

MINUTES OF THE ST SAMPSON PARISH COUNCIL MEETING HELD ON TUESDAY, 13TH OCTOBER 2015 AT 7:15PM IN THE CHURCH, GOLANT

Present: Councillors C Hunter (Chairman), S Reardon (Vice Chairperson), J Luddington, S Ratchford, M Whell, R Anderson and S Fitzgerald

Sue Blaxley (Parish Clerk)
4 members of the public
PCSO Lloyd Paynter

The Chairman opened the meeting at 7:15pm.

Public Participation

Graham Estlick asked if the vegetation on the left hand side of Water Lane is going to be cut. The Chairman explained that the cutting of private hedgerows was not the responsibility of the parish council but that last year, a contractor, employed by Martin Whell (in his private capacity) cut it free of charge after similar concerns were raised then. Councillor M Whell said that he will arrange for the same to be done this year. Graham Estlick asked if a letter has been written to the company whose employee made a large rut in the village green with his vehicle. Councillor J Luddington said that the company has agreed to pay for the repair and reseeding but this would be preferably done when all the building work is finished. Councillor J Luddington said she would follow up this matter. Graham Estlick said that he was under the misapprehension that no works could be done at Riverbank Cottage until the owners had paid the £3,000 to the parish council for one of the rights of way and the legal agreement had been signed in this respect. The Chairman explained that on 28th October 2014, the parish council agreed to grant three rights to the owners of Riverbank Cottage, two of which were to be free of charge and one would entail a donation to the parish council of £3,000. He said there was no conditionality regarding the access or egress to the site or that the legal documents had to be finalised prior to the building works. Graham Estlick commented that the owners of Riverbank Cottage appeared to be able to act at will in this respect and there is nothing the parish council can do. The Chairman said that it would be an unfortunate situation if Mr and Mrs Wallace Jones decided not to pay the donation. Paul Meredith said that when the parish council gave them the rights, it would have been preferable to retain the asset and lease it to them for a nominal amount. The Chairman said this was debated by the parish council at the time and it was decided that this was not a course of action the parish council wanted to pursue.

1. Apologies

Apologies were received from Cornwall Councillor D Hughes.

2. To confirm the minutes of the meeting held on Tuesday 22nd September 2015

The minutes of the meeting held on the 22nd September 2015, 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;

Email photograph to Clerk for inclusion on parish council website (SB)

The Clerk reported that she was still waiting for suitable photographs from Councillors M Whell and S Fitzgerald.

Ask Andrew Van den Broek to investigate how and where the benches and tables could be marked without spoiling the aesthetics of them (JL)

Councillor J Luddington reported that she had spoken to Andrew Van den Broek about this matter and he was considering how best to do it so that it would be aesthetically pleasing. She said he will action this matter in due course.

Respond to Dave Luck regarding extended charging period for car park and the decision regarding the continued use of AS Parking (CH)

The Chairman reported that he had not yet actioned this matter.

Write to Mr and Mrs Wallace Jones saying that the parish council would like to formalise previously made decisions on the right of way and easement and asking them if they are happy to proceed on that basis (SB)

The Clerk reported that she had actioned this matter and the response from Mr and Mrs Wallace Jones would be discussed later in the meeting.

Complete CAT and submit to Cornwall Council (RA/SR/SB)

The Clerk reported that she had actioned this matter and thanked Councillor R Anderson for his assistance with this matter.

Inform AS Parking of end of charging period or car park and recommencement on 1st April 2016 (SB)

The Clerk reported that she had actioned this matter.

Upload template for making a formal application for events to be held on the village green onto website (SB)

The Clerk reported that she had actioned this matter

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

Councillor S Reardon said that all the calendars will be delivered by the weekend. She asked what she should do with the remaining calendars. The Chairman said that, at the last meeting, it was agreed that Golant Heritage Group would retain the spare calendars and sell them to raise funds. Councillor S Reardon said that some people have more than one address in the parish and asked whether they should receive more than one copy of the calendar. The Chairman said that Golant Heritage Group should make this decision.

5. Planning

PA13/09100 – Application by Dr Richard Gabb for provision of hardstanding within field at Briar Cottage, Downs Hill, Golant

The Chairman said that the site is directly opposite Corsel and close to the back garden of Paradise Cottage. He explained that the proposal is for a hardstanding to facilitate access by the owners of Briar Cottage to their fields. He said the hardstanding would have a hard core base and be topped with tarmac. The Chairman read out an email from the Applicant which explained that the application is to enable Briar Cottage the ability to access through their right of way into one of two fields that he owns. It explained that the plans should allow for a roadway 20m long and 3m wide running in a straight line down to Tinneys Lane. The email went on to say that when the Applicant saw a Planning Officer at Cornwall Council, he mentioned that he would like to be able to create an area of hardstanding near to his gate for the storage of two boats. In the subsequent application, the phrase “area of hardstanding” has been used when the application should have concentrated on the construction of the access to his gate from Tinneys Lane. The email emphasised that the hardstanding will be within his field boundaries and that if permission is granted, he will be present to supervise the work. Councillor S Reardon asked if the application involved asking for access up the existing steps. The Chairman said it did not. Councillor S Reardon said that she thought that the parish council needs further clarification on the application. The Chairman said that the application is clear in that it is for a hardstanding for access into a field. Councillor R Anderson reported that the occupiers of Corsel were neutral about the proposal but were concerned that additional traffic on Tinneys Lane may lead to its degradation. Councillor R Anderson said that is a matter for the owners of Tinneys Lane to resolve. Councillor S Fitzgerald asked if there would be an impact on the neighbouring properties. It was noted that both Paradise and Corsel are well below the level of

this site and would not be able to see the hardstanding. Councillor R Anderson said that this application is essentially changing an overgrown walkway into a hardstanding. It was proposed by Councillor M Whell and seconded by Councillor R Anderson that the application be supported. All Councillors voted in favour of the proposal. The proposal was therefore carried.

The Chairman reported that the Clerk had received a planning application two days ago for 192 solar panels on land at South Torfrey Farm, Golant. He said that in order to comply with the parish council's own requirements in its standing orders for public notice to be given to allow all interested parties the time to consider this application carefully and to formulate their opinions, it was agreed that an extra ordinary meeting of the parish council would have to be called. It was agreed, in principle that this would take place on Wednesday 4th November 2015 in the village hall.

6. To receive the Chairman's Communications

The Chairman reported that he had received emails from Penny Parsons and Peter Williams raising concerns about parking in Golant. The former explained that on occasions, cars are parked in certain locations in the village in such a way that delivery vans and larger vehicles cannot get through. The latter explained that some villagers are placing objects, such as dustbins and traffic cones outside their properties to "reserve" parking spaces. Councillor J Luddington queried whether the parish council should be policing parking on the highway. The Chairman said they should not. Councillor S Reardon said there is a trend in Fore Street to attempt to "reserve" parking spaces in front of properties. She said that people do not have a right to park their own car outside their own property and it is wrong to place objects in order to reserve spaces. The Chairman said it is also wrong to park so as to avoid the ingress/egress of emergency and other vehicles. It was proposed by Councillor S Reardon and seconded by Councillor J Luddington that the Chairman writes a polite reminder in his Chairman's report for the Pill reminding parishioners of these matters. All Councillors voted in favour of the proposal. The proposal was therefore carried.

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

None

8. To receive a report from the Clerk

None

9. To receive reports from -

a) Police

PCSO Lloyd Paynter reported that there were no further crimes to report and that there had been just three since the AGM. He said that residents in one road on a housing estate in Fowey have received debt letters from an insurance company addressed to fictitious persons. He said that he has rung the insurance company on behalf of the residents. He explained that this is essentially an address fraud and thinks it may be because someone has taken out a car insurance policy and not kept up the payments. He also said that some Irish travelers are once again selling equipment cheaply in Par and St Dennis. He commented that the Police station at St Blazey is closing but he does not know when. He said the Police Surgery will take place at the Boat Hut on Wednesday 14th October 2015 commencing at 10am.

b) Cornwall Councillor

There was no report.

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

Mrs S Blaxley (15th September 2015 – 6th October 2015 salary/expenses) - £243.44

Cormac Solutions (Toilet cleaning – August 2015) - £195.77

Cornwall Council (Rent for car park) - £166.67

Glenn Humphries Landscaping (Grass cutting) - £78.00

Palace Printers (questionnaires for neighbourhood plan) - £66.00

It was proposed by Councillor R Anderson and seconded by Councillor M Whell that all of the above orders be authorised for payment. All Councillors voted in favour of this proposal. The proposal was therefore carried.

11. To receive correspondence from :

a) **Cornwall Council**

b) **Others**

There was no other correspondence reported in addition to the emails previously circulated by the Clerk.

12. Finance Report

To receive a current financial statement of the accounts

The Clerk reported that, this month, income of £1,920.81 has been received from Cornwall Council as the second half of the precept. She said that the account balances at £27,868.21.

13. Golant Car Park and Toilets

To receive and consider the community asset transfer of the toilets and car park;

It was reported that the CAT had now been submitted to Cornwall Council.

To receive and consider a request from Fowey River Canoe Club to suspend car parking charges on Sunday 25th October 2015 for the Hasler Race and to allow parking on the village green that day;

The Chairman read out the following email from Andrew Holden: “The Fowey River Canoe Club Hasler Race is due to take place on Sunday the 25th October and we are expecting around 100 entries. The Golant based club travels all around the country competing at National and often International events. For a small club of circa 30 members compared to the average 300 at London based clubs, we box well above our weight. As our reputation rises and our athletes start to gain the attention of the Great Britain selectors we seem to attract more entries for our annual event. Our main fund raising streams are this race and our volunteer car park duty for the Red Arrows and the Fowey Carnival - for which we receive a % of the takings.

Due to rain disruption this August and cancellation of the Arrows, we are looking at other ways to fill the gap in our coffers that this has left. One suggestion from the Chair of the Quay Users Association was that we approached the Parish Council and asked if for one day you could suspend the car parking charges and open the village green for car parking (weather and associated sogginess of the grass permitting). Our Canoe club could, with your kind permission, charge our race vehicles £1 or £2 to park, issue them with a permit and manage the tidy and considerate parking of the event. We would of course tidy the village green and collect any litter from that day or previous days”.

It was noted that the Hasler Race is an annual event. Councillor J Luddington said that, last year, Andrew van den Broek’s field was used for parking and the chuck wagon was stationed at the bottom of her drive. She said that she was concerned about the impact of parking on the green on the rest of the parishioners. Councillor M Whell said it is a day of parking “hassle” but it does support young people. Councillor S Reardon said that last year, it was chaotic with cars trying to unload their canoes and that in the future there is a need to work with the organisers to ensure the day runs more smoothly. She said that she was not happy with cars parking on the village green as the green is a play area and cars and children do not make good bedfellows. She said that using Andrew van den Broek’s field for parking seemed to work well last year and that if it was available again a one way system for traffic would be a good idea. Councillor S Fitzgerald said she would not want to discourage people from coming to Golant but allowing them to use the village green for car parking would set an undesirable precedent. She asked if a police presence would assist the situation with traffic and parking. Councillor S Ratchford said the green is a soft surface which would be destroyed by vehicular parking. Furthermore, he said

that the car park provides very cheap parking. Councillor R Anderson said he did not think the police would attend but that it could be policed by organisers in high visibility jackets. He said that not charging in the car park will not alleviate the parking situation. He commented that it is a national event so the parish council should assist in some way. He suggested that the village green could be used to unload the canoes but not for parking. The Chairman said that the village cannot accommodate parking for 100 competitors and their family and friends and that, in any case, we have a contractual arrangement with AS Parking so we cannot waive the parking charges for a day. Councillor J Luddington said that they are trying to raise funds so the parish council could give them a donation. Councillor S Reardon said that unloading the canoes onto the green will help alleviate the traffic situation. It was proposed by Councillor S Reardon and seconded by Councillor J Luddington that the area of hardstanding adjacent to the village green be cordoned off to allow canoes to be picked up and dropped off but vehicles are not to be parked there. Furthermore a donation of £250 is given to the Fowey River Canoe Club. All Councillors voted in favour of this proposal. The proposal was therefore carried. Councillor S Fitzgerald proposed an amendment to the proposal to allow for the canoes to be left on the green once unloaded from vehicles. This was seconded by Councillor S Reardon. Five Councillors voted in favour of this proposal and two against. The proposal was therefore carried.

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

None

14. Village Green

To review the rules for parking on the village green;

The Chairman explained that the area of hard standing adjacent to the green is used for parking by permit holders who apply annually in advance. He said the rules seem to be laissez faire with little structure and are perceived by some as not transparent and unfair. Councillor M Whell asked if complaints had been received regarding the permit allocation. The Chairman said that complaints had been in previous years received that the rules are unfair. Councillor R Anderson commented that permit holders often do not use the area to park, those with second vehicles who have nowhere to park cannot use it as they do not have a permit and builders are using it all the time. He suggested allocating more permits than there are spaces so that it is used for parking on a first come first served basis. The Chairman said that the criterion for issuing permits also needs to be specified. Councillor S Reardon said the reason for issuing permits was to reduce the numbers of vehicles parking on the lanes in Golant. She explained that those without provision for onsite parking could apply for a permit but overtime, there are more families in the village and consequently, more cars and there is nowhere to park. She said that more often the area is underused rather

than over used. It was proposed by Councillor R Anderson and seconded by Councillor J Luddington that more permits be issued in future on the same criteria as is currently used, up to a maximum of two permits per property and that parking takes place on a first come first served basis with the parish council taking no responsibility if parking for a permit holder is not available. All Councillors voted in favour of this proposal. The proposal was therefore carried. Councillor S Ratchford asked if the occupiers of holiday homes adjacent to the green have a right to park on the hardstanding. The Chairman acknowledged that there may be problems if the occupiers of the holiday homes are unable to park there. It was noted that there are approximately 8 – 10 parking spaces. The Chairman asked if the parish council thought there should be a charge for a permit. Councillor J Luddington said there should be a nominal charge to cover the administration costs. Councillor M Whell said it should be free of charge. Councillor R Anderson said the parish council's budget position would indicate that a charge was not necessary and furthermore, if a charge is made, permit holders may expect better policing of the area. It was proposed by Councillor S Reardon and seconded by Councillor R Anderson that permits should be issued free of charge. Five councillors voted in favour of this proposal and one against. Councillor S Ratchford abstained from voting. The proposal was therefore carried.

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

The Chairman commented that the area of hard standing and the track is in a poor state of repair but there is little point undertaking any repair work at this stage as the building works to Riverbank Cottage will undoubtedly cause further damage.

The Chairman reported that in October 2014, the parish council resolved to give three rights to the owners of Riverbank Cottage. He read out an email from the owner which essentially says that they do not wish to proceed with two of the rights of way but they may proceed with the easement. It was proposed by Councillor J Luddington and seconded by Councillor M Whell that the Chairman contacts Mr and Mrs Wallace Jones to discuss this further and to report back to the extra ordinary meeting of the parish council in November. All councillors voted in favour of this proposal. The proposal was therefore carried.

15. Neighbourhood Plan

To receive and consider matters arising relating to the neighbourhood plan

Councillor S Reardon said that 202 questionnaires were sent out and to date, 84 have been returned which is an excellent response rate. It was noted that the deadline for returning them in order to qualify for entry into the cash draw is 14th October 2015. She said that only four people will be reading the returns so comments will not be attributed to individuals. Councillor R Anderson said the

analysis of the questionnaires will commence soon and that the preliminary results will be presented to the November meeting of the parish council. Councillor S Reardon said the steering group will be working with Colleen O'Sullivan from Cornwall Council when formulating the policies for the plan.

16. Highways

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

Councillor R Anderson said that the water leaks on Church Hill have now been repaired. Councillor M Whell said he will arrange for a new salt bin to be installed at Torfrey Councillor S Fitzgerald said that she had alerted CORMAC to the fact that the road to Wringford and Roadgate is in a poor state of repair. She also said that the gates in the hedge at Lantyn are dangerous and cows are being walked up the lane in the dark which is dangerous. The Chairman said that the gate issue had already been addressed and thought the issue of driving cows was not one for the parish council.

17. Footpaths and Benches

To consider the management of the Downs footpaths;

The Chairman reminded Councillors that this matter arose as a result of representations made at the last meeting that the views from the benches on the lower of the Down's footpaths are obscured by vegetation. Councillor R Anderson circulated photographs of the views from both benches which were essentially of vegetation with no view of the river at all. He said that in the past, this area has thrived thanks to parishioners' hard work and that this should be allowed to continue with some assistance from the parish council. It was proposed by Councillor R Anderson that the site be visited by interested parties to ascertain the works that are needed and then professionals are employed to remove the scraggy vegetation this year and that a management programme is put in place thereafter for the benefit of all parishioners. This was seconded by Councillor S Fitzgerald. . All councillors voted in favour of this proposal. The proposal was therefore carried. It was proposed by Councillor M Whell and seconded by Councillor S Reardon that a budget of £250 be set aside for these works. All councillors voted in favour of this proposal. The proposal was therefore carried. It was agreed that Councillor R Anderson would arrange this and that this matter would be discussed at the parish council annually in October.

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

None

18. Priorities for Expenditure 2016/17

To consider the priorities for expenditure in 2016/17

The Chairman said that, in the past, strategic decisions have not been made regarding the structure of expenditure. Aside from certain ringfenced funds the allocation of expenditure had otherwise taken place on rather ad hoc basis. Councillor R Anderson circulated a document with his suggestions for addressing this issue. The document makes it clear that the parish council needs to be financially prudent and maximise community benefit.

He suggested that the focus should be on investing in our assets and our people, promoting a sense of community and operating effectively for the common good. He proposed a Medium Term Financial Strategy until 2018/19, a general fund reserve of £5,000, earmarked reserves of £10,000, an annual operating budget of £15,000 and categorization of the routine spending according to priorities. He suggested that the focus should be on investing in our assets and people, promoting a sense of community and operating effectively. He said the priorities should be to maintain our built environment and physical assets, care for our natural environment, support voluntary groups working for the common good, look after our people – do what we can to improve safety and well being, promote parish life and sense of community, marketing the Parish, improving connectivity – communications and links to life beyond the Parish and operating effectively - efficient and innovative administration of Parish business. Councillor R Anderson also put forward an action plan which involves slicing the pie, involving and engaging parishioners and dispersal of the funds through bids and grants. He said there should also be an ongoing review. The Clerk commented that she would need to give this report some detailed consideration and seek the advice of CALC and the internal auditor. It was agreed that the Clerk would liaise with Councillor R Anderson with a view to reporting to the November meeting of the parish council with this incorporated into a budget setting procedure.

19. Installation of Superfast Broadband in Village Hall

To receive and consider a request for a grant to install superfast broadband in the village hall and ongoing financial support towards its running costs

The Chairman reported that he had received an email from Paul Meredith asking the parish council, on behalf of the village hall committee, for a one off grant of £426.23 to install Superfast broadband in the hall, plus ongoing financial support towards its running costs. In the email, he explained that the village hall could use it to promote IT training and the community could further benefit from live streaming of theatre, opera films and sport. Councillor S Fitzgerald asked if everyone would have access to the wi fi in the village hall. The Chairman said they would. Councillors J Luddington and S Fitzgerald said they think it is absolute essential for a versatile public used facility. It was proposed by Councillor J Luddington and seconded by Councillor S Ratchford that the parish council pays for the installation of superfast broadband in the hall at a cost of

£426.23. All councillors voted in favour of this proposal. Councillor S Reardon abstained from voting. The proposal was therefore carried.

20. First Aid Course

To receive and consider a request for funding for a first aid course

The Chairman reported that he had received an email from Paul Meredith asking the parish council to fund a first aid course. The email said that following the defibrillator installation it was suggested that it would be beneficial to the village to run a First Aid course. He explained that 'The Essential First Aid' 3 hour course costs £250 + vat and would be for 12 people. It was proposed by Councillor J Luddington and seconded by Councillor S Ratchford that the parish council funds this course. All councillors voted in favour of this proposal. Councillor S Reardon abstained from voting. The proposal was therefore carried.

21. Date of next meeting

To confirm the date and venue of the next meeting on Tuesday 24th November 2015

The date of the next meeting will be on Tuesday 24th November 2015, commencing at 7:15pm in the village hall.

There was no further business and the meeting was closed at 10:05 pm.

ST SAMPSON PARISH COUNCIL MEETING

13TH OCTOBER 2015

ACTION POINTS

<u>Minute Number</u>	<u>Action</u>	<u>By Whom</u>
PP (page 1)	Follow up payment for damage to village green	JL
4 (page 2)	Email photograph to Clerk for Inclusion on parish council website	SB/SF/MW
4 (page 2)	Respond to Dave Luck regarding extended charging period for car park and the decision	

	regarding the continued use of AS Parking	CH
6 (page 4)	Inform Penny Parsons and Peter Williams that a polite notice regarding parking on the highway will be put in the Golant Pill by the Chairman	SB
13 (page 6)	Inform Andrew Holden of decision regarding use of green during Hasler Race	SB
16 (page 9)	Installation of new salt bin	MW