

MINUTES OF THE ST SAMPSON PARISH COUNCIL MEETING HELD VIRTUALLY USING ZOOM ON TUESDAY, 24TH NOVEMBER 2020

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

Sue Blaxley (Clerk to the Parish Council)

Public Participation

None

1. Apologies

None

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 27th October 2020, having previously been circulated, were agreed as an accurate record.

3. Declaration of interest in items on the agenda

Councillors D Jenkinson and A Van den Broek declared an interest in item 11 on the agenda.

4. Matters Arising from the previous meeting

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

Contact Harbourmaster and Network Rail about lease for Boatwatch hut - DJ

The Chair reported that he had asked Paul Thomas for his views on whether the parish council should seek ownership of the Boatwatch hut from Network Rail. He responded saying that the Fowey Harbour Commissioners are happy to join the parish council in their efforts to seek the transfer of the ownership of the Boatwatch hut to the parish council. He also said that the Fowey Harbour Commissioners had agreed to award Golant Boatwatch £500 towards the upgrade of the hut. The Chair also confirmed that the pontoon by Sawmills (which had been queried in a previous meeting) is owned by the Sawmills.

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

Councillor A Van den Broek said that he had actioned this matter and the work will be undertaken next month. The Chair suggested that Ollie Reed be asked to clear the weeds by the toilet block.

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

This matter is discussed under item 13 on the agenda.

Dig out soil in Church Hill – MW

The Charman said that he has written to Rachel Tatlow and asked if Cormac will undertake these works. Councillor M Whell said that he had moved the salt bin (as requested) closer to the hedge and has carried out some of the work in the 'passing place'.

Email new owner of 1 St Sampson's Terrace as to how to facilitate removals process – DJ

The Chair said that this matter has been actioned.

Contact Cornwall Council and confirm level crossing will be closed on 15th November 2020 – DJ

The Chair said that this matter has been actioned.

Ask Cormac to repair Wallgate machine – SB

It was reported that Cormac have inspected the machine in the toilet block and the machine needs new parts. Councillor A Van den Broek said that he could use the parts from the machines in the other toilets if he knew which parts were broken. It was agreed that the Clerk would follow this matter up with Cormac.

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

None

5. To receive the Chairman's Communications

The Chairman reported that he had received a telephone call expressing concern that the Cormorant Hotel development site would interfere with the spring water that goes into the brick-built reservoir that feeds the Boathouse. The Chairman said that he had emailed the developer to make him aware of this concern.

The Chairman said that he had distributed a copy of an "owl survey" that relates to Penquite woods and Penpol creek to all councillors.

The Chairman reported that he had received an email from the Landlord of the Fishermans, concerned that the sign for the Cormorant Hotel has been removed at the junction of the road with the B393 and replaced with the advertisement for the new houses on the site. He said that he had hoped to make use of the Cormorant Hotel sign and that he wanted to display a sign in that location advertising the pub.

The chairman reported that he had visited the site and recognised that there was space for all of the current signs (including the existing pub sign) and that the developer was probably unaware of any informal arrangement that may have existed. The signs erected by the developer had been given permission by the landowner.

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

None

b) Cornwall Councillor

None

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

Mrs S Blaxley (21st October 2020 – 16th November 2020) - £478.55
Cornwall Council (Rent for Car Park – November 2020) - £166.67
Cornwall Pension Fund (Pension Contributions – November 2020) - £80.58
Cormac Solutions (Toilet Cleaning – October 2020) - £183.64
South West Water (Water for Toilets) - £39.38
Western Web (Additional Website Page) - £36.00
Golant Village Hall (Room Hire) - £40.00

It was proposed by Councillor D Johns 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.

10. Finance Report

To consider the reserves to be ringfenced

The Chair explained that the bank balance is currently £25,000 although it was noted that the car park income has not yet been received for this financial year. He said that it is good practice to have a bank balance of up to three times the annual precept which would be approximately £11,000. He said that any money over and above that figure should be ringfenced for identifiable projects aimed at improving the parish for all. It was proposed by Councillor A Van den Broek and seconded by Councillor M Whell that the following reserves be ringfenced: £1,500 legal fees (for

when the toilet and car park are devolved), £8,000 for new play equipment, £5,000 for the toilet building and car park and £1,500 for re-surfacing the entrance to the village green car park. These figures are not absolutes but merely a rough estimate of likely costs for when they materialize in the future and will almost certainly change over time. All Councillors voted in favour of this proposal. The proposal was therefore carried.

To consider the precept for 2021/22

It was noted that the Clerk had circulated detailed figures prior to the meeting which showed income and expenditure at 31st March 2020 and for the seven months to 1st November 2020. From these figures, it was clear that, on a year to year basis, income and expenditure are on par.

The Chair said that if the parish council chooses not to set a precept, it would be a backwards move in terms of funding. As income and expenditure throughout the year are on a par, it was agreed that there was not a justification for increasing the precept for 2021/22 and that, in any case, an inflationary increase would only amount to a few pounds. It was proposed by Councillor D Johns and seconded by Councillor D Pugh-Jones that the precept remains the same for 2021/22 at £3758.30. All Councillors voted in favour of the proposal. The proposal was therefore carried.

Councillors A Van den Broek and D Jenkinson, having previously declared an interest, left the meeting during discussion of the following item

11. Boatwatch Hut

To consider making a financial contribution towards the repair of the Boatwatch Hut

It was noted that an email by Golant Boatowners Association had been circulated to all councillors prior to the meeting which contained a request for a donation of £500 from the parish council to assist with essential maintenance work to the Boatwatch Hut. It was noted that Councillor S Phillis had emailed a response saying that he thought that ownership of the hut should be acquired from Network Rail in the first instance. Councillor D Johns said that acquisition might be easier if it is in a good state of repair. Councillor S Harper said that if the works are not carried out soon, the hut will fall into disrepair and the parish will lose the facility. Councillor D Johns said that he noted that the walls and roof need maintenance and queried whether the floor does too. Councillor D Pugh-Jones said that the hut provides the electricity for the parking meter and that it would be a problem if the electrics got wet and the car park machine did not function. Councillor M Whell said that the facility should be supported. It was proposed by Councillor D Johns and seconded by Councillor S Harper that a donation of £500 be made to assist with the repairs to the Boatwatch hut. All Councillors voted in favour of the proposal. The proposal was therefore carried.

Councillors A Van den Broek and D Jenkinson returned to the meeting.

12. Cormorant Hotel Site

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

The Chairman said that the road sweeper will be cleaning the highway near the bottom of the track to the site on Friday 27th November 2020 as well as the road by the nursery. He said that the developer had dug a drain at the top of the track which has helped stem the flow of water emanating from the Cormorant Hotel site and coming down onto the road. He said the contractors also employ someone to sweep the mud away on a daily basis. He said that as the road to the site is being rebuilt, a soakaway will be installed at the bottom of the track to assist with the water runoff onto the road. It has been a difficult month with the wet weather, creating a lot of muddy debris on the road for which the developer had apologised. On a separate note, he said that Openreach will be installing superfast fibre broadband into the new houses on the site but having asked Openreach if this facility could be made available to anyone and/or everyone in the village, it had been explained that Openreach are required to achieve an equitable balance and as this couldn't be achieved in the village, then alternative schemes needed to be explored, like the one currently being investigated within the Government scheme for rural areas. Councillor D Johns said that one of the new properties on the site is being advertised with the option to purchase 2.6 acres of adjoining land on the other side of the footpath.

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 the devolution of the toilets and car park. He said that the Property Department at Cornwall Council has said that the gallery is a commercial asset and as such will be advertised on the open market if it is to be disposed of. It will not be part of the devolution package.

14. Golant Car Park and Toilets

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

The Chairman said that he has received an email from Tasha Davis saying that the parking tickets issued from the car parking machine refer to Cornwall Council which needs to be amended. He said this is a matter for the car park machine manufacturer and he will contact them accordingly. Councillor D Johns said that many modern car parking machines are now contactless. Councillor D Pugh-Jones said that the car parking machine is out of date and that for some parking periods, two tickets have to be purchased. It was noted that AS Parking has not deposited the car park income into the parish council's bank account for this season yet. The Chairman said that he would email AS Parking and ask them to deposit the funds as soon as possible. He 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 so far. It was proposed by Councillor D Jenkinson and seconded

by Councillor D Pugh-Jones that this continues to be done each month until further notice. All Councillors voted in favour of the proposal. The proposal was therefore carried. Councillor A Van den Broek commented that the hand sanitiser is not being used so much. However, it was agreed that the use of the waterless air borne spray would ensure that the public toilet building is as safe an environment as it can be for all users.

15. Village Green

To consider re-tarmacing the entrance to the parking area by the village green

The Chairman said that the surface between the entrance to the village green and Mr and Mrs Laughton's garage is uneven and unsafe and represent a hazard. Some discussion took place about the options for a new surface including tarmac, concrete and/or gravel. It was agreed that Councillor D Jenkinson would obtain quotations for the provision of different surfaces for this location.

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

The Chairman said that an initial plan has been produced for the provision of an updated playground, given that the existing equipment is steadily falling into disrepair. The plan had been shared with the councillors in advance of the meeting. Councillor D Pugh-Jones suggested that setting a budget first would be a good idea. The Chairman said that it would be preferable to design the ideal playground as a starting point, obtain estimates for the cost and then proceed to work out how the money would be obtained, or modify the design as appropriate. Councillor S Harper said that ongoing maintenance costs need to be considered in the project as they have a bearing on future council expenditure. Councillor D Pugh-Jones said the design and expenditure on the play equipment must reflect its usage. Councillor D Johns said that the project must be appropriate to the village, especially as we have an abundance of natural play areas. Councillor D Jenkinson said that children would be able to play safely in a new playground watched by their parents/carers while they use the local businesses such as the pub. Councillor S Harper said that the slide should be removed as it is no longer fit for purpose. The Chairman said that he would feedback all of the points raised, to the new Project leaders Gillian Murphy and Joe Cocker.

16. Neighbourhood Plan

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

Councillor S Harper said that all the documents relating to the NDP are on the website under their new NDP heading. She thanked the Clerk for her assistance in this matter. She also thanked Cornwall Council who have been very supportive in her efforts with the NDP. She explained that before the legal review can take place, further consultations need to be undertaken including mobile phone companies, adjoining parishes and Royal Cornwall Hospital. She said the deadline for comments on these is 4th January 2021. She said that Cornwall Council will also undertake a 6-week consultation with parishioners to check that they are happy with

the NDP. In addition, the examiner will ascertain if enough evidence has been submitted. She said that she anticipates that the referendum will take place in March 2021. She said that the NDP does not give legal protection to the parish until after the referendum. The Chair thanked Councillor S Harper for all her hard work with the NDP.

17. Highways

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

The Chairman said that he had not received notification of the traffic lights system at the top of Water Lane past Torfrey House where Cormac are undertaking some works to repair the wall. So, he had no detail available to share with councillors but would contact Highways to ask them for an update.

18. Footpaths and Benches

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

The Chairman said that he had received an email from a parishioner regarding the need to repair the bridge and steps at Golant Downs. He said that Cormac had repaired the bridge and re-modelled the steps. He also said that a parishioner has suggested putting a bridge across the stream that is up from the Sawmills on the path that joins the Saints Way. Councillor D Johns said there are a few steppingstones across the stream and it is never more than 1 foot deep. He said there is also a crossing point made of tree trunks in this location and didn't see the need for a bridge. Councillor Johns also stated that even after the repair, there was a need to carry out further work to the initial bridge crossing, because on one side there is a significant drop where there should be steps. The individual Council official responsible for Public Rights of Way had already been contacted by the Chairman, to ask about the possibility of a bridge over the stream and a reply is awaited.

19. Corona Virus

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

The Chairman reported that the advice from CALC (Cornwall Association of Local Councils) is that parish council meetings should continue to be conducted "virtually" on ZOOM until further notice.

20. Date of next meeting

To confirm the date and venue of the next meeting on Tuesday 26th January 2021

Traditionally, the council do not meet in December unless required to examine any planning applications or other urgent matters. Therefore the next meeting of the parish council will be a virtual meeting held using Zoom and will take place on Tuesday 26th January 2021 commencing at 7:15pm.
The link will be on the Homepage of the Parish Council web site.

The meeting finished at 8:40pm.

ST SAMPSON PARISH COUNCIL MEETING

24th November 2020

ACTION POINTS

<u>Minute Number</u>	<u>Action</u>	<u>By Whom</u>
4	Ascertain from Cormac which parts need replacing in the Wallgate machine	SB
14	Contact car parking machine manufacturers and ask for Cornwall Council to be removed from the tickets	DJ
14	Email AS Parking and request car parking income to be paid into bank account	DJ
15	Obtain quotations for the provision of different surface finishes at entrance to village green	DJ