hall, Golant

There was no further business, and the meeting was closed at 8:45pm.

**ST SAMPSON PARISH COUNCIL MEETING**

**28th March 2023**

**ACTION POINTS**

<b><u>Minute Number</u></b>	<b><u>Action</u></b>	<b><u>By Whom</u></b>
4	Replace D shackles on swings	AVB
4	Ascertain which benches on the village green need replacing	CT
4	Ascertain ownership of	

benches on village green

CT

4

Investigate cost of mobile  
repeater unit

DJ