

MINUTES OF THE ST SAMPSON PARISH COUNCIL MEETING HELD ON TUESDAY, 25TH JULY 2017 AT 7:30PM IN GOLANT VILLAGE HALL, GOLANT

Present: Councillors R Anderson (Chairman), D Pugh-Jones and D Jenkinson.

Graham Estlick, Richard Gabb, Colin Hunter, Peter Edwards, Charles Meade-King, Stuart Young and Liz Anderson.

Sue Blaxley (Parish Clerk)

The Chairman opened the meeting at 7:15pm.

Public Participation

Liz Anderson said that she was hoping that the parish council would make a financial contribution towards the planting of five apple trees on the Downs. She said that she has £150 towards the project from the Carnival. Stuart Young said that he would help to choose the trees. He said that there was a big planting scheme in the early 1970's of which a few of the trees are left.

Colin Hunter explained that he is the Applicant for planning application reference number PA17/03309 for the construction of a three-bedroomed dwelling, provision of garden and parking at land south of St Carroc, School Hill, Golant. He said that the issues raised by the parish council and Charles Meade-King regarding the drains and the party wall are civil matters. He explained that the site is 700 square metres of which 111 square metres will be occupied by the proposed building. He said that the property known as Colbeh lies to the south of the site and is below the base level of the proposed new build. He said there would be a 1.5m high fence and a 1m hedge on the boundary with Colbeh so effectively, there would be a 2.5m height difference between ground level and Colbeh. He said that the west elevation of Colbeh has two opaque windows and a narrow back alley. He said that the garden of Colbeh sits to the east. He explained that the proposed development will not impact on the view from Colbeh. Colin Hunter said that there had been some concern expressed regarding the lack of dimensions shown on the submitted plans. He said that his Agent had told him this was not unusual as the plans were drawn to scale. He said that the ground floor wall of the proposed development will be 1.5m from the fence and 2.5m from Colbeh. He said the first-floor windows of the proposed development will be set back behind a wall and the balcony which was shown on the original drawings has been omitted. He said that the proposed development will be close to Colbeh and he acknowledged that the site is tight but he said that he does not think it will be too close for comfort. He said that he sought pre-application advice from Cornwall Council in 2016 and they did not consider that the proposed development would be unduly overbearing or dominant. He explained that if the proposed dwelling was set further east into the site, it would lead to overlooking into the garden of Colbeh. He said that the occupiers of

Colbeh have objected to the planning application. He said that the responses to the neighbourhood plan questionnaires concluded that the majority of parishioners are in favour of infill development for local families and are against holiday homes. He said that this proposal fits these criteria.

Charles Meade-King said that he insists that the plans should have measurements delineated on them as if he knew what the measurements are, he could ensure that what is built is what is approved. He said that he does not object to the development in principle. He said that when the excavations start, they will be right up against the back wall of his dwelling. Councillor D Jenkinson agreed that without measurements shown on the drawings, it is difficult to be precise.

Graham Estlick said that he wished to congratulate the parish council on the works to the car park and for clearing the human sun dial. He said that the installation of the sewer pipe across the village green is going very well. Richard Gabb said the clearance of the Downs paths has now been undertaken.

Peter Edwards said that he is concerned that the surface water drains around the village are blocked by fallen leaves and vegetation and therefore, when it rains, most of the rainwater and lots of mud comes down into the village. He said he wondered if there is action that the parish council should be undertaking to rectify this situation. He also said that, at the north end of the Pill, the parish council must be aware that what they perceive as derelict boats may be someone else's pride and joy. He said there is not much that can be done about these boats. He said that, at the June meeting of the parish council, reference was made to materials being stored under sheds along the river frontage. He reminded the parish council that these sheds are on private land. He said that the minutes of the parish council meeting in June refer to formalising the use of the Pill. He said that GQUA have a constitution which says that the Pill is for the mooring of boats. He said that GQUA will assist with the clear up of the area and are more than happy to contribute financially to planting to attract wildlife to the Pill. He said that GQUA would support the use of the remaining part of the toilet block for the storage of kayaks but they would not want to have the liability of the building or to receive the money charged to the users for storing kayaks.

Stuart Young said that the parish council should not be complacent about the possibility of a flood in Golant on a similar scale to the recent one at Coverack. He said that the parish council should look at risk management in the event of a flood in Golant.

1. Apologies

The Chairman welcomed everyone to the meeting. Apologies for absence were received from Cornwall Councillor Dr A Virr, Councillor A Van den Broek, Councillor S Phillis, Councillor D Johns and PC Lloyd Paynter.

2. To confirm the minutes of the meeting held on Tuesday 27th June 2017

The minutes of the meeting held on the 27th June 2017, having previously been circulated, were agreed as an accurate record. Councillor D Jenkinson said that he wished it to be noted that D Jenkinson referred to in the minutes is not himself but D Jenkinson of Cornwall Landscaping.

3. Declaration of interest in items on the agenda

None

4. Planning

The Chairman said that the application for Encounter Cornwall for the development of a new single storey Outdoor Activity Centre with multi use accommodation, workshops and meeting rooms to replace the existing agricultural building at Bloweys Downs Hill, Golant (PA17/06249) will be discussed at an extra ordinary meeting of the parish council early in August.

To receive and consider the following planning application:

PA17/03309 - Construction of a three-bedroomed dwelling, provision of garden and parking at land south of St Carroc, School Hill, Golant

The Chairman said that the wrap around balcony shown on the original plans has now been omitted as has the balustrade glass and the side access. He said the proposed positioning of the new development on the site remains the same. He said that he has taken full note of the correspondence that Charles Meade-King has had with Cornwall Council regarding this planning application. He said that he thought the plans on Cornwall Council's planning portal are confusing and difficult to interpret due to the lack of measurements delineated on the plans. He said that Charles Meade-King would like conditions imposed on the planning permission regarding sewage disposal and the boundary treatments. He said that Cornwall Council did not consider the proposal to be unduly overbearing at the pre-application stage. Councillor D Jenkinson said that the Applicant has endeavoured to ensure that the proposal is more reasonable for the neighbour. He commented that it seems odd that the parish council do not have an input into the impact the proposal will have on surface water runoff. The Chairman said this matter could be discussed but it should be noted that parish councillors are not experts in drainage matters. Councillor D Pugh-Jones said that she considered the amendments to be an improvement and that she hoped that Cornwall Council will impose the conditions on the planning permission as suggested by Charles Meade-King. It was proposed by Councillor D Jenkinson and seconded by Councillor R Anderson that the application be supported provided Cornwall Council take due regard to Charles Meade King's objections. All Councillors voted in favour of this proposal. The proposal was therefore carried.

5. Matters Arising from the previous meeting

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

Ascertain owner's intentions regarding fence at Whispers (DJ)

The Chairman reported that Councillor D Johns had spoken to the owners of Whispers who have said that the structure will weather with age and that they plan to allow the griselinia shrubs/trees to regrow up and around the sides again and that they also have plan to fit a glass balustrade to replace the temporary wooden structure. It was agreed that no further action would be taken in respect of this matter.

Fit basketball hoop to/ Fit plank see-saw (AVB)

It was noted that Councillor A Van den Broek would action these matters as soon as he is able.

Paint white lines in car park (AVB)

The Chairman said that half of the white lines have now been painted.

Ascertain ROSPA recommendation regarding woodchip in a play area and add woodchip to play ground (AVB/RA)

The Chairman said he had ordered ten bags of play bark as recommended by ROSPA and when it arrives, he will lay the woodchip. It was proposed by Councillor D Pugh-Jones and seconded by Councillor D Jenkinson that Councillor R Anderson be reimbursed in the sum of £105.24 for the play bark. All Councillors voted in favour of this proposal. The proposal was therefore carried.

Check progress on cutting Saints Way and Downs paths, removing fallen trees and cutting Tenny's Lane (SB)

The Chairman reported that Network Rail has still not mended the fence on the lower path and that the zig zag path across the Downs needs strimming.

Undertake repairs to telegraph poles on Village green (SP/AVB)

The Chairman reported that all sixteen telegraph poles have now been replaced. The Chairman thanked Councillors A van den Broek and S Phillis and Ian Laughton.

Ask Oliver Read for a quotation to undertake weeding of the area from the quay to the toilet block and to keep the area clean and tidy on a regular basis and to manicure the human sundial (SB)

The Chairman reported that Oliver Read has now manicured the human sundial and that he will shortly clean and weed the residents car park area for £80. He will also weed and clean from the rowing club to the quay at a date in September at a cost of £80.

Organise a village clean-up day (SP)

The Chairman said that he will liaise with GQUA and propose an extensive clear up in the Autumn as well as working towards a wildlife friendly zone whilst maintaining the primary use of the Pill as a boat mooring area. Councillor D Jenkinson said that it is still useful to ascertain ownership boundaries as when works to the Pill are being undertaken, they carry a level of responsibility.

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

None

6. To receive the Chairman's Communications

The Chairman said that he had received correspondence expressing concerns that the turning and passing areas in Gumms Lane are being obstructed by parked cars. It was agreed that Gumms Lane is private land over which the parish council has no jurisdiction. It was proposed by Councillor R Anderson and seconded by Councillor D Jenkinson that the Chairman reminds parishioners, in his article for the Pill newsletter, that passing and turning areas should not be obstructed as in the event of an emergency, this may lead to response vehicles being delayed or unable to access the scene at all. All Councillors voted in favour of this proposal. The proposal was therefore carried.

The Chairman also said that he had received a complaint regarding the hedge overgrowing the footway at the end of the quay. He said he would cut the hedge. Councillor D Pugh-Jones said that another dustbin is needed at this end of the quay. The Chairman said that the idea of not providing too many bins is to encourage people to take their rubbish home. He also questioned who will empty another bin. It was proposed by Councillor D Pugh-Jones and seconded by Councillor D Jenkinson that the Chairman and Councillor D Pugh-Jones ascertain the cost of a new bin and who will empty it and report to the extra ordinary meeting of the parish council in August. All Councillors voted in favour of this proposal. The proposal was therefore carried.

The Chairman said that he has received a request to use the village green for a pop up film on 5th September 2017 between 8pm and 11pm. He said that he will contact councilors via email regarding this matter.

The Chairman said that it is Red Ensign Day on 3rd September 2017 which is a nationwide campaign to raise awareness of the seafarers who protect the nation. There was limited support for this campaign from the parish council.

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

None.

8. To receive a report from the Clerk

It was noted that the Chairman and Vice Chair will do an Annual Appraisal with the Clerk at a convenient date to be arranged.

9. To receive reports from -

a) Police

The Chairman said that PC Lloyd Paynter reported that an outboard motor was stolen from Penmarlin. Councillor D Jenkinson said that the reduction in the number of PCSO's has had an impact on the number of calls that PC Lloyd Paynter can attend. Councillor D Pugh-Jones said that there are more Police Officers but these are working in more specialized roles and whilst the number of PCSO's is being reduced, there are other personnel who can attend an incident.

b) Cornwall Councillor

The Chairman reported that Cornwall Councillor Dr A Virr supports the parish council's request for a review of the safety of the dangerous junction where the road from Golant meets the B3269.

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

Mrs S Blaxley (June 21st 2017 – 18th July 2017 salary/ expenses) - £361.57

Cornwall Council (Rent for car park) - £166.67

Cornwall Council (Annual rent for toilet) - £1.00

Cormac (Toilet cleaning – June 2107) - £187.67

D Jenkinson (Clearing Upper Downs paths) - £231.00

Torpoint Town Council (Internal Audit Fee) - £85.00

HMRC (PAYE income tax/national insurance) - £59.60

ICO (Registration Fee) - £35.00

It was proposed by Councillor D Jenkinson and seconded by Councillor D Pugh-Jones that all the above orders be authorized for payment. All Councillors voted in favour of this proposal. The proposal was therefore carried.

11. To receive correspondence from:

- a) Cornwall Council

The Chairman said he had received a request from the St Austell Bay Economic Forum to complete a survey. Councillor D Jenkinson said he would complete the survey.

- b) Others

None.

12. Finance Report

To receive a current financial statement of the accounts

The Clerk reported that, this month, no income has been received. She said that she had asked AS Parking to credit the bank account with the money from the car parking machine but this had not been actioned. The Chairman said that he would write to AS parking saying that it is most unacceptable for a professional company to behave in this way and request that the money be credited to the bank account without further delay. The Clerk said the accounts balance at £15,770.10. The Chairman signed the cash book.

13. Golant Car Park

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

The Chairman reported that the car park has been weeded and half of the white lines have been repainted. Councillor D Jenkinson asked if the white lining should be extended to the concrete side of the Pil to encourage sensible parking. Councillor D Pugh-Jones said this would require GQUA support. The Chairman said he would liaise with them. Councillor D Pugh-Jones said there was a digger and a pile of sand in the car park. The Chairman said this would be removed by Friday 28th July 2017. Councillor D Pugh-Jones said that the stainless-steel cover for the toilet roll holder is loose. The Chairman said that he had put a bolt in the centre of the cover. Councillor D Pugh-Jones said the toilet bowl is dirty. It was proposed by Councillor R Anderson and seconded by Councillor D Pugh-Jones that the Chairman purchases a bottle of toilet duck and places it in the public toilet. All Councillors voted in favour of this proposal. The proposal was therefore carried.

14. Village Green

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

Councillor D Pugh-Jones said that the see -saw is very rough and children could get splinters from it. The Chairman said that Councillor A Van den Broek will soon be repairing it.

15. Neighbourhood Plan

To receive and consider matters arising relating to the neighbourhood plan

The Chairman commented that consideration needs to be given in the Neighbourhood Plan to supporting the government's directive on supporting sustainable development.

16. Highways

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

The Chairman said that he had written to Cornwall Council asking for a review of the safety of the dangerous junction where the road from Golant meets the B3269. He said that the accident data he has supplied them with contradicts their data but Cornwall Council will ask a Highway Steward to inspect the junction and he will make recommendations. Councillor D Jenkinson asked when the drains were last cleared. The Chairman said that parishioners could play a part in clearing the drains next to their houses. It was proposed by Councillor D Jenkinson and seconded by Councillor D Pugh-Jones that the Chairman asks Cornwall Council to clear the drains at their earliest convenience. All Councillors voted in favour of this proposal. The proposal was therefore carried.

17. Footpaths and Benches

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

The Chairman reported that the middle footpath on the Downs and the diagonal footpath have been strimmed but that the top path and the zig zag path need strimming. Councillor R Anderson said he would cut these paths. He said that all the trees have been removed from the paths on the Downs. He thanked GQUA, on behalf of the parish council, for installing a new bench on the quay.

18. Community Emergency Plan

To receive and consider matters arising relating to the community

The Chairman said that the response by Cornwall Council, the parish council and the local community to the floods in Coverack was excellent. He said that Stuart Young is recommending that there is a ten-point action plan put in place in the event of a similar incident in Golant. He commented that the skeleton of the Community Emergency Plan is in place. The Chairman said that he would send a copy of the draft framework to Councillors for information.

19. Internal Auditor's Report 2016/17

To receive and consider the internal auditor's report for 2016/17

It was noted that the internal auditor's report had been circulated prior to the meeting. The Chairman detailed actions to be taken in respect of the key recommendations. In terms of the Section 137 expenditure, he explained that this relates to expenditure on items that the parish council does not have statutory money on which to spend money. He said that, so far in this financial year, the only expenditure incurred under Section 137 was £25 donated to the British Legion Poppy Appeal. The Clerk advised that the limit for 2017/18 is £1,445.87. In terms of addressing all invoices to the parish council, it was agreed that this will be done wherever possible. In terms of producing a business continuity plan to prevent service and operational disruption should the Clerk leave, it was agreed that the Clerk would compile a list of all her duties. In addition, the auditor had noted that the war memorial was insured for £24,000 but was not on the fixed asset register. The Clerk advised that she has now added the war memorial to the asset register. In terms of registering with the ICO, the Clerk advised that she had contacted CALC and their advice is that parish councils should be registered with the ICO as they process personal data. She explained that she has completed the registration process and there is a fee of £35 to be paid. In terms of the outstanding PAYE in the sum of £58, the Clerk advised that this has now been paid. Finally, the internal auditor had advised that the parish council may wish to security mark any portable assets. The Chairman said that GQUA would provide the Clerk with a property marking kit to mark the parish council's computer.

20. Standing Orders, Financial Regulations, Asset Register, Financial Risk Assessment and Internal Financial Controls

To adopt the standing orders, financial regulations, asset register, financial risk assessment and internal financial controls for 2017/18

It was proposed by Councillor R Anderson and seconded by Councillor D Pugh-Jones that the standing orders, financial regulations, asset register, financial risk

assessment and internal financial controls for 2017/18 be adopted. All Councillors voted in favour of this proposal. The proposal was therefore carried.

21. Co option

To receive and consider applications for co-option onto the parish council

None

22. Date of Next Meeting

To confirm the date and venue of the next meeting.

The date of the next meeting will be on Tuesday 26th September 2017, commencing at 7:15pm in Golant Village Hall.

An **Extra Ordinary Meeting** will be held on 3rd August 2017 to discuss the planning application by Mr David Johns, Encounter Cornwall, for development of new single storey Outdoor Activity Centre with multi use accommodation, workshops and meeting rooms to replace existing agricultural building at Bloweys Downs Hill, Golant (PA17/06249).

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

ST SAMPSON PARISH COUNCIL MEETING

25th July 2017

ACTION POINTS

<u>Minute Number</u>	<u>Action</u>	<u>By Whom</u>
5	Fit basketball hoop	AVB
5	Paint white lines in car park	AVB
5	Fit plank to see saw	AVB
5	Add play bark to play ground	RA
5	Organise a village clean-up day	SP
5	Check if Network Rail have repaired fence on lower footpath	RA

6	Put item in Pill magazine reminding parishioners not to obstruct turning areas/passing places	RA
6	Cut hedge overhanging footpath at end of quay	RA
6	Research possible new bin for end of quay	RA DPJ
6	Email councilors regarding use of village green for pop up film	RA
8.	Arrange APA for Clerk	RA AVB
11	Complete St Austell Bay Economic Forum Survey	DJ
12	Contact AS parking regarding failure to credit bank account with money from car parking machine	RA
13	Liaise with GQUA regarding white lining concrete area of quay	RA
16	Ask Cornwall Council to clear drains	RA
17	Cut top path and zig zag path	RA
18	Chairman to copy Community Emergency Plan draft framework to Councillors for information.	RA
19	Compile list of duties	SB
19	GQUA to provide Clerk with property marking Kit	RA