

**MINUTES OF THE ST SAMPSON PARISH COUNCIL MEETING
HELD ON TUESDAY, 28th NOVEMBER 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, M Whell and S Harper.

Fayre Hardy, Ian Barker, Neil Smith, Giles Harrison, Mark Steers and Sue Steers

Sue Blaxley (Parish Clerk)

The Chairman opened the meeting at 7:15pm.

Public Participation

Fayre Hardy said that previous minutes of the parish council state that two picnic benches would be purchased by the parish council. She explained that she and Martyn Hardy had purchased one but there is only one further bench in situ, not two. She said that the accounts detail that three benches were purchased in total. The Clerk said she would look into this matter.

Giles Harrison said that Alliance Parking are seemingly unaware when the car parking charges end for the season as they issued a parking penalty notice in error when the charging season had ended.

Mark Steers spoke in respect of planning application PA23/07850 - Extension and alterations to Kyppings, Water Lane, Golant. He explained that the existing dwelling will remain as it is with the proposed new extension to be erected on the south west corner of the dwelling. He said this will entail the removal of soil and a retaining wall being built. He said that native hedging will be planted to screen the development. In addition, he said that he wants to achieve a higher EPC rating for the dwelling and will undertake works which will include solar panels and a ground source heat pump. Councillor D Johns asked if the neighbours had been consulted on the application. Mark Steers said they had and were happy with the proposal.

David Johns spoke in respect of planning application PA23/06507 - Development of new single storey Outdoor Activity Centre with multi use accommodation, workshops and meeting rooms to replace existing agricultural building with removal of condition 3 of decision PA17/06249 dated 06/10/2017 at The Sanctuary, Cornwall Downs Hill, Golant. He explained that he submitted the application based on pre-application advice and was therefore surprised that Cornwall Council refused the application. He said that the parish council initially supported the application but when they were consulted under Cornwall Council's 5-day protocol, they resolved to "agree to disagree" with the Case Officer who was minded to refuse the application. He said that this resolution prevented him from attending the Planning Committee at Cornwall Council to put forward his case. He said that his only option now is to appeal the decision and he asked if the parish council will continue to support the application in the event of an appeal. It was agreed that this matter would be considered at the next meeting of the parish council (or at an extraordinary meeting if the time limit to appeal has expired before the next meeting). He also questioned why the parish council do not consult with Applicants when they are making a decision under the Cornwall Council's 5- day protocol. The Chairman explained that it was his understanding that the decision was made between the Parish Council and the Planning Officer and not the applicant.

1. Apologies

None

2. To confirm the minutes of the meetings held on Tuesday 26th September 2023

The minutes of the meeting held on Tuesday 26th September 2023, having previously been circulated, were agreed as an accurate record.

3. Declaration of interest in items on the agenda

Councillor C Taylor declared an interest in planning application PA23/08008 and in the car parking permit charge for Bay 1 in the car park.

4. Planning

To receive and consider the following planning applications:

PA23/07850 - Extension and alterations to Kyppings, Water Lane, Golant

The Chairman said that the Applicants are seeking to improve the EPC rating of the dwelling. Councillor D Pugh-Jones said that she was happy to support the application provided that the building works do not adversely affect the neighbours. Councillor S Harper said that seeking to impose a condition asking the contractors to comply with Cornwall Council's adopted Code of Conduct for Contractors has caused significant delays in the determination of planning applications in the parish, so she suggested asking the Applicants to respect the parishioners during building works. It was proposed by Councillor D Jenkinson and seconded by Councillor C Taylor that the application be supported. All Councillors voted in favour of the proposal. The proposal was therefore carried.

Councillor C Taylor, having previously declared an interest, left the meeting during discussion of the following item. Before he left the room, he made councillors aware that there is no footpath in the field behind High Water or through its garden.

PA23/08008 - Erection of a garden room at High Water, Golant

The Chairman said that the Applicant has shown the existence of a footpath on the submitted plans which has resulted in objections from The Countryside Officer and the Ramblers Association. He said the reality is that there is not a footpath in the vicinity of the site. Councillor A Van den Broek said that if the footpath did exist, the proposal does not involve building on it. Councillor D Johns said that the proposal is large, being more than 30 square metres. He said the development will be less than 500cm from the rear boundary and that the two properties to the rear are vacant so no one from those dwellings will object. In addition, he said the plans do not show all elevations of the proposed development. It was proposed by Councillor D Jenkinson and seconded by Councillor S Harper that the application be supported on the understanding that the footpath

referred to is the infamous “footpath number 5” which has for many years been a source of irritation, as it no longer exists, but has never been officially removed. All Councillors voted in favour of the proposal except from Councillor D Johns who abstained from voting. The proposal was therefore carried.

Councillor C Taylor returned to the meeting.

Councillor D Jenkinson apologised to Councillor D Johns if the correct procedure was not followed by the parish council in respect of the 5-day protocol relating to his planning application. He said that councillors voted unanimously, via email, to “agree to disagree” with the Case Officer as this was considered the best course of action.

5. Matters Arising from the previous meeting

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

The Chairman said that Cormac had volunteered to undertake the work to repaint the white lines in the northern end of the car park. However, when they undertook the works, a National Grid vehicle was parked longitudinally across 5 bays so not all the white lining could be done at the time. But they have offered to return when in the area.

6. To receive the Chairman’s Communications

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

1. Email from Highways about the outstanding work on White Lining.
2. A few emails concerned that the white lining had changed priority at the top of Water Lane.
3. Email confirming that the supplier designs for the playground would be on display in the village hall during the Macmillan coffee morning.
4. Email provided by a parishioner to do with what happens if a planning application is not determined in the appropriate timescale.
5. Email from white lining team to accept their mistake and to undertake the correction.

6. Email from our Community Area Partnership advising of workshops on Clean Air for Cornwall.
7. Email from white lining team, who will undertake to paint the white lines in the carpark as a gesture of goodwill.
8. Email from a parishioner who had found a report from S W Water, that there had been storm overflows amounting to no less than 50 times in 2022, from the Golant pumping station.
9. Email from a councillor about the Air Quality Events.
10. Email from the Marines about a planned exercise to land troops and vehicles on the Golant Slip.
11. Email from a Parishioner concerned about the degradation of the water management on Tinneys Lane down to the road.
12. Email from Fowey River Canoe Club about their planned canoe race event.
13. Email and ideas about the playground designs with appropriate comments for consideration.
14. Further emails from the Marines.
15. Email to confirm that the Fowey River Lions had made a contribution to the Playground Appeal.
16. Emails about the need to protect the human sundial before any future event on the village green.
17. Confirmation that Golant Boatwatch has donated money to the Playground Appeal.
18. Confirmation that the PCC are looking at ways to donate to the Playground Appeal.
19. Email from a parishioner about the planned national celebrations for D Day in 2024
20. Apology from the National Grid for parking outside of the substation, preventing white lining to be completed. And for not seeking permission to park there in the first place.
21. Email from Quay Users about a donation to the Playground Appeal.
22. Email confirming that one of the benches at the north end of the Pill was in need of attention.
23. Email requesting that any issues for the Port Users Group meeting should be forwarded.
24. Email about a change in accessing the new layout of the Bank Account.
25. Multiple emails concerned with completing our CIL bid for grant aid.

26. Multiple emails about the planned ‘invasion’ by the Marines.... sadly cancelled due to weather conditions.
27. Email requesting a road sweeper for Water Lane. (wet leaves)
28. Request sent to highways.
29. Offer to pay for parking by National Grid
30. Emails to address design thoughts on the Playground.
31. Offer to assist the PC with preparatory work on budget planning and precept calculations.
32. Multiple emails concerned that with Councillors away, the meeting for October would not be quorate and was therefore cancelled.
33. Emails concerned with raising invoices to collect money for donations and the correct treatment for VAT.
34. Request for support for some small funding for the planned Christmas Fayre.
35. Emails relative to CIL funding request.
36. Confirmation of a donation from Quay Users.
37. Email to seek resurfacing on Church Hill .It will be ranked and prioritised from April 2024 along with other schemes.
38. Multiple emails gathering background information on PC cost centres for budget analysis.
39. Multiple emails concerned with tracking down the source (pardon the pun) of information to do with sewage spills especially in Golant/Fowey area.
40. Further emails to do with car park admin costs.
41. Request for stallholders to temporary make use of the village green car park for the Christmas Fayre as last year.
42. Emails concerning more calculations on certain overhead costs.
43. Road Closure Order for 9/10th November.
44. Email received (as background research) identifying the resident rate for a parking permit elsewhere was £358.00 plus VAT and for a holiday homeowner: £537.50 plus VAT p.a.
45. Draft budget figures prepared for analysis.
46. Email traffic on sorting out the village Christmas Tree.
47. Recommendation received to follow up our request to have improved signage for the Castledore crossroads.
48. Request from one of the Playground suppliers for a final decision.
49. Background work on the previous history of the annual Precept received.
50. Feedback received from the Port Users Group.
51. Invitation to a TEAMS meeting on plans by SWW.

52. Calculation received, to show what (in theory) tariffs and permit prices need to be raised by, to keep on top of VAT and admin charges.

53. Email pointing out that some double yellow lines need to be reinstated after the road resurfacing.

54. Email concerning the treatment of VAT on playground project and the level of money currently held in the village hall accounts.

The Chairman said that a temporary repair has been carried out to the bench at the north end of the Pill. He reported that a road sweeper had recently swept Water Lane. He said that he had received a report from our representative from the Port Users Group meeting at which it was stated that the Harbour Authority are gaining additional control of more of the sea beyond the river mouth and that only certain areas of the river can be used as swimming areas. He said that he had received an email regarding the water from the well on Tinneys Lane which should be managed into a more robust leat. Andrew will look at the current situation, but the Parish Clerk will also determine if the Bridle Path councillors are the responsible authority?

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 .

Councillor A Virr circulated the following report in advance of the meeting:

Community Network Scheme

I am pleased to inform residents that the highway scheme proposed by St Sampson Parish Council to improve signage on the approach to Castledore to improve traffic safety has been supported after my intervention to recommend the scheme.

New Waste and Recycling Facilities

Cornwall Council have started to deliver the new bins for the forthcoming new waste and recycling scheme. More information can be found on Cornwall Council's website. Please do not put any rubbish in the new bins (as clearly labelled) until the start of the new collection regime in mid-January.

Fowey Christmas Market

Residents of Golant would be most welcome to visit Fowey on 8-10 December for the annual Christmas Market.

10. Village Christmas Tree

To receive and consider a request for a financial donation towards a Christmas tree for the village

The Chairman explained that the arrangement for the previous provision of a Christmas tree was no longer in place. He said that it was suggested that the Parish Council, GQUA, Boatwatch and the Village Hall contribute towards the provision of a Christmas tree for the village. It was proposed by Councillor D Jenkinson and seconded by Councillor D Pugh-Jones that the parish council contributes £50 towards a Christmas tree. All Councillors voted in favour of the proposal. The proposal was therefore carried.

Some discussion took place as to whether this should be approved as an annual expense. Councillor A Van den Broek said that options are being explored by others for future years. Councillor S Harper said that something could be purchased that is everlasting? Councillor D Johns said there has not always been a Christmas tree on the village green.

11. Christmas Fayre

To receive and consider a request for a financial donation towards the Christmas Fayre

Some discussion took place as to whether the parish council **could** support the Christmas Fayre as it includes a commercial enterprise. Councillor C Taylor said that the stall holders donate to a chosen charity – Little Harbour. Councillor S Harper asked if there was a charitable donation from stall holders? The Chairman said the request for funding is to cover admin costs such as the printing of brochures for the Fayre. Councillor M Whell said that the event brings people into the village and contributes to the Christmas spirit. It was proposed by Councillor S Harper and seconded by Councillor D Pugh-Jones that a donation of £100 be made to Little Harbour. All Councillors voted in favour of the proposal. The proposal was therefore carried.

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

Mrs S Blaxley (Salary and Expenses (20/09/23 – 22/11/23) – £1127.96
Cornwall Pension Fund (Pension Contributions) - £216.82
Source for Business (Water for toilet September and October 2023) - £56.23
Corserv Facilities (Toilet Cleaning August, September, October, November 2023) - £911.01
Flowbird Smart City (Parking Machine Transaction Charges June, September and October 2023) - £285.99
HMRC (VAT July – September 2023) - £149.02
Cornwall Landscaping (Grass Cutting/Footpath Maintenance) - £213.00
David Jenkinson (Village Christmas Tree donation/Wreath for Remembrance Sunday) - £90.00
Flowbird Smart City (Parking Machine Transaction Charges November 2023) - £52.49

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

13. Finance and Budget

To receive and consider the charges for parking permits and car parking for 2024/25 and to consider the precept for 2024/25

The Chairman explained that the parish council must have sufficient income to cover the inflationary costs and that there are only 2 levers that the Parish Council have at their disposal. – the precept and the income from the car park. He said that the parish council needs sufficient funds to meet its statutory obligations and to ensure that parishioners receive excellent service from the parish council. He said that, owing to the complicated nature of the calculations and the seriousness of the matter, (especially in the light of much larger Councils going into debt) he and the RFO had asked Fayre Hardy to assist with the budget setting process. He said that calculations have been based on a zero-based budget.

It was noted that there is currently £16,663 held in the parish council's bank account of which £4,180 is ringfenced for the playground project, £1,300 for the asbestos grant for the kayak store soffits and £5,600 (one year's precept) to safeguard the parish council. Estimated expenditure to the end of the financial year is £6,000 which would leave a balance at the 1st of April 2024 of -£417. It was noted that some additional income is expected during this period from car parking permits, an additional contribution from Oakenhurst for broadband and a contribution from Green and Rock for white lining the car park.

The Chairman said that in looking at car park tariffs, his proposal going forward simply accounted for the burden of VAT and the increase in admin charges from Flowbird, banking charges and the cost of the contract with BT. Councillor D Johns said that as the parish council does not have to pay Cornwall Council any more for the lease on the car park, which counterbalances the increase in costs. It was emphasised that the parish council must determine the precept based on current accounting and the estimated level of income from the car park. In order to keep the precept within tolerable levels, then the tariffs would have to go up.

Councillor Johns said that Lostwithiel have no charges for their car park. The Chairman suggested that we could have the same if the Parish was happy to pay for that via an increase in the Precept.

It was noted that a very detailed analysis of income and expenditure for the 2024/25 had been undertaken and if the following increases were applied to car parking charges and permits, as well as **year-round charging from March 1st 2024**, the precept needs to be £5,811 to result in a balanced budget.

| | <u>2023</u> | <u>2024</u> |
|------------------|-------------|-------------|
| Up to half hour | £0.50 | £1.00 |
| Up to one hour | £1.00 | £1.50 |
| Up to two hours | £2.00 | £2.50 |
| Up to four hours | £4.00 | £5.00 |
| 24 hours | £5.00 | £6.50 |
| Overnight | £4.00 | £5.00 |

The annual parking permit for Bay 1 would remain at £300pa because it had been significantly increased in 2022/3 and parking permits for the other bays would be **£105pa** for homeowners not on the electoral roll, **£65pa** for residents on the electoral roll and **£0** for a village green pass. These would now all be **ANNUAL PERMITS** and the end of any FREE PARKING PERIOD, given the ongoing monthly costs and charges for the ticket machine and BT.

Councillor D Pugh-Jones asked if all cost areas had been reviewed as part of the exercise. The Chairman explained that this was the original starting point, but the reality was that we only have a couple of cost areas: One is the Parish Clerk, and the other major cost is the toilet. Neither of which offered much scope for reduction.

After considerable discussion, it was proposed by Councillor D Jenkinson and seconded by Councillor A Van den Broek that the precept be increased to £5,811 and that car parking charges be increased as detailed above. All Councillors voted in favour of the proposal, apart from Councillor D Johns who abstained from voting. The proposal was therefore carried.

14. Public Toilet

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

Councillor D Pugh-Jones said the public toilet was not clean today. The Clerk said she would report this to Corserv Facilities.

15. Kayak Storage Facility

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

Councillor D Johns reported that planning permission was granted for the kayak store in October 2023. He said that each toilet has a kayak rack which will hold 20 kayaks and there is outside storage for 8 kayaks. He said that it is intended to fill these spaces prior to installing further racks. He said that he intends to put combination padlocks on the metal doors and to paint the outside of the building and undertake some landscaping. He said that the store should generate £1,000pa and has not cost anything to convert. He thanked Ian Barker, Dave Goss, Steve Phillis and Andrew Van den Broek for their help. The Chairman thanked Councillor D Johns, on behalf of the parish council, for his hard work with this project.

It was agreed that permanent residents should be offered priority and that applications would be monitored to assess the balance of requests coming through.

16. Village Green and Playground

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

Councillor S Harper updated on the playground funding and purchase process. She said that three grant applications have been made. The National Lottery has turned down the application based on insufficient community need. The Cornwall CIL application for £20,000 has been amended, with more detail, following feedback from the CIL support team. It has now been submitted and final

decisions will be made in January 2024. Also, an application of interest has been submitted to the Community Levelling Up Programme. Nothing has yet been heard. She said that the funds (received and promised) are now approximately £40,500. Councillor A Van Den Broek and Councillor M Whell discussed potential costs for the levelling of groundworks and new fencing and will explore these further. Councillor S Harper said she will seek a 'groundwork' specification from the playground contractor. Councillor S Harper asked if the Chairman and Councillor A Van Den Broek could approach the individuals who had promised monies and ask them, now a quote had been finalised, to deposit the money in the Village Hall account. It was proposed by Councillor S Harper that she confirm an order of installed equipment to a maximum of £35,000. This would leave approximately £5,500 for groundwork and fencing costs. This was seconded by Councillor D Jenkinson. All Councillors voted in favour of the proposal. The proposal was therefore carried. Councillor S Harper advised that, due to a 10-week period between ordering and installation, it is hoped that installation can commence on 1st April 2024 so that the playground will be open for Easter.

Councillor D Pugh-Jones said the post that holds the chain across the entrance to the village green still needs replacing.

17. Green Issues

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

Councillor D Johns said that a Clean Air in Cornwall event has been held as well as a meeting regarding a Forest for Cornwall, the latter which he attended. He said there is a significant amount of grant funding available for tree planting in the county and that many trees are being planted.

18. Highways

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

The Chairman said that Cornwall Council have received his request for re surfacing Church Hill. The response was that it will be considered (amongst others) in the year commencing April 2024, and based on priority. He said that improved signage at the Castledore crossroads may be erected. It was noted that one of the grit bins in the parish needs replacing. Councillor A Van den Broek said he would attend to this matter.

19. Footpaths and Benches

Councillor D Johns said that all the footpaths are passable but some of them are very muddy. The Chairman said that the bench at the north end of the Pill has been temporarily repaired.

19. Date of next meeting

To confirm the date and venue of the next meeting on Tuesday 23rd January 2023 in Golant Village Hall.

The date of the next meeting will be on Tuesday 23rd January 2024 in Golant Village Hall commencing at 7:15pm

There was no further business, and the meeting was closed at 9:35pm.

ST SAMPSON PARISH COUNCIL MEETING

29th November 2023

ACTION POINTS

| <u>Minute Number</u> | <u>Action</u> | <u>By Whom</u> |
|-----------------------------|--|-----------------------|
| PP | Investigate discrepancy between benches paid for and purchased | SB |
| 6 | Contact Countryside Officer regarding Tinney's Lane leat | SB |

| | | |
|----|---|-----|
| 13 | Contact Flowbird to change car parking machine | DJ |
| 16 | Email donor of funds for play ship to advise of cost | DJ |
| 18 | Install new grit bin | AVB |