

## **MINUTES OF THE ST SAMPSON PARISH COUNCIL MEETING HELD VIRTUALLY USING ZOOM ON TUESDAY, 27TH OCTOBER 2020**

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

John Varco, Julie Phelps

Sue Blaxley (Clerk to the Parish Council)

### **Public Participation**

Julie Phelps explained that she is one of the new owners of Encounter Cornwall. She thanked everyone for the support she has received so far. She said there are challenges to be faced regarding parking in the village, especially during the summer months. She explained that her business partners live at Torfrey and they plan to offer a package whereby their customers can park on land at Torfrey and walk down the hill to the river for their canoeing, kayaking and paddle boarding activities. She said that for the “socials” of which there are two groups of five on a weekly basis, car sharing will be encouraged. She explained that they were also investigating the possibility of creating two allocated parking spaces outside the boatshed which would mean that they would be able to relinquish two parking permits back to the parish council. The Chairman said that parking in the village has been somewhat of a nightmare this summer with travelling in separate cars having to take place due to Covid 19, developers vehicles, summer visitors and the two successful businesses, all adding to the total volume of cars.

### **1. Apologies**

Apologies were received and accepted from Councillor S Harper.

### **2. To confirm the minutes of the meeting held on Tuesday 25th August 2020**

The minutes of the meeting held virtually using Zoom on Tuesday 22nd September 2020, having previously been circulated, were agreed as an accurate record subject to an amendment to minute 5, line 20 changing “Councillor A Van den Broek said there is a need to manage woodland” to “Councillor A van den Broek said that woodland does not have to be managed”.

The previous minutes quoted Christopher Retallack as having fields above Penquite Wood. This was amended to ...fields between Bellsat and Penquite Stables.

### **3. Declaration of interest in items on the agenda**

None

#### **4. Planning Applications**

**To receive and consider the following planning applications:**

**PA20/07643 – Single storey extension to provide a relatives annexe at Higher Leyonne Farm, Golant**

The Chairman commented that the proposed extension will be on the elevation furthest from the road so will not be visible. He said that the extension will be an appropriate addition to the host property. It was proposed by Councillor D Jenkinson and seconded by Councillor D Johns that the application be supported. All Councillors voted in favour of the proposal. The proposal was therefore carried.

**PA20/07492 – Replacement of existing concrete garage and associated landscaping and new parking surface at Riverside, Tanhay Lane, Golant**

The Chairman said that the proposed development will be a suitable improvement to the dwelling. It was proposed by Councillor D Jenkinson and seconded by Councillor D Johns that the application be supported. All Councillors voted in favour of the proposal. The proposal was therefore carried.

**PA20/08187 and PA20/08188 - Replacement extension of kitchen at Orchard Cottage, Water Lane, Golant**

The Chairman said that the proposal is for a modern extension to a Grade II listed building. Councillor A Van den Broek explained that the only part of the building that is listed is the roof elevation facing the village hall. Councillor D Johns said that the proposal is to replace the existing extension with one that is more visually pleasing. It was proposed by Councillor D Jenkinson and seconded by Councillor S Phillis that the application be supported. All Councillors voted in favour of the 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**

**Examine lease for Boatwatch hut - DMJ**

Councillor D Johns said that the Boatwatch hut is owned by Network Rail and leased to the Harbour Office. He said there is an informal agreement between the Harbour Office and Boatwatch that the latter can use the hut. He said that the hut is only supposed to be being used for controlling moorings on the river so its current use could be queried. Also, he said that the lease should not be assigned and it is. Councillor D Johns said that it would be useful to clarify the matter. He said it is a village asset as it powers the car parking machine. It was agreed that it would

make sense to see if ownership might transfer to the village? The Chairman would speak to the Harbourmaster in the first instance and then contact Network Rail.

Ask Ollie Reed to clear turning circle of leaves and cut the vegetation covering the No Parking sign and along the car park – AVB

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

Forward remaining emails received regarding Penquite Woods to Councillor David Johns - DJ

The Chairman explained that there are approximately 180 emails on this subject and he has forwarded some of them to Councillor D Johns which summarise the contents of those emails.

Express interest to Cornwall Council in obtaining the gallery – DJ

The Chairman said that he has actioned this matter and Cornwall Council responded by asking if the parish council has a commercial interest in making a bid for the gallery or whether the parish council is content to wait for it to become part of the devolved asset procedure. Councillor D Jenkinson said that the parish council does not want to be the commercial driver at this stage. Councillor D Johns said that someone with a commercial interest could express that interest without the knowledge of the parish council. It was agreed that Councillor D Jenkinson would respond to Cornwall Council expressing a greater interest and asking them to inform the parish council if other parties were to express a commercial interest.

Ascertain if AS Parking is operational - DJ

Councillor D Jenkinson said that AS Parking is operational. He said that the parish council must not put notices on vehicles reminding people to pay to park, as this takes away the duties of AS Parking and if this occurs, they will have to withdraw their services. AS Parking also noted that to comply with their Covid rules, they no longer affix parking fee notices to vehicles, but do so via the post.

Ask Cornwall Council to cut vegetation in Church Hill – DJ

Councillor D Jenkinson said that he had asked Cornwall Council to action this matter and also to dig out the soil along Church Lane. However, he said that he has not received a specific response to this matter. Councillor M Whell said that he would assist with this if it was pointed out where the work was required. The Chairman said that he had also asked Cornwall Council about the use of “no parking” traffic cones. Cornwall Council said these have to be requested for use by the developer, as part of a traffic management plan for the Development. The developer has been duly informed.

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

The Chairman reported that he had circulated a report to all Councillors following his meeting at Penquite Wood. He said that the conclusion was that the wood is being properly managed and in line with the Management Plan. He said that John Varco has invited him to return in 6 months' time to undertake a further inspection. Councillor D Jenkinson said that the management plan for the woodland and the site visit report are to be found on the parish council's website.

## **6. To receive the Chairman's Communications**

The Chairman reported that he had received an email from the new owner of 1 St Sampson's Terrace who will be moving into the property on 10<sup>th</sup> November 2020 and wanted to know how best to alert residents and how the removal process can be facilitated. It was agreed that the times of the tide need to be checked as does the width of the removals lorry to ensure it can drive down Water Lane. In addition, it was suggested that the removal lorry could park in front of the pub or in the layby by the church and it may be a good idea to take the contents of the big lorry to the house using a smaller van. The Chairman said he would email the owner accordingly. And point out how to contact Maurie, so that a general email can be issued to the village. However, the road cannot be blocked from service or emergency vehicles.

The Chairman said that he had received notification that Boatwatch will be investing in CCTV.

He said that the Boatwatch hut requires urgent maintenance at a cost more than their proceeds will allow and they are to seek a donation. It was agreed that this matter would be discussed at the next meeting of the parish council.

## **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**

None

### **b) Cornwall Councillor**

The Chairman reported that he had received an email from Cornwall Councillor A Virr advising of an intention to close the level crossing on a temporary basis on 15<sup>th</sup> November 2020 from 6am until 4pm. Councillor D Johns said that the crossing will remain open for pedestrian traffic. The Chairman said that he would contact

Cornwall Council/network rail to confirm that the level crossing will be closed on this date.

#### **10. To authorise the signing of orders for payment, including –**

Mrs S Blaxley (16<sup>th</sup> September 2020 – 20<sup>th</sup> October 2020) - £428.68  
Cornwall Council (Rent for Car Park – October 2020) - £166.67  
Cornwall Pension Fund (Pension Contributions – October 2020) - £73.92  
Cormac Solutions Ltd (Toilet cleaning – June, July and August 2020) - £522.70  
Cormac Solutions Ltd (Toilet cleaning – September 2020) - £209.17  
South West Water (Water for Toilets – September 2020) - £42.98

The Chairman said that a parishioner has questioned why the cost of cleaning the toilet in September was more than the average cost of cleaning the toilet in the previous 3 months. He explained that the cost of cleaning the toilet each month for a daily clean is approximately £209.00/month. However, in June 2020, the parish council was only charged half of that cleaning cost in accordance with Cormac's policy of half charges during toilet closures due to Covid 19. It was proposed by Councillor D Johns and seconded by Councillor M Whell that all the above orders be authorized for payment. All Councillors voted in favour of this proposal. The proposal was therefore carried. The Chairman also said that the toilet has been sprayed with a waterless air borne spray that kills all viruses for up to one month on any surface. He said this has been done three times at an approximate cost of £50 per application.

#### **11. 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 has been received in the sum of £1,894.62 from Cornwall Council as the second half of the precept and £110.02 from Cornwall Council as the annual public rights of way grant. She said the accounts balance at £26,437.94. It was agreed that sums of money should be allocated to ring fenced reserves, which will be proposed at the next meeting.

#### **12. Cormorant Hotel Site**

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

The Chairman said that he had received two emails from parishioners who are concerned about the mud emanating from the track to the Cormorant Hotel site and coming down onto the road. He said the contractors do employ someone to sweep the mud away on a regular basis and a motorised street cleaner is used on a weekly basis. He said that the developer is aware of the issues but given the slope of the track and the wet weather, they consider that spraying vehicle wheels at the top of the track will make the water and mud runoff onto the road even worse. It was noted that when the road is built (which will probably be by Christmas), the problem of mud and water will be improved. It was agreed that the developer is making an effort although it was agreed that more frequent use of the motorised street cleaner and

using it to clean the road at the end of the working day (and certainly before a weekend) may be a way forward. The Chairman explained that he and Councillor A Van den Broek had met the developer and Arboriculturist on site regarding the proposed felling of some trees on the site. He explained that the Arboriculturist had agreed that the oak tree was unsafe and this would only worsen in time, so the tree could be felled provided it is replaced with apple trees. It is believed that the cliff (below the oak tree) was undercut at the time the hotel built the swimming pool. In addition, it was agreed that six ash trees have to be felled due to ash dieback and these will be replaced with sessile oak.

The Chairman said that he has also received an email which says that the sales particulars for the new houses will have access to superfast fibre broadband. He said that he has been asked if anyone in the village can link into this new fibre cable. He said that the developer will ask BT if this can happen and he will also inform Maurie Parsons of their comments as he is also coordinating the Government project for superfast fibre broadband into the village. Councillor A Van den Broek said there was some concern about the water pressure in the houses above the development site. Councillor S Phillis explained that S W Water have tested the water pressure and do not consider there will be a problem. But critically the concern has been noted and is on file for future reference.

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

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

The Chairman reported that there is no further update regarding this matter at this time.

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

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

Councillor A Van den Broek said that he had re-filled the hand sanitiser dispenser. Councillor D Pugh-Jones said that the Wallgate machine has an intermittent fault. It was agreed that the Clerk would ask Cormac to repair the machine.

### **15. Village Green**

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

Councillor D Pugh-Jones suggested that a sign should be erected by the play equipment advising everyone that the equipment is not cleaned and that hand sanitiser should be used. The Chairman said that he had previously erected a sign. So another sign is needed. The Chairman said that Jo Cocker and Gillian propose to lead the playground refurbishment project. He said that the parish council will agree a brief for the project with them. Councillor D Pugh Jones said there is a considerable amount of grant funding available for children's play equipment. David Johns suggested that maybe a proposed level of spend might be established. But it

was felt better at this stage to remove any constraints on the project until it is bought before the council.

#### **16. Neighbourhood Plan**

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

The Chairman reported that there is no further update regarding this matter at this time.

#### **17. Highways**

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

Councillor D Pugh-Jones said that the 20mph signs have been installed as has the Children at Play sign although the double yellow lines outside St Sampson's Terrace have not, as yet, been extended.

#### **18. Footpaths and Benches**

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

None

#### **19. Corona Virus**

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

The Chairman reported that Colonel Bolitho had written a letter of thanks to Maurie Parsons for his Covid 19 co-ordination duties. Grateful thanks were expressed to Maurie Parsons from the Parish Council too.

#### **20. Date of next meeting**

**To confirm the date and venue of the next meeting on Tuesday 24<sup>th</sup> November 2020**

The next meeting of the parish council will be a virtual meeting held using Zoom and will take place on Tuesday 24<sup>th</sup> November 2020 commencing at 7:15pm. The link will be on the Homepage of the Parish Council web site.

**ST SAMPSON PARISH COUNCIL MEETING**

**27th October 2020**

**ACTION POINTS**

<b><u>Minute Number</u></b>	<b><u>Action</u></b>	<b><u>By Whom</u></b>
5	Contact Harbourmaster and Network Rail about lease for Boatwatch hut	DJ
5	Ask Ollie Reed to clear turning circle of leaves and cut the vegetation covering the No Parking sign and along the car park	AVB
5	Respond to Cornwall Council expressing a greater interest in the gallery and asking them to inform the parish council if other parties express a commercial interest	DJ
5	Dig out soil in Church Hill	MW
6	Email new owner of 1 St Sampson's Terrace as to how to facilitate removals process	DJ
9	Contact Cornwall Council and confirm level crossing will be closed on 15 <sup>th</sup> November 2020	DJ
14	Ask Cormac to repair Wallgate machine	SB