

MINUTES OF THE ST SAMPSON PARISH COUNCIL MEETING HELD ON TUESDAY, 22ND MARCH 2016 AT 7:15PM IN GOLANT VILLAGE HALL, GOLANT

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

Sue Blaxley (Parish Clerk)
Cornwall Councillor David Hughes
Graham Estlick

Public Participation

None.

1. Apologies

Apologies were received from Councillor S Ratchford.

2. To confirm the minutes of the meeting held on Tuesday 23rd February 2016

The minutes of the meeting held on 23rd February 2016, having previously been circulated, were agreed as an accurate record.

3. Declaration of interest in items on the agenda

Councillor R Anderson declared a prejudicial interest in item 12 on the agenda relating to the electricity supply for the parking meter and Boatwatch hut.

4. Matters Arising from the previous meeting

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

Ascertain agreed number of grass cuts to be undertaken by GHL in a year (SB)

The Clerk reported that GHL were asked to cut the grass on a fortnightly basis during the growing season and monthly during the winter or as required. She said that 13 cuts have been done in 2015/16.

Installation of salt bin (MW)

As Councillor M Whell was absent from the meeting for this item, the matter was deferred until the April meeting of the parish council.

Ensure Nalders send letter regarding rights on the green to Mr and Mrs Wallace-Jones (CH)

The Clerk said that she had forwarded a draft letter from Nalders to the Chairman for his approval. The Chairman said he would action this matter.

Informal chat with Mr and Mrs Laughton regarding gates and sign in the alleyway to the village green (RA/CH)

The Chairman reported that he had not yet had the opportunity to speak to Mr and Mrs Laughton as they have been on holiday. The Chairman said he would action this matter.

Investigate persons who may be able to restore finger post sign and likely cost (SB)

The Clerk reported that a disabled gentleman had volunteered to restore the finger post sign but he was unable to undertake the works with the sign in situ. Councillor R Anderson said that the sign post is embedded in concrete so it would not be possible to remove it without heavy machinery. It was agreed that the Clerk would make some further enquiries as to who could undertake the work and at what cost and report back to the next meeting.

Contact CORMAC regarding pothole in Water Lane and road to Church and poor state of road near Wringford Farm (SF)

Councillor S Fitzgerald said that she had reported the poor state of the road near Wringford Farm and that CORMAC will be inspecting the road next week. She said that she will inform them of the pothole in Water Lane at that meeting. The Chairman reported that the pothole in the road leading to the Church has been repaired.

Put photographs of works to Saints Way footpaths on website (SB)

The Clerk reported that she had actioned this matter.

Meet all interested parties regarding trees on Church Hill (CH)

The Chairman reported that he had been engaged in a large amount of communications regarding this matter. He said that the conclusion is that Simon Funnell and Matthew Judge intend to ask a tree surgeon to look at their options for cutting the trees. He said that Mr Ted Luck, the landowner, was happy for work to be done to the trees to achieve the objectives of Messrs Funnell and Judge. Councillor R Anderson said that the tree surgeon had undertaken an inspection of the trees and at the same time had looked at the trees along the length of Church Hill to ascertain if any of them need attention. He said the tree surgeon was aware of the proximity of the power cable to some of the trees

which was a council concern. He said that a report had apparently not yet been received by Messrs Funnell and Judge from the tree surgeon. It was agreed that as the relevant landowners were apparently in agreement about what needed to be done, and that a tree surgeon was being consulted, no action would be taken by the parish council in the short term regarding this matter.

Report minor leak on stop cock to SWW (SB)

The Clerk reported that she had actioned this matter.

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

None

5. To receive the Chairman's Communications

The Chairman said that he had not received any additional correspondence to that reported except for an email from Councilor S Reardon saying that it was her intention to resign as a parish councilor after the AGM in May 2016. She said this was due to family commitments. The Chairman said that he was also resigning as a parish councilor after the AGM in May 2016 due to personal reasons and work commitments. The Clerk said that a new Chairman and Vice Chairman would need to be elected at the AGM from the five remaining councilors and that following the AGM, the vacancies on the parish council will be advertised in accordance with adopted procedures.

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

None

7. To receive a report from the Clerk

None

8. To receive reports from -

a) Police

PC Lloyd Paynter was not at the meeting but had emailed a report which read as follows: "I am pleased to say that things have remained fairly quiet and as such there are no crimes to report. I am aware that the AGM will soon be upon us and will endeavour to get a full report together for you. Can you please let me know the date and venue.

I am still a little concerned that perhaps not all petty incidents are reported to Police at all times. Obviously, if people have any concerns they should report it at the time rather than mention it weeks, or even in some cases, months later. Perhaps you would be good enough to raise that for me with the councillors. As ever people are most welcome to pop along to the Police Surgeries on the second calendar Wednesday of each month.”

b) Cornwall Councillor

Cornwall Councillor David Hughes read out the following report: “As mentioned in an earlier Report, The Boundary Commissioners are requiring Cornwall Council to carry out a review of its divisional boundaries, although these will not now come into effect until the 2021 CC elections. The reason for the review is that “they” require that all divisions contain the same number of electors +/- 10%. Because of the geography of Cornwall, this can lead to significant differences in the size of divisions, with some of the larger towns having several Cornwall Councillors, whilst, especially in the north and east, one councillor may cover 8 distinct parishes.

As one of the largest local authorities in the country, both in area and electorate, this will involve a great deal of work, which has already started, with a tight deadline of this time next year. This will include several rounds of consultation with “stakeholders” and the general public, the first being with Town & Parish Councils on 30th March where Boundary Commissioners will be seeking their views on the shape of Cornwall Council for the future.

As well as reviewing the boundaries, the Council will be considering the number of seats which a future council will have. Prior to the Unitary Council, between the County and six District Councils, the public had some 550 elected representatives, now there are 124. There are those who would like this to be reduced as low as 60. Whilst I acknowledge that there a minority of councillors who do not, in my opinion, “pull their weight”, I believe that most try very hard to represent the individual needs of their constituents whilst also playing their part in the strategic development of Cornwall and in holding the “executive” to account. With so many support services being cut or curtailed, it is ever more difficult for the “man in the street” to know where to turn for help and advice and, quite reasonably, they turn to their local councillor, even when the matter is not strictly Cornwall Council business. This is likely to increase, especially with “devolution” of more health and care matters to the local area.

Whilst I might accept some minor “tinkering” with numbers, I believe that any significant reduction in the number of councillors would be a bad thing. Firstly, the general public would have less support and representation: secondly, the number of elected representatives with local knowledge would be diluted: thirdly, there is a serious risk that pressure of work on those remaining would be such that the level of scrutiny of decision-making would deteriorate, both of the executive, and also of un-elected officers, who are themselves under pressure due to staffing cuts and increasing interference from Westminster.

Whilst I accept that this is a personal opinion, I do not consider that it represents self-interest as I do not expect to be a councillor when these changes are

implemented. I would urge everyone to involve themselves at every level of consultation in order to help shape a workable, democratic Cornwall into the future.

A group, led by Doug Scrafton, CC for Par, has been set up to make a “community” bid to take over Par Sports Facility in order to secure its long-term future as a community asset. Significant progress is being made and we are optimistic that we shall be able to take control. Although located in Par, the facility is of importance over a much wider area, both to schools and to individual sports-people. The group is currently seeking letters of support from all local parishes, schools and individuals to demonstrate the importance of the facility. Such letters would not imply any financial commitment. I would urge St Sampson’s PC to write such a letter and encourage others to do so. If we fail in our bid, there is a real risk that, at some point, this land will be lost to developers. Members may have heard of a proposal, again by a community interest company, to acquire St Blazey Roundhouse and turntable with a view to restoration and use for technical training, small business development and as a “heritage” centre. This is a Grade II* Listed Building, currently on the “Heritage at Risk” list, possibly unique in Britain of buildings of such nature. Work to achieve this end is advancing very fast, with a serious possibility of achieving European funding. As Directors, we are very conscious of the importance of the building to those small businesses currently operating there and will do everything possible to accommodate their needs.

At last week’s Cabinet Meeting it was agreed that Cornwall Council would offer up to £1.5 million of capital as match-funding to secure a very much larger sum of Government and European money towards the cost of one or two projects in Cornwall to demonstrate the feasibility of geothermal power. One of the two initial site may well be at Eden. This is a very exciting project to develop cheap, flexible, renewable, non-carbon energy which could generate huge economic benefits, both direct and indirect for Cornwall. It has been suggested that, if successful, Cornwall could be generating up to 20% of UK total requirements from geothermal in the future. It must be stressed that the money being committed is Capital, which could not otherwise be used to offset government cuts”.

The Chairman asked Cornwall Councillor David Hughes to clarify the situation regarding Par running track. Cornwall Councillor David Hughes explained that Cornwall Council is putting the management of all the leisure facilities in Cornwall out to tender apart from three facilities, including Par running track, which are being packaged together. He said that these three facilities could come under threat in the future for development unless they are taking on as individual assets by their communities. He said that Cornwall Council is prepared to spend money resurfacing the track prior to it being taken over. It was proposed by Councillor S Fitzgerald and seconded by Councillor S Reardon that the Clerk writes a letter to Cornwall Councillor Doug Scrafton saying that the parish council supports, in principle, the submission of a community bid to take over Par running track which is a valuable community asset. All Councillors voted in favour of this proposal. The proposal was therefore carried.

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

Mrs S Blaxley (18th February 2016 – 16th March 2016 salary/expenses) - £348.84
Cormac Solutions (Toilet cleaning – February and March) - £391.54
Cornwall Council (Rent for car park) - £166.67

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

10. To receive correspondence from :

a) Cornwall Council

The Clerk reported that she has received an email from Rachael Tatlow at CORMAC saying that the highway steward has had a look at the section of road adjacent to the toilets and car park. He reported that there is no drainage system on the road and that the pooling is due to the shape of the road surface. He said that very little could be achieved without major re-profiling which, as no property is being flooded, would not be a priority for Cornwall Council in terms of capital expenditure. Councillor S Reardon said the overflowing tank on the bank above the road and below the Cormorant Hotel could be contributing to the flooding along the section of road. The Chairman said he would speak to James Fuge regarding this matter and inspect the site. In addition, he said he would ascertain the ownership of the land on which the tank is sited.

b) Others

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

11. Finance Report

To receive a current financial statement of the accounts

The Clerk reported that this month, £780 has been received from car parking permits and that the accounts balance at £23,786.70.

12. Golant Car Park and Toilets

To consider the electricity supply for the parking meter

Councillor R Anderson, having previously declared an interest, presented the facts regarding this matter and then left the meeting and took no further part in the discussion. He said that the electricity for Golant Boat Watch Hut and the car parking machine has not been invoiced by Fowey Harbour Commissioners for

many years. He said there is a long term understanding that the parish council would pay for the electricity which, based on a recent meter reading, would be approximately £300pa. He said that Fowey Harbour Commissioner would be prepared to write off the historic costs. Councillor J Luddington asked if there is a written copy of the agreement. Councillor R Anderson said there is not a written copy but the previous chairman of the parish council confirms this is the case. Councillor J Luddington said that Boatwatch is a valuable community group. The Chairman asked who maintains the Boatwatch hut. Councillor R Anderson said that Boatwatch is responsible for this. Some discussion took place regarding the matter during Councillor R Anderson's absence. It was proposed by Councillor J Luddington and seconded by Councillor S Reardon that the Clerk writes a letter to Fowey Harbour Commissioner saying that the parish council would be delighted to pay for this annualized cost for electricity in the approximate sum of £300. All Councillors voted in favour of this proposal. The proposal was therefore carried. Councillor R Anderson returned to the meeting.

Councillor S Reardon said that this matter raised the issue as to the whereabouts of the past parish council minutes and how they should be archived. The Clerk said she thinks that minutes have to be retained for a set number years as dictated by legislation.

To appoint volunteers to empty the car parking machine in 2016/17

It was noted that Councillors S Ratchford and J Luddington emptied the car parking machine in 2015/6 but were no longer able to do it. The Clerk said that, for audit purposes, two councillors or the clerk and a councillor had to empty the machine together and verify the money. She said she would be happy to undertake the task with another councillor and take the money to the bank. However, it was considered that this involved too much risk. It was proposed by Councillor R Anderson and seconded by Councillor S Reardon that the Clerk asks AS Parking for a quote for emptying the machine and taking the money to the bank and report back to the next meeting of the parish council. All Councillors voted in favour of this proposal. The proposal was therefore carried.

To receive and consider the quotation from CORMAC for the cleaning of the toilets for 2016/17

The Clerk reported that CORMAC has quoted £1618.26 pa to clean the public toilet three times a week all year round. It was agreed that they are reliable and do a good job. It was proposed by Councillor S Fitzgreal and seconded by Councillor J Luddington that this quotation be accepted. All Councillors voted in favour of this proposal. The proposal was therefore carried.

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

None

13. Village Green

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

Councillor R Anderson said that Andrew van den Broek has almost completed the works to the play equipment. He said that his invoice may be slightly more than the £140 he had quoted as he had purchased a sheet of marine ply in order to repair the balance board in a more professional way. Councillor R Anderson also reported that Cornish Landscaping finally submitted a quotation for the works to the playground but it was far in excess of the quotation supplied by the contractor who is undertaking the works.

14. Neighbourhood Plan

To receive and consider matters arising relating to the neighbourhood plan

Councillor R Anderson said that Fowey Neighbourhood Plan steering group has received the draft report summarizing the findings of the questionnaire they sent out to parishioners. As a result, they have decided to focus the plan on four main themes. He said that they have applied for £12,500 grant funding so far and are saying that the work to date on the neighbourhood plan has been at zero cost to their parishioners. Councillor R Anderson said there are a number of neighbourhood planning training workshops if anyone wants to attend. The Chairman clarified who is on the neighbourhood planning steering group for Golant. It was noted that Councillor S Reardon will remain on the steering group when she leaves the parish council. Councillor R Anderson said that it is hoped that further progress will be made on the plan by the end of this year.

15. Highways

To consider quotations for weedkilling along the highway edges adjacent to the river and Pil

The Clerk reported that she had received a quotation from GHM for these works in the sum of £49 plus VAT and from David Jenkinson in the sum of £60. It was proposed by Councillor J Luddington and seconded by Councillor M Whell that the quotation from GHM be accepted. All Councillors voted in favour of this proposal. The proposal was therefore carried.

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

None

16. Footpaths and Benches

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

None

17. IT Equipment

To consider purchasing some IT equipment to facilitate the administration of the parish council

Councillor R Anderson said that he considers the parish council requires some new technology for the administration of the parish council and for archiving documents. He said that he does not think that it is professional for the parish council to be administered using the Clerk's personal computer and software. He said that, having researched the market, a new laptop with 8GB and 1TB memory, a large back up drive and the appropriate software including Norton Antivirus, Windows 10 and Microsoft Office could be purchased for approximately £600. Some discussion took place regarding which documents should be stored on such a computer in addition to minutes and agendas and the status of the documents that would be stored. Councillor S Reardon said this matter relates to the formulation of an archiving storage policy for parish council documents. It was proposed by Councillor R Anderson and seconded by Councillor S Reardon that the Clerk purchases a laptop, the attendant software and a backup drive for the sole use of the parish council up to the value of £600. All Councillors voted in favour of this proposal. The proposal was therefore carried. It was agreed that once this new technology is operational, the parish council will discuss further the digital storage and archiving of parish council documents.

18. Public House in Golant

To consider listing the public house as being an asset of community value

It was noted that Councillor R Anderson had circulated a report on this item to all councilors prior to the meeting. In that report Councillor R Anderson explained that the Community Right to Bid enables town and parish councils and local voluntary and community organisations to nominate local land or buildings to be included in the list of assets of community value. He said that, through the neighbourhood planning process, it has become apparent that The Fisherman's Arms is widely regarded as a key asset in the parish and therefore questions whether the parish council should be taking advantage of the new legal provision. He said that it is important to emphasise that there is no reason to think that the current use of the building as a pub is in any way threatened but if the pub were ever to be sold by the current owners, Punch Taverns, a potential bidder in a sale might be a property developer and might wish to turn the site into something other than a village pub. Councillor R Anderson said the intention is to help communities faced with losing important local amenities and the Community Right to Bid gives communities the opportunity to formally list an asset and

secure some time to prepare a proposal in the event that the asset comes up for sale. He explained that there is no right to buy – the power is a right to bid. The legislation gives the community a period of time to prepare a proposal and raise the funds required to put in an offer. The sale is potentially delayed for a set period but thereafter takes place under normal market conditions and the seller is under no obligation to sell to the group. He said that a parish council is one of the bodies stipulated as being eligible to apply for a listing which is made to Cornwall Council. He said that once an asset is listed, this places some restrictions on the owner if they should decide to put it up for sale. A listing lasts for five years. Before the asset may be sold, the owner must notify Cornwall Council and from then an initial period of six weeks is provided to allow local community groups the opportunity to register an interest in making a bid to purchase the asset. Where an interest is registered, the asset cannot be sold for a total of six months, giving such groups the time to develop a proposal and raise the required capital to bid for the asset when it comes onto the open market at the end of that period. The owner of an asset which has been listed may ask Cornwall Council to review their decision within eight weeks. An independent senior officer reviews the listing and can hear submissions. If the owner is dissatisfied with that review he has the right of appeal to HM Courts and Tribunals. Councillor S Fitzgerald asked what say the owner has in this process. Councillor R Anderson said the owner does not have a say. He said the listing protects the village asset and it is not to benefit the owner. He said the question is how we would consult with the community as to whether this is a way forward for the parish. It was proposed by Councillor S Reardon and seconded by Councillor R Anderson that the informal views of the community should be sought initially via the Pill as to whether they think that listing the pub as an asset of community value is a good idea. In addition, the views of the licensee should be sought. All Councillors voted in favour of this proposal. The proposal was therefore carried. Councillor R Anderson said he would undertake this task and report back to the next meeting of the parish council.

19. Community Emergency Plan Grant Scheme 2015/16

To consider applying for a grant to formulate a Community Emergency Plan

It was noted that Councillor R Anderson had circulated a report on this item to all councillors prior to the meeting. In that report Councillor R Anderson explained that Cornwall Council has been working with the Environment Agency and others to help build local resilience through the development of a local Community Emergency Plan. Such plans can help a community prepare for an emergency and reduce its impact, particularly in the early stages of an incident before the emergency services arrive. A CEP is a written document which captures some pre incident thinking. Councillor R Anderson said that “emergency” could include incidents of fire, flood, snowfall, land slip, trees down, building collapse, plane crash, drinking water contamination, burst pipes, power supply failure and loss of telephone lines. He explained that Cornwall Council is offering grants to help

develop and deliver a CEP: a startup grant of £100 which is triggered by a formal minute in a constituted meeting; a completion grant of £400 which is triggered by the CEP being checked though for general suitability and a peer to peer support grant of an additional £100 which is triggered by the provision of peer support to other parishes through information exchange. He said that the grant can cover administration costs, marketing and the purchase of emergency equipment. It was proposed by Councillor M Whell and seconded by Councillor R Anderson that the formulating of a CEP is a worthwhile initiative for the Parish Council to be promoting. All Councillors voted in favour of this proposal. The proposal was therefore carried. It was agreed that this matter would be discussed at the next meeting of the parish council.

20. Community Network Panel

To consider sending a representative to the Community Network Panel meetings

Councillor R Anderson said that this group meets once a quarter and that regular attendance by a representative from the parish council should be encouraged. He said that he will be attending the next meeting and will report back to the meeting of the parish council in April 2016.

21. Date of next meeting

To confirm the date and venue of the next meeting on Tuesday 26th April 2016

The date of the next meeting will be on Tuesday 26th April 2016, commencing at 7:15pm in Golant Village Hall.

There was no further business and the meeting was closed at 9:40pm.

ST SAMPSON PARISH COUNCIL MEETING

22nd March 2016

ACTION POINTS

<u>Minute Number</u>	<u>Action</u>	<u>By Whom</u>
4	Installation of salt bin	MW
4	Ensure Nalders send letter regarding rights on the green to Mr and Mrs Wallace-Jones	CH
4	Informal chat with Mr and Mrs Laughton regarding gates and sign in the alleyway to the village green	RA/CH
4	Investigate persons who may be able to Restore finger post sign and likely cost	SB
4	Contact CORMAC regarding potholes in Water Lane and poor state of road near Wringford Farm	SF
8	Write letter to CC Doug Scrafton expressing parish council's support for community bid for Par running track	SB
10	Speak to James Fuge regarding water tank on bank below Cormorant Hotel, inspect site and ascertain ownership of the bank	CH
12	Write letter to FHC confirming that the parish council will pay for electricity costs for Boatwatch hut and parking meter	SB

