

**MINUTES OF THE ST SAMPSON PARISH COUNCIL MEETING
HELD ON TUESDAY, 27th JUNE 2023 AT 7:15PM IN GOLANT
VILLAGE HALL, GOLANT**

Present: Councillors D Jenkinson, (Chairman), D Johns, C Taylor, A Van den Broek, D Pugh-Jones and S Harper.

Giles Harrison and Fayre Hardy

Sue Blaxley (Parish Clerk)

The Chairman opened the meeting at 7:15pm.

Public Participation

Giles Harrison said that he had run some tests on the broadband and was happy with the arrangement. He said that he had installed a switch box which prioritises the car parking machine over that of Oakenhurst's. He requested that the restriction on Oakenhurst during holiday lets (as it was thought the occupiers may overuse the broadband) be removed. He asked for an invoice to be sent to him for his share of the cost of the broadband. He asked who would be installing and operating the webcam on the Boatwatch Hut. The Chairman explained that Boatwatch will be undertaking this task, but the parish council had given them some money in support of purchasing the webcam. Giles Harrison asked if the parish council receives any money from the parking enforcement in the car park. The Chairman said they did not and it was noted that the parking enforcement company do not have to put parking contravention notices on vehicles as a photograph of an offending vehicle is all that is required.

- Fayre Hardy said that a shed has been erected in the garden of Orchard Cottage (a listed building) without the benefit of planning permission. She said that it has been reported to Cornwall Council.
- She explained that the card machine has produced £1,700 worth of income and she hoped that the parish council will pay for the machine (£58.80).

- She said that there will be a car boot sale on Saturday 1st July 2023 and that help was required to direct people into the site and to indicate where cars are to be parked to enable people to display their goods.
- Regarding the playground project, she asked if money will be set aside annually for maintenance of the equipment. The Chairman said that this will be done. In addition, she asked if those who have helped to raise money for the play equipment could have a say in which equipment is purchased. Councillor D Pugh-Jones said that those parishioners who have children and grandchildren should also have an input.
- Fayre Hardy congratulated the Clerk on the internal audit report and thanked her for her hard work.

1. Apologies

Apologies were received and accepted from Councillor M Whell.

2. To confirm the minutes of the meetings held on Tuesday 23rd May 2023

The minutes of the meetings held on Tuesday 23rd May 2023, having previously been circulated, were agreed as an accurate record.

3. Declaration of interest in items on the agenda

None

4. Planning

To receive and consider the following planning applications:

PA22/07079 - Listed building consent for external and internal alterations at Bellsat Farm, Golant

The Chairman explained that the proposal comprises the removal of an inappropriate concrete extension, the installation of new windows and internal re-arrangement. It was proposed by Councillor D

Jenkinson and seconded by Councillor D Pugh-Jones that the application be supported. All Councillors voted in favour of the proposal. The proposal was therefore carried. The Chairman also noted that it had proved difficult to examine the various documents on the planning portal, which kept suggesting that too many documents were being viewed? He will follow this up with the planning portal web designer.

PA23/03726 - Partial Change of Use Only to mixed use - 30% unisex / disabled toilet and service corridor - 70% community storage facility (kayaks, SUPs and Boat Equipment) at Public Conveniences, Golant Fowey

It was noted that as this is a parish council application, no comments should be made to Cornwall Council. The Chairman thanked Councillor D Johns, on behalf of the parish council, for submitting the application.

5. Matters Arising from the previous meeting

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

- Councillor D Jenkinson said that following a request from Martyn Hardy, he had contacted CML to see when their licence application might be forthcoming? An application for a licence for works on the river front by CML has been delayed whilst the priority areas are worked out and that the Parish Council will be informed when an application is submitted.
- The Chairman said the planning applications for St Carroc and Sunnyside remain outstanding. Councillor C Taylor said that it is unreasonable that decisions on planning applications are being delayed because of conditions the parish council has asked for. The Chairman explained that the parish council is seeking a planning condition which is broadly in line with Cornwall Council's document entitled "Noise and Dust Control on Construction and Demolition Sites" dated April 2010 and would be consistent with the same condition applied to Lantyan House, previously agreed by Cornwall Council. In the case of

Sunnyside, the Parish Council (in response to an invitation by Cornwall Council to comment) had asked for an assurance that party wall agreements were in place (assuming that they were required?) and for an assurance that the original statement by the applicant about the footprint being the same as the previous building, was being adhered to?

- The Chairman said that he had been advised that re-surfacing of Water Lane will take place in September 2023. He said that if works to the river-frontage are undertaken just after the re-surfacing works, a 5-tonne dumper truck regularly driving on the surface might result in damage to the road surface. It was therefore agreed with CML, that a condition would be imposed by the Parish Council that the road be re-instated to the condition in which CML found it before works commenced (with an agreed timescale for these works). Councillor D Johns asked if Golant was the sole point of access for these works and, if so, what was the reasoning for this? The Chairman said he would contact CML again to ask if there was a better route to undertake the works in the Golant sector. Similarly, it has already been asked whether it would be possible to use the railway as a means of access. But this has been investigated by CML and found to be inappropriate.

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

None.

6. To receive the Chairman's Communications

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

1. Email received from a parishioner explaining the rules pertaining to permitted buildings, reference the shed at Orchard Cottage
2. Email received from neighbours of the Sunnyside development to

suggest that the pegging out of the site seems to have expanded the development and to identify that a party wall agreement should have been obtained, prior to any excavation.

3. Email from a parishioner identifying that the “shed” at orchard cottage was in breach of E and G (permitted development) and was also in front of the principal elevation of the neighbouring property.

4. Email confirming all documents sent off to planning re: toilet block/kayak store.

5. Email from Highways explaining that there is a backlog of work because of bad weather in March, but that they were working through their list of scheduled and identified work.

6. Email sharing the background to the ongoing consultation to do with “short term lets” and other permitted development.

7. Email about bee swarms. If they occur, let Ian Laughton know.

8. Email requesting update on the debate on proposed kayak storage fees.

9. Explanation requested to understand Parish Clerk’s payment details.

10. Follow up response from Highways after more defects were reported: “[Good morning David, If residents wish to raise their concerns with us directly then I am happy to explain about our processes and how we work in accordance with the Highways Maintenance Manual. They can make contact using our generic enquiries mailbox enquiries@cornwallhighways.co.uk or they can report defects using the online defect reporting system.](#)”

11. Email to confirm some of the larger potholes had been attended to.

12. Email from the canoe club to offer to help at the fete to raise money for the Playground Appeal.

13. Further email with views on achieving the right balance of fees for the kayak storage arrangement.

14. Email to say thank you for cutting back of the footpaths on the Downs.

15. Email requesting topics for the Port Users Group forthcoming meeting.

16. Email explaining the configuration of the broadband switch to ensure priority to the parking machine, then CCTV, then Oakenhurst in that order.

17. Email traffic to try and explain insurance cover for various fund raising events.

18. Email to clarify that our broadband momentarily “went down” which may have affected the ticket machine. But on inspection seemed ok other than having a “wait a moment” script showing?
19. Confirmation that the Agenda for the Port Users Group meeting will include an update on the work being carried out on the river bank by Network Rail later in the year.
20. Email confirming various sponsors for the forthcoming dog show in support of the Playground Appeal.
21. Request received for a portrait of King Charles for the village hall.
22. Update on arrangements for a donation by a parishioner, to purchase a picnic bench to celebrate the coronation.
23. Email seeking clarity on PC having the ability to fund raise directly.
24. Email pointing out the need to continue with more path strimming on the Down footpaths.
25. Further email confirming that the paths were being cut/strimmed.
26. Email confirming the fees for Quay Users, pointing out the difference between those on the electoral role and those not on the electoral roll.
27. Email providing “application for funding” script.
28. Email checking that events on the village green need an application form completed.
29. Email of “thanks” for the cutting back of the various Downs Paths.
30. Email confirming a new round of “levelling up” funding has been made available, for supporting regeneration, resilience and wellbeing.
31. Confirmation from Planning that they have accepted all appropriate documents to do with the conversion of the redundant toilet block.
32. Multiple emails to do with donations for the Playground Appeal.
33. Email received from parishioner concerned with the additional cost of storage fees for the kayak store.
34. Request for a donation from the PC to pay for the recently purchased “card reader” that was used successfully at the village fete.
35. Email from Highways about the re-surfacing of Water Lane.

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

None

8. To receive a report from the Clerk.

None

9. To receive a report from Cornwall Councillor A Virr .

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

Water Lane Resurfacing

The works to Water Lane are scheduled for September 2023. Highways have given an undertaking to visit the village before the works are undertaken and meet with the Parish Council to ensure the works can be undertaken with an acceptable and workable level of disruption. The works are very necessary and will be a huge improvement from the current poor road surface.

Armed Forces Day 2023

Cornwall hosted the Armed Forces Day on Saturday. It was a wonderful occasion to celebrate and give thanks to the work of the Armed Services in our nation and across the world. Cornwall has one of the largest number of veterans living in the Duchy. This year the event included a conference focussing on mental health and wellbeing for serving and retired armed forces personnel.

Adult Social Care

As well as serving as your local councillor, I am also on the Cabinet with the Adults Portfolio. This involves overseeing the work of Adult Social Care and Public Health. I am pleased to report that following months of hard joined up work between health and social care in the county, the ambulance response delays have greatly reduced, waits for domiciliary care have reduced and we are admitting fewer residents into care homes, rather enabling them to continue living in their own homes.

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

Mrs S Blaxley (Salary and Expenses (18/05/23 – 20/06/23) – £677.43
Cornwall Pension Fund (Pension Contributions) - £126.84

BHIB (Additional Insurance Premium for Toilet Building) - £20.99
Source for Business (Water for toilet) - £54.52
Turps Wood Design (Picnic Bench) - £190.00
Flowbird Smart City (Car Parking Machine) - £59.54
LJC Bookkeeping Services (Internal Audit 2022/23) - £125.00
Golant Village Hall (Card Machine for Fundraising Events) - £58.80

It was noted that the payment to BHIB is the additional insurance premium for the toilet block. It was proposed by Councillor D Johns and seconded by Councillor A van den Broek that all the above orders be authorized for payment. All Councillors voted in favour of this proposal.

11. Finance

To receive and consider a current financial statement of the accounts

The Clerk reported that income of £85.00 has been received for a car park permit, £1772.50 from the car parking machine and £1,200 asbestos grant (for the toilet block) from Cornwall Council. She said that the accounts balance at £13,287.38. She said that approximately £3,000 of this is from CIL funding which has to be used on community infrastructure projects within the permitted timescale.

12. Internal Audit Report

To receive and consider the internal audit report for 2022/23

It was proposed by Councillor A Van den Broek and seconded by Councillor C Taylor that the internal audit report for 2022/23 be accepted. All Councillors voted in favour of the proposal. The proposal was therefore carried.

13. Annual Governance Statement and Accounting Statements 2022/23

To receive and consider the Annual Governance Statement and the Accounting Statements for 2022/23.

- (a) It was proposed by Councillor A Van den Broek and seconded by Councillor D Pugh-Jones that the Annual Governance Statement for 2022/23 be approved. All Councillors voted in favour of the proposal. The proposal was therefore carried.
- (b) It was proposed by Councillor D Johns and seconded by Councillor S Harper that the Accounting Statement for 2022/23 be approved. All Councillors voted in favour of the proposal. The proposal was therefore carried.
- (c) It was noted that there are no conflicts of interests with BDO LLP (the external auditor)

14. Car Park

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

The Chairman asked Councillor C Taylor to obtain a quote from the chosen Tarmac supplier for arranging for the Northern end of the car park to have white lines refreshed and separately to obtain quotes to repaint the low-level metal barrier.

It was noted that a replacement Sawmills bin has been sited at the far end of the car park near the quay. It was agreed that the Clerk would contact the owner and ask him to request permission from the parish council (as the new land owner) to site the bin in this location.

15. Public Toilet

To receive and consider any matters arising relating to the public toilet.

It was noted that some maintenance in the building is required.

16. Kayak Storage Facility

To receive and consider any matters arising relating to the kayak storage facility.

Councillor D Johns reported that the project is on hold pending the outcome of the planning application submitted for the change of use

of the building. He said that 4 out of the 6 kayaks at the rear of the toilet building have been removed and the ownership of the remaining 2 is unknown so they would be offered free of charge to anyone who is interested in owning a kayak.

17. Village Green and Playground

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

The Chairman said the village green needs re-seeding in the middle section. Councillor C Taylor explained that October or March are the best times to undertake these works, but the area would have to be fenced off to allow for the grass to grow. Councillor S Harper said that the tyre play equipment fell over this week when a child was playing on the equipment. She said that she closed the play area immediately after the incident and that the child was not injured. Councillor A Van den Broek said that he would stress test the relevant play equipment and that he will fit the replacement toddler seat if the A frame is in a suitable condition.

Councillor A Van den Broek said that one of the rotten benches has a plaque on it and that he will speak to the family concerned. Councillor C Taylor said that he has removed a section of the wooden low barrier next to the Pill, as it was dangerous.

Councillor S Harper gave an update on the progress with the Playground appeal which currently stands at £8455 held in the Village Hall account who are acting as agents for the parish council in collecting monies. This figure does not include any other monies promised or given directly to the parish council. She said that fundraising is ongoing and expressed a huge thank you, on behalf of the parish council, to all those involved in raising money for the project. It was agreed that, in terms of the choice of the new play equipment, every effort will be made to listen to the views of parishioners and that the Parish Council will work in tandem with the chosen supplier (post tender) to ensure that the village gets the best playground for the money donated. Parishioners are invited to let any of the Councillors know if they have specific thoughts and ideas about the upgraded play area, but it has always been the plan that a

suitable “boat structure” would form the centrepiece if it was affordable.

18. Green Issues

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

Councillor D Johns said that it is difficult to do anything at a ‘whole village’ level in terms of a mobile signal. He said that there are indoor repeaters that boost a mobile signal (if there is a signal in the first place) which do not require a licence. The Chairman said he had read an interesting report on E fuel, which is purporting to be a net zero fuel offer that will require no modification to vehicle engines or garage forecourts?

19. Highways

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

The Chairman made the point that although the Highways lead had confirmed that we were on the schedule for a possible September date for re-surfacing Water Lane, it would always depend on priorities and other factors like weather conditions. However, he said that he had now received a notice of a **closure intention** for Water Lane for 11th – 22nd September 2023 and that he had initially been informed that pedestrian access will be allowed during the re-surfacing works but vehicles would have to park elsewhere. In response, he said that he had replied to the re-surfacing team that this was not acceptable, so Cormac have confirmed that they will undertake a site visit in advance of the proposed works and together with the Parish Council try and find the best way to manage vehicle movements during the programme of works. It was agreed that a Maurie Mail will be sent out informing parishioners of the planned works, which will commence at the junction with the lane to the church at the top of Water Lane and finish at the junction with Fore Street. More detail will be provided in due course.

20. Footpaths and Benches

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

It was noted that two new benches had been put on the village green.

- The Parish Council would like to express their thanks and gratitude to Martyn and Fayre Hardy, for their generous donation (to pay for one of the new benches) to commemorate the coronation of King Charles.
- Councillor A Van den Broek said the Local Maintenance Partnership payment for gold footpaths should be for two footpaths. The Clerk said she would check this.
- It was noted that someone had left a kayak on the footpath by the pub which resulted in a person tripping. The landlord has asked if a sign can be erected asking people not to obstruct the footpath.

Under The Public Bodies (Admissions to Meetings) Act 1960 Sec 1 (2), members of the public and press were excluded from the meeting at this point due to the sensitive financial business to be discussed.

21. Donations to Playground Appeal

To receive and consider matters arising relating to donations to the playground appeal

It was reported that a generous donation has been offered by an individual parishioner to buy a specific item of play equipment and that this piece of equipment will be named in accordance with the doner's wishes.

22. Date of next meeting

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

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

There was no further business, and the meeting was closed at 9pm.

ST SAMPSON PARISH COUNCIL MEETING

27th June 2023

ACTION POINTS

<u>Minute Number</u>	<u>Action</u>	<u>By Whom</u>
14	Obtain quotations for white lining north end of car park/painting metal barrier	CT
14	Contact Sawmills regarding their bin in the car park	SB
17	Stress test play equipment	AVB
17	Fit toddler swing	AVB
17	Speak to family of rotten bench with a plaque on it	AVB
19	Send out Maurie Mail regarding Resurfacing of Water Lane	DJ
20	Ascertain if LMP relates to two gold footpaths	SB
	Raise invoice to Giles Harrison for Broadband connection	SB