

**MINUTES OF THE ST SAMPSON PARISH COUNCIL MEETING
HELD ON TUESDAY, 2ND JULY 2024 AT 7:15PM IN GOLANT
VILLAGE HALL, GOLANT**

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

Fayre Hardy, Ian Morrell

Sue Blaxley (Parish Clerk)

The Chairman opened the meeting at 7:15pm.

Public Participation

Fayre Hardy said that the parish council agreed to fund food for the D Day celebrations for those who could not attend the event. However, she said that the Village Hall covered these costs. Fayre Hardy thanked the Clerk for her work on the internal audit, VAT and the playground project. She thanked the parish council for paying for the remote credit/debit card machine. She commented on the proliferation of dog faeces in the village and asked if holiday home owners could be asked to request that their occupiers keep their dogs on leads and pick up their dogs' faeces.

1. Apologies

Councillor S Harper apologised for her late arrival at the meeting.

2. To confirm the minutes of the meeting held on Tuesday 28th May 2024

The minutes of the meeting held on Tuesday 28th May 2024, having previously been circulated, were agreed as an accurate record.

3. Declaration of interest in items on the agenda

Councillors D Jenkinson and C Taylor declared an interest planning application reference number PA24/02551 – Proposed annexe with shared facilities at South Torfrey Farm, Golant.

4. Planning Applications

PA24/03627 – Removal of flat-roofed garage/domestic shed and construction of detached garage at Bellsat Farm, Golant and PA24/03626 – Construction of agricultural building for machinery store, secured feed store and mezzanine space for storage at Bellsat Farm, Golant.

Ian Morrell explained that the existing flat-roofed garage on the site is used for storage and it is proposed to demolish this building and replace it with a building sited further away from the main dwelling. He explained that the new building will be the same footprint to that being demolished and will be sited on the flattest part of Bellsat Farm. He said that the new building will be used for the storage of machinery and animal feed as he intends to use some of the surrounding land for livestock. Councillor D Jenkinson asked Ian Morrell if there are any PROWs in the vicinity of the site as the Ramblers Association has made comments on the planning portal. Ian Morrell said there are no PROWs in the vicinity of the site. Councillor D Jenkinson commented that the proposal will entail the removal of an existing ugly building and that the new building will be more visually pleasing and will be in keeping with other buildings on the site. Councillor A Van den Broek questioned whether Listed Building Consent was needed for the development. He said that the proposed new building will be two stories high and will be very prominent when viewed from the river. Councillor D Johns said that metal clad agricultural buildings would be prominent from the river. Councillor M Whell said there have been buildings on this site in the past.

In respect of planning application reference number PA24/03627, 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.

In respect of planning application reference number PA24/03626, it was proposed by Councillor A Van den Broek that an objection be made to this application. There was no seconder. It was proposed by Councillor D Jenkinson and seconded by Councillor M Whell that the application be supported. Councillors D Jenkinson, M Whell and

C Taylor voted in favour of the proposal, Councillor A Van den Broek voted against and Councillors D Johns, D Pugh-Jones and S Harper abstained from voting. The proposal was therefore carried. Councillors D Pugh-Jones and D Johns abstained from voting due to their concerns about the visibility of the building from the river and Councillor S Harper abstained from voting as she had entered the meeting mid-way through discussions on this application.

Councillors D Jenkinson and C Taylor, having previously declared an interest, left the meeting during discussion of the following planning application.

PA24/02551 – Proposed annexe with shared facilities at South Torfrey Farm, Golant

Councillor A Van den Broek said that the proposed annex will be sited in a corner of the site behind a hedge and the proposed development is for an annex (without a kitchen) for the owner's mother who currently lives with them. Councillor D Johns commented that one of the rooms in the proposed annex is for a carer. Councillor A Van den Broek said that he was not aware of any health needs of the proposed occupier at the present time. Councillor D Pugh-Jones said there are no objections on the planning portal. It was proposed by Councillor D Pugh-Jones and seconded by Councillor D Johns that the application be supported. All councillors voted in favour of the proposal. The proposal was therefore carried.

Councillors D Jenkinson and C Taylor returned to the meeting.

5. Matters Arising from the previous meeting

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

- The Chairman said that he had emailed Alliance Parking regarding the installation of Just Park in the car park
- Councillor D Johns reported that he had read the electricity meter in the public toilet
- The Clerk confirmed that she had asked APS Construction to use more bleach in the public toilet

- Councillor A Van den Broek said that he had asked for the two boats stored adjacent to the kayak store to be removed but had not received a response.

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

- The Chairman said that the frape moorings to the south of the boathouse are out of use as the metal walkway to access them is in a state of disrepair. He said that he has attempted to get a quotation for its repair but has not received a response as yet.
- He said that the crane which is to be used to replace the damaged window glass at Riverside House will be on site on 19th July 2024 so it might be advisable for holders of village green permits to move their vehicles on that day.
- He said that the late Barry Campbell-Taylor's address is on Land Registry parish council documents and that this needs to be changed.
- He said that when the kayak store and toilet door have been painted, the existing signs on the kayak store need to be removed and a new sign put on the toilet door.
- He asked Chris Taylor to send the Clerk the budget figures for grass cutting for this financial year.

6. To receive the Chairman's Communications

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

1. Email newsletter on Neighbourhood Planning
2. Email confirming booking of village Hall for 2nd July.
3. Email suggesting an issue with linking Quickbooks with the VAT return
4. Email confirming that the ticket machine would be checked.
5. Email displaying the details about getting through to HMRC over VAT returns.
6. Response to my suggestion that we may seek to borrow to cover a non-payment (by HMRC) of VAT in order to balance our cashflow.

7. Email from Dynamic Fibre (working for Wildanet) inviting a meeting for 14th June.
8. Multiple emails arranging the meeting with Wildanet and Dynamic Fibre.
9. Emails sent out to village organisations to include the Road Closure Notice.
10. Replies from Canoe Club and Encounter Cornwall for receipt of Road Closure Notice information.
 11. Email requesting greater detail of road closures timetables.
 12. Further email requesting greater detail on the above.
 13. Email requesting information on road closure signs appearing, but without a letter to explain what for?
 14. Email asking if a “traffic plan” has been agreed with the contractors?
 15. Email offering to use Andrew’s field for any trench spoil.
 16. Email and letter referring to Flowbird and “optimisation of cash” to be explained at the next PC meeting.
 17. Multiple email for arranging a further meeting to discuss how to take cabling down from Island House to the Cormorant, without closing the road completely.
 18. Email requesting information on date of road closure and any traffic management plans.
 19. Multiple emails to do with the failure to put in place traffic management on Church Hill (as agreed)
 20. Email concerned about traffic chaos on the day there was no traffic management in place (as agreed)
 21. Email confirming that a Wildanet letter had NOT been received as promised to all affected residents.
 22. Multiple emails to confirm that Traffic management would be put in place and that another round of letters would be posted.
 23. Email with photographs of traffic management in place.
 24. Policy and application form for the kayak store provided.
 25. Various emails with Flowbird about the ticket machine showing card reader error.
 26. Email requesting agenda items for the forthcoming Port Users Group meeting.
 27. Confirmation that VAT return is with HMRC and we are to expect a refund “shortly!”

28. Email providing a new set of guidelines on Draft Financial Regulations which have recently come out.
29. Emails concerning a draft asset register and the need to accommodate a revision for the address of St Sampson Parish Council.
30. Email re:draft budget and cashflow.
31. Email re: change of meeting date.
32. Multiple emails about the ongoing disruption with road works for Wildanet.
33. Email from a frustrated resident with no vehicle access

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

None

8. To receive a report from the Clerk

The Clerk advised on the correct procedure for discussing planning applications in parish council meetings and the protocol for members of the public (Applicants/Agents/supporters/objectors) making comments at parish council meetings.

9. To receive a report from Cornwall Councillor A Virr

None

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

Mrs S Blaxley (Salary and Expenses (16/05/24 – 24/06/24) – £925.89
 Cornwall Pension Fund (Pension Contributions) - £177.22
 APS Construction Services Ltd (Toilet Cleaning July, August and September 2024) - £754.65
 LJC Bookeeping Services (Internal Audit) - £125.00
 Source for Business (Water for Toilet 3/5/24 – 4/6/24) - £41.72
 Flowbird Smart City (Car Park Machine Charges) - £83.23
 Clear Councils (Insurance Renewal) - £1192.03
 Fawns (Installation of Safety Surface) - £7890.12
 Fowey Harbour Commissioners (Electricity for Boatwatch Hut) - £52.68

It was noted that the insurance premium has increased significantly since last year. It was proposed by Councillor D Jenkinson and seconded by Councillor C Taylor that all the above orders be authorized for payment. All Councillors voted in favour. The proposal was therefore carried.

11. Finance

To receive and consider a current financial statement of accounts

The Clerk reported that income of £1806.50 had been received from the car parking machine and £15 from Graham Estlick for postage for copies of the agendas and minutes. She said that the accounts balance at £11,395.18 at 31st May 2024. She said that since that date, after significant software issues, the VAT has been reclaimed in the sum of approximately £7,500 and has been paid into the parish council's bank account.

12. Annual Governance Statement and Accounting Statements and Conflict of Interest with BDOLLP

a) To register any conflict of interest with BDO LLP

There is no conflict of interest with BDO LLP.

b) To approve the Annual Governance Statement for 2023/24

It was proposed by Councillor D Jenkinson and seconded by Councillor S Harper that the Annual Governance Statement for 2023/24 be approved. All councillors voted in favour of the proposal. The proposal was therefore carried.

c) To approve the Accounting Statements for 2023/24

It was proposed by Councillor A Van den Broek and seconded by Councillor C Taylor that the Accounting Statements for 2023/24 be approved. All councillors voted in favour of the proposal. The proposal was therefore carried.

12. Internal Auditor's Report

To approve the Internal Auditor's Report for 2023/24

It was proposed by Councillor D Johns and seconded by Councillor A Van den Broek that the Internal Auditor's Report for 2023/24 be approved. All councillors voted in favour of the proposal. The proposal was therefore carried.

13. Car Park

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

The Chairman said that there had been a quantity of rubble in the car park as a result of trenches being cut in the roads in the village to accommodate the infrastructure for Wildanet who have been contracted by the government to bring superfast broadband to areas that Openreach have not reached. Councillor D Johns said that the car park was not accessible for a number of days and that compensation needs to be sought for lost revenue from the car park and for the issuing of temporary car parking permits to residents.

14. Public Toilet

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

It was agreed that the door to the toilet needs painting. It was agreed that the sign saying "toilet closed" (on the redundant toilets) would be removed and that Councillor S Harper would order a new sign saying "Public Toilet" for the toilet door (that is in use) and these would be erected when the painting is finished.

15. Kayak Storage Facility

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

Councillor D Johns said that he is still unable to access the rear of the building as the Rowing Clubs' boats remain in situ. Councillor A Van den Broek said he would follow up this matter again.

16. Village Green and Playground

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

Councillor C Taylor said he will provide a budget figure for grass cutting for 2024/25.

- Councillor S Harper explained that she will make the final CIL claim when the remaining invoices are received.
- Councillor A Van den Broek said that the gate spring does not work so he will purchase a hydraulic closer.
- It was noted that signage has been erected in the playground acknowledging the various contributions to the project as well as a sign advising that users do so at their own risk.
- Councillor A Van den Broek said that all works to the playground are now finished apart from modifications to the slide.
- Councillor C Taylor said that it was an unpleasant task cutting the grass as there was a significant amount of dog faeces in the grass. Councillor D Pugh-Jones said that this problem may be alleviated if the grass was kept very short. It was also suggested that CCTV could be used to monitor the area or the installation of signage asking people to pick up their dogs' faeces. Councillor S Harper said that if an improvement is not seen, a sign saying dogs must be kept on a lead could be erected.
- Some discussion took place regarding re-seeding of parts of the village green. Councillor C Taylor said that parts of the village green are often flooded so this would need annual re-seeding. Councillor A Van den Broek said that the goal has been moved which will allow some grass re-growth. He also said that some of the hooks holding the goal frame in place have been removed and that he will replace them.

17. Green Issues

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

Councillor D Johns said that on an area of land behind The Cormorant, all the trees have been removed and the ground sprayed with a strong weedkiller. He suggested that activity such as this could be controlled in a future NDP.

18. Highways

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

The Chairman said that on 10th June 2024, a “notice of road closures” in the village to accommodate the laying of infrastructure by Wildanet was received. He said that he had circulated the notice to many groups and organisations in the village but many parishioners were still unaware of the proposed closures. He said that the parish council should have received a Notice of Intent several months prior to 10th June 2024 and it would have been advertised in the local newspaper. Councillor D Johns said that it was not made clear that no access at all would be allowed while the works took place. Councillor D Jenkinson said that he had met with the contractors prior to the works taking place and had asked them to consider traffic management, access to businesses, dwellings and the rowing and canoe clubs. The contractors had said that they would dig up small sections of road and back fill immediately so that access would not be affected. However, the Chairman said this was not what happened in practise and furthermore, the contractors dumped the resultant rubble in the parish council’s car park when they had been offered an alternative, more suitable location. He said the problem of access was exacerbated by simultaneous roadworks outside Sunnyside to access the mains sewer. It was also noted that the boards used by the contractors to cover the trenches were not suitable for use on hills.

19. Footpaths and Benches

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

The Chairman said it would be a good idea to install railway sleeper benches in locations where rotten benches have been removed. Councillor D Johns said that the views need to be maintained from the benches so it is important to consider the location of any new benches.

20. Date of next meeting

To confirm the date and venue of the next meeting on Tuesday 24th September 2024 in Golant Village Hall.

The date of the next meeting will be on Tuesday 24th September 2024 in Golant Village Hall commencing at 7:15pm, unless there. Are any planning items to consider, in which case an extraordinary meeting would be arranged.

There was no further business, and the meeting was closed at 8:55pm.

ST SAMPSON PARISH COUNCIL MEETING

2nd July 2024

ACTION POINTS

<u>Minute Number</u>	<u>Action</u>	<u>By Whom</u>
5	Remind Alliance Parking to progress Just Park	DJ
5	Change parish council's address On Land Registry documents	SB

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Replace goal hooks/install hydraulic
closer on gate

AVB