

**MINUTES OF THE ST SAMPSON PARISH COUNCIL MEETING HELD VIRTUALLY USING ZOOM ON TUESDAY, 26TH MAY 2020**

**Participants:** Councillors D Jenkinson (Chairman), D Johns, S Phillis, A Van den Broek, M Whell and S Harper.

Sue Blaxley (Clerk to the Parish Council)

**Public Participation**

None

**1. Apologies**

Apologies were received and accepted from Councillor D Pugh-Jones.

**2. To confirm the minutes of the meeting held on Tuesday 28th April 2020**

The minutes of the meeting held electronically on Tuesday 28th April 2020, 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**

Drill grit bin that is full of water – MW

This matter has not yet been actioned and will be carried forward.

Examine lease for Boatwatch hut - DMJ

This matter has not yet been actioned and will be carried forward.

Place hook the back of the door to the toilet - SP

This matter has not yet been actioned and will be carried forward.

Arrange for contractor to fill in potholes on village green and re-seed where necessary - AVB

Councillor A Van den Broek reported that he thought the pot holes were in the car parking area as opposed to the village green. He said that he would inspect the village green to ascertain if there are potholes that need filling and re-

seeding.

Write to FHC regarding orange barriers - DJ

The Chairman said he had actioned this matter but had not had a response from FHC.

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

The Chairman reported that he had written to Peter Edwards regarding the suggestion that GQU provide skips for the removal of the derelict boats in the Pill. He said there are 14 boats in a derelict condition and 8 more which are nearly derelict. The Chairman said that GQU are amending their constitution to make it easier to move derelict boats out of the Pill. He said that they do not object in principle to providing a skip for the derelict boats but this will involve a cost. He said that the parish council could consider contributing to the cost. Councillor D Johns suggested asking GQU to contribute to the cost. Councillor S Harper asked what the cost would be. It was agreed that the cost is unknown. Councillor S Phillis said that he understood that GQU would be writing to the owners of the derelict boats. Councillor D Johns said that if the owners of the derelict boats are invoiced for their removal, this will deter others from allowing their boats to become derelict in situ. Councillor A Van den Broek said that plastic hulled boats are not able to be disposed of by putting them in a skip and that it would be an expensive undertaking. He said that he was unsure as to whether this is how parishioners would want funds spent. Councillor D Jenkinson commented that the derelict boats are not a comfortable vision for the village. Councillor S Phillis said that it is unsightly but the cost of their removal needs to be known as well as the legal implications involved in invoicing the owners of the derelict boats for their removal. It was agreed that the approximate cost involved needs to be known. Councillor D Jenkinson said that he would seek clarification from Peter Edwards.

**5. To receive the Chairman's Communications**

None

**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**

The Chairman said that each update from the Police (and especially in relation to Corona Virus legislation and enforcement issues), is being shared via “Maurie Mail”.

### **b) Cornwall Councillor**

The Chairman said that the parish council is being regularly provided with the very latest updates on the Corona Virus policies and procedures from Cornwall Council and that Cornwall Councillor Andy Virr is now also receiving “Maurie Mail.” He said that Cornwall Councillor A Virr has informed the parish council that there is an intention for Network Rail to close the bottom road next to the railway from 2pm on 20<sup>th</sup> June 2020 until 9am on 22<sup>nd</sup> June 2020 in order to repair a broken rail.

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

Mrs S Blaxley (22<sup>nd</sup> April 2020 – 18<sup>th</sup> May 2020) - £446.68

South West Water (Water for toilets 1/4/20 – 30/4/20) - £12.78

Cornwall Pension Fund (Pension Contributions – May 2020) - £73.61

Fowey Harbour Commissioners (Electricity for Boatwatch Hut January 2020 – April 2020) - £43.34

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

## **10. Finance Report**

### **To receive a current financial statement of the accounts and to review income and expenditure against budget**

The Clerk reported that, since her last report, income of £1,894.63 has been received from Cornwall Council as the first half of the precept and £30 for a car parking permit. She said the accounts balance at £16,897.66. She explained that she has circulated an analysis of receipts and payments for the financial year ending 31<sup>st</sup> March 2020 to all councillors. She said that these figures would be transferred onto the Accounting Statement for submission to the external auditor. She said that before this can be done, the accounts need to be audited by the internal auditor and approved by the parish council along with the Annual Governance Statement. She said that she was arranging the internal audit. Councillor M Whell asked if the CIL payment had been received. The Clerk said that it had not yet been received. Councillor D Jenkinson said that the CIL payment relates to the increase in square footage as a result of any major new

development. He said that the CIL payment for the Cormorant Hotel site and the Water Lane development will be between £3,000 and £4,000. He said this would have been more if the NDP was in place. The Chairman said that he would ask councillors to identify items they would like to spend money on. Councillor S Harper said that parishioners identified these as part of the consultation process for the NDP. She said that one area identified was a clean-up of the end of the Pill. The Chairman said that the internal auditor had commented that the reserves held were too high compared to the precept. Councillor D Johns said that one option would be to reduce the precept. The Chairman said that the money over and above the amount suggested by the auditor as adequate reserves, should be ringfenced, for those projects being discussed. It was agreed that the Clerk would look at the spending plan which was drafted by the previous Chairman to ascertain the parish council's progress in this respect.

### **11. Cormorant Hotel Site**

#### **To receive and consider matters arising relating to the Cormorant Hotel site**

The Chairman said that he had received a complaint that the drainage channel and well in Tinneys Lane has been blocked as a result of the Water Lane development. He said that the developers had cleared the lane and the well and no work was now taking place above the channel and the well. Councillor D Johns said that the stonework has collapsed around the well. The Chairman said that he will ask the developer to reinstate this stonework. The Chairman also said that a parishioner has raised concerns about trade vehicles parking in Water Lane. The Chairman said that he had forwarded the concerns on to the developer but it is not within the parish council's remit to stop this from happening. He said that work on the Cormorant Hotel site has stopped until September. Councillor S Phillis said that he thought Cornwall Council had stopped the developer working on the site due to a dispute over boundaries? The developer confirmed that the development in Water Lane is due to be completed in July.

### **12. Devolving Assets from Cornwall Council**

#### **To receive and consider matters arising relating to the devolution of assets from Cornwall Council**

No update has been received.

### **13. Golant Car Park and Toilets**

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

The Chairman said that, following Government Guidelines and in order to avoid any potential risk to health, the toilet block had been temporarily locked. He said

that Councillor D Johns has asked if the toilet should now re-open. The Chairman said that he had been advised by Public Health at Cornwall Council that public toilets were on the list of exceptions during lockdown. He said that Cormac will clean them again if they are instructed to do so. It was proposed by Councillor D Johns and seconded by Councillor S Phillis that the public toilet be re-opened as soon as possible and that Cormac be asked to clean it again and to ensure that the toilet is cleaned before the public use it for the first time. All Councillors voted in favour of this proposal. The proposal was therefore carried. It was agreed that the Clerk would arrange for the cleaning to begin and that Councillor A van den Broek would arrange for the toilet to be unlocked and for the "closed" sign to be removed. It was agreed that no additional signage is required. The Clerk said that Cormac will be invoicing the parish council for half of the cost of the cleaning of the toilet during lockdown when the toilet was closed, in line with CC policy.

#### **14. Village Green**

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

The Chairman said that GHM have resumed cutting the grass on the village green. He said that Councillor D Pugh-Jones asked if the parish council could ask them to be careful with the strimming around the fence and playground equipment which is getting damaged and is partly responsible for the wood at the bases starting to rot.

#### **15. Neighbourhood Plan**

##### **To receive and consider any matters arising relating to the Neighbourhood Plan**

Councillor S Harper said that she is compiling the 16-page consultation document to accompany the NDP. It was proposed by Councillor S Harper and seconded by Councillor D Johns that the final draft of the NDP be submitted to Cornwall Council. All Councillors voted in favour of this proposal. The proposal was therefore carried. Councillor S Harper said that she does not intend, initially, to submit some of the documents requested by Cornwall Council as part of the consultation document unless pressed to supply them, as they seem to offer little extra value.

#### **16. Highways**

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

Councillor S Harper said that Church Lane is covered in potholes. The Chairman said that parishioners need to report them on the Cornwall Council website using the pothole identification page. He said that works of this nature may be delayed

due to Covid 19. The Chairman said that he would email the highways department and ask them when the filling of potholes will resume.

### **17. Footpaths and Benches**

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

The Chairman reported that a parishioner has asked if Tinneys Lane could be strimmed. It was noted that the work has now been done along with the strimming of the Down's Hill paths. The Chairman said that he had also been asked by a parishioner if the trees and bushes next to the two seats on the Saints Way path could be cut back. It was noted that there are beautiful views from the benches on the top path. Councillor A Van den Broek said that the seats are in a very poor state of repair. Councillor D Johns said there are approximately 10 seats along this path. Councillor M Whell said that the trees in question are very small so should be cut back. Councillor S Phillis said that he would have a look at the vegetation in question. It was noted that Cornwall Council's Highways department cut this path annually. The Council may need to examine the seats from a Health and Safety point of view and possibly remove those that are not reliable. Once removed, there may be opportunities for possibly siting "memorial" benches, as and when required.

### **18. Corona Virus**

#### **To receive and consider any matters arising relating to the corona virus pandemic**

On behalf of the parish council, the Chairman thanked Maurice Parsons for his role as the Covid 19 co-ordinator, and Robin Anderson for collecting parishioners' medication, Nick Budd for hosting weekly quiz and bingo and to all the volunteers helping parishioners. He said that all credit must go to those people who are ensuring that the parish continues to operate during these difficult times. But he said that everyone must guard against complacency.

### **19. Date of next meeting**

#### **To confirm the date and venue of the next meeting on Tuesday 23rd June 2020**

The next meeting of the parish council will be a virtual meeting held using Zoom and will take place on Tuesday 23rd June 2020 commencing at 7:15pm.

**ST SAMPSON PARISH COUNCIL MEETING**

**26th May 2020**

**ACTION POINTS**

<b><u>Minute Number</u></b>	<b><u>Action</u></b>	<b><u>By Whom</u></b>
4	Drill grit bin that is full of water	MW
4	Examine lease for Boatwatch hut	DMJ
4	Place hook on back of the door to the toilet	SP
4	Inspect village green for potholes and re-seed where necessary	AVB
4	Seek clarification from GQU regarding the approximate cost of removing derelict boats from the Pill	DJ
10	Examine spending plan to ascertain the parish council's progress	SB
11	Ask developer to reinstate stonework around Tinney's Lane well	DJ
16	Email Cornwall Council highways department and ask them when the filling of potholes will resume	DJ
17	Ascertain works needed to trim vegetation next to the two seats on Saints Way path	SP