

**MINUTES OF THE ST SAMPSON PARISH COUNCIL MEETING HELD
ON MONDAY 25th NOVEMBER 2024 AT 7:15PM IN GOLANT
VILLAGE HALL, GOLANT**

Present: Councillors D Jenkinson, (Chairman), D Johns, C Taylor, A Van den Broek, D Pugh-Jones and D Bonsall.

Paul Meredith
Sue Blaxley (Parish Clerk)

The Chairman opened the meeting at 7:15pm.

Public Participation

Paul Meredith circulated some information for councillors regarding the status of Village Greens.

1. Apologies

Apologies were received and accepted from Councillor M Whell.

2. To confirm the minutes of the meeting held on Monday 21st October 2024

The minutes of the meeting held on Monday 21st October 2024, having previously been circulated, were agreed as an accurate record.

3. Declaration of interest in items on the agenda

Councillors D Jenkinson and C Taylor declared an interest in item 4 on the agenda.

Councillors D Jenkinson and C Taylor, having previously declared an interest, left the meeting during discussion of the following item.

4. Planning

To receive and consider the following planning application:

PA24/08542 - Proposed change of use of silo to ancillary use to Bar Silo (kitchen and rest facility for musicians) and small terrace, removal of 7no. existing turkey arks, construction of 3no. glamping

Pods (sleeping space only) and construction of associated facilities building at South Torfrey Farm, Golant

Councillor A Van den Broek took the Chair. Councillor D Johns said that there is an existing silo on the site which it is proposed to make taller. It was noted that there are no objections from the residents of the neighbouring dwellings on the planning portal. It was agreed that the proposed development will not result in a significant increase in traffic to the site. It was proposed by Councillor A Van den Broek and seconded by Councillor D Johns that the application be supported. All councillors voted in favour of the proposal. The proposal was therefore carried.

Councillors D Jenkinson and C Taylor returned to the meeting.

4. Matters Arising from the previous meeting

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

- Councillor A Van den Broek reported that he has purchased the metal for the goal hooks and has ordered a hydraulic gate closer for the gate in the playground.
- The Clerk said she is progressing the change of address for the Village Green with Land Registry. She said that Land Registry has written to the owners of Crosstrees regarding the application and that she has responded explaining that the current owners of that property have no connection with the Parish Council. To date, Land Registry has not responded.
- Councillor A Van den Broek said that he has yet to fill the potholes on the Village Green car park.
- It was noted that an audit of the number of benches has not yet been undertaken

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

None

6. To receive the Chairman's Communications

The Chairman emailed the following communications in advance of the meeting:

1. Email received from Highways confirming that Church Hill is "on

the list” but is unlikely to be a priority in the next financial year.
Residents are invited to report as normal: *Report a problem with road or pavement-Cornwall Council*

2. Email received with draft end of year balances.
3. Email of thanks from Countryside Officer.
4. Email re: calculations on future inflationary costs and how they might have a bearing on the budget calculations.
5. Email from Flowbird about the ticket machine being 0.0.0 (out of order)
6. Follow up email confirming machine working ok. (paper out)
7. Field service report from Flowbird, confirming engineers time and zero cost charge.
8. Receipt of draft report on works required to upgrade the public toilet in the village.
9. Email from a resident who had difficulty parking in the village green car park, possibly because of a camper van/bus being in situ with a live a board?
10. Suggestion received from a resident that any “non resident” (and holiday let) who has historically obtained a village green permit, should be asked to pay for a permit in the main PAYG (Pay As You Go) CAR PARK in the future.
11. Email confirming details of the village Christmas Fayre organised by Michelle Robins. Charity this year is MIND.
12. Email clarifying that we can use our own Community Chest money to donate to a charity or village event that “benefits the village.”
13. Email confirming that an updated planning application had been noticed for the art gallery.
14. Email with first draft of budget figures.
15. Email with a query on the minutes of the last meeting, to better understand the VH toilet upgrade for comparison purposes.
16. Issue of the report of the upgrade to the public toilet for discussion at the November meeting.
17. Received first draft of an upgraded Emergency Plan for consideration and discussion.
18. Email on budget issues needing clarification. (future salary costs and cost of PC on the asset register?)
19. Email with further considerations for clarification to arrive at a proposed budget for discussion.
20. Receipt of monthly car park numbers
21. Confirmation that the Emergency Plan is to go onto the November AGENDA.
22. Email received with additional details to illustrate the need for

appropriate RESERVES in deciding the PC budget and precept.

23. Email from Highways with a CLOSURE INTENTION on Water Lane for the 23rd and 24th January 2025 for work by Wildanet.

24. Some revisions received for the draft emergency plan document.

25. Some thoughts from a Councillor on attracting new Councillors in the future and views on the possible alternative arrangements for the village green carpark.

26. Issue of draft parking Policy for discussion/agreement.

27. Request for historic parking Policy information.

The Chairman asked Councillor A Van den Broek to check that his Register of Interests is up to date, and he asked Councillors M Whell and C Taylor to submit theirs to the Clerk as soon as possible.

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

None

8. To receive a report from the Clerk

None

9. To receive a report from Cornwall Councillor A Virr

There was no report from Cornwall Councillor A Virr.

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

Mrs S Blaxley (Salary and Expenses (16/10/24 – 19/11/24) – £736.04

Cornwall Pension Fund (Pension Contributions) - £150.96

Source for Business (Water for Toilet 03/10/24 – 04/11/24) - £24.67

Flowbird Smart City (Car Park Machine Charges) - £44.86

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 the proposal. The proposal was therefore carried.

11. Precept

To agree the precept for 2025/2026

Prior to the meeting, the Clerk had circulated a spreadsheet showing the actual and predicted income and expenditure for 2024/25 and councillors had emailed questions in advance of the meeting. She had detailed the ringfenced money (CIL money and Asbestos Grant) and indicated that it is good practise to have a reserve amount (approximately £5,000) retained in the bank account. She said that income more than adequately covered expenditure for 2024/25.

It was agreed that inflationary increases should be accounted for in setting next year's precept. The Chairman suggested that contingency sums should be set aside on an annual basis for replacing equipment, such as the playground or car parking machine. He said that election costs need to be taken into account although, as the parish council election is almost certain to be uncontested, it was agreed that these costs would be small. In addition, he said that consideration should be given in the budget to setting aside funds for future projects, such as the provision of electric charging points?

Councillor D Pugh-Jones asked how the double council tax on second homes will affect the precept. Councillor D Johns said the parish council will receive double the precept for these homes, of which there are approximately 20 in the parish. He said that last year, the parish council increased the precept by 34% although it remains comparatively low.

Councillor D Jenkinson said that Cornwall Council are raising Council Tax by 4.99%. It was proposed by Councillor D Jenkinson and seconded by Councillor D Pugh-Jones that the precept be increased by 5% to £6101. All councillors voted in favour of the proposal. The proposal was therefore carried.

12. Car Park

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

The Chairman had circulated a draft parking policy to all councillors in advance of the meeting. It was agreed that charges are made for car parking because they are necessary to cover the running costs of the parish council. It was proposed by Councillor D Jenkinson and seconded by Councillor D Johns that the car parking tariffs from 1st

March 2025 be as follows: £1 for up to 30 minutes, £1.50 for up to 1 hour, £2.50 for up to 2 hours, £5 for up to 4 hours and £6.50 for 24 hours. All councillors voted in favour of the proposal. The proposal was therefore carried.

It was proposed by Councillor D Johns and seconded by Councillor D Pugh-Jones that the charge for Paddle Cornwall in their designated space remains at £300 pa. All councillors voted in favour of this proposal except for Councillor C Taylor who abstained from voting. The proposal was therefore carried.

In terms of annual permits for the car park, it was proposed by Councillor D Jenkinson and seconded by Councillor Andrew Van den Broek that the car park permit charges will be £110pa for those not on the electoral roll and £70 pa for those on the electoral roll. All councillors voted in favour of the proposal. The proposal was therefore carried.

In terms of parking on the village green, the Chairman said that the principle of parking in this location is that residents without parking at their property should have a space on the village green. Councillor D Johns suggested that the residents who have no onsite parking at their property should park free of charge but others should be asked for a donation of £30pa. Councillor D Pugh-Jones said there is insufficient room to encourage others to park on the village green. She said that that would mean charging staff of the Fisherman's Arms and Boatwatch volunteers. She said the existing policy of free parking works well. Councillor D Jenkinson said that it may create issues with parishioners if the policy is changed. Councillor A Van den Broek said that, quite often, there is insufficient space for people to park there but it polices itself. Councillor C Taylor commented that if a charge is made to park on the village green, peoples' expectations increase in return. It was proposed by Councillor D Jenkinson and seconded by Councillor D Pugh-Jones that the policy remains as it is. But it was noted that the village green was not somewhere for contractors vehicle to be parked, given the lack of space for existing residents. All councillors voted in favour of the proposal. The proposal was therefore carried. It was agreed that the Chairman would send out a Maurie Mail asking builders not to park on the village green.

13. Public Toilet

To receive and consider a report relating to the refurbishment of the public toilet

- Councillor D Bonsall reported that he and Councillor D Pugh-Jones had collated a specification for refurbishing the public toilet. He said that the toilet is clean and working but is rather dated. He said that the following works could be undertaken : replace the toilet, repair or replace the door, improve the disabled rails and provide a new one on the right-hand side of the toilet, plastic clad the walls and install a baby changing station.
- Councillor D Pugh-Jones said the signs on the kayak store saying “Toilet Closed” needs removing. Councillor D Johns said he would remove the sign.
- He said that the door to the service corridor requires repairing or replacing and the privacy wall requires re-pebble dashing on one section.
- The Chairman said that the CIL money (approximately £3000) should be spent on refurbishing the public toilet.
- It was agreed that Councillor D Bonsall will liaise with Councillor A Van den Broek to give an indication of the likely cost of these works. The Clerk reminded councillors that if the works are likely to cost in excess of £1,000, 3 quotations will have to be sought. The Chairman thanked Councillors D Bonsall and D Pugh-Jones, on behalf of the parish council, for their work on this project.

To receive and consider any matters arising relating to the public toilet

None

14. Kayak Storage Facility

To receive and consider matters arising relating to the kayak storage facility

Councillor D Johns said that he has sent out a reminder via Maurie Mail that permits need to be renewed by the end of November 2024 for the 2025 season. He said that only 2/3 users have not yet renewed their permit. He said that, in line with GQUA, he increased the charge from £35pa to £40pa. He said that he has 3 people on the waiting list for spaces.

15. Village Green and Playground

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

- Councillor C Taylor said that he had been offered 2 Christmas Trees for the village green.
- He said the Village Hall will provide the lights. He said that the grass requires a further cut.

16. Golant Christmas Fayre

To receive and consider a request for a financial donation for Golant Christmas Fayre

The Chairman said there will be a small number of commercial stalls at the fayre run by small businesses but there will also be a number of charity stalls as well as an acapella singing group and people offering their time free of charge. He said that the parish council does have money set aside for supporting charities and community events. Councillor C Taylor said the administration costs should be paid for by the stall holders but the parish council could make a charitable donation. It was proposed by Councillor D Johns and seconded by Councillor D Pugh-Jones that up to £100 contribution be made towards the printing costs. All councillors voted in favour of the proposal. The proposal was therefore carried.

17. Emergency Plan

To receive and consider a report on the emerging Emergency Plan

Councillor D Bonsall reported that he has re-drafted the initial draft document based on a process combining an emergency plan with the risk assessments of hazards that are likely to arise and our role in those as a parish council. He said that there are no risks that are **high risk** in terms of an emergency. He said that many of the risks will be responded to by the relevant emergency services. He said that the parish council does not have to appoint an Emergency Coordinator. He explained that the Emergency Plan lists the emergencies, the contact number for the relevant authorities and what, if any, action the parish council should take. He said that local resources, such as an Emergency First Aider, should be available. He said that he has also listed places of safety. Councillor D Bonsall said he would circulate the draft policy to all councillors for comment and feedback. The Chairman

thanked Councillor D Bonsall, on behalf of the parish council for his work on this project.

18. Green Issues

To receive and consider any matters arising relating to green issues in the parish.

None

19. Highways

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

The Chairman said that he has received notification of an intention for the temporary prohibition of traffic on 23rd and 24th January 2025 for remedial works which needs to be undertaken by Dynamic Fibre.

20. Footpaths and Benches

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

Councillor D Johns said there is part of a tree fallen onto one of the Downs paths which he will clear.

21. Date of next meeting

To confirm the date and venue of the next meeting on Tuesday 28th January 2025 in Golant Village Hall.

The date of the next meeting will be on Tuesday 28th January 2025 in Golant Village Hall commencing at 7:15pm.

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

ST SAMPSON PARISH COUNCIL MEETING

25th November 2024

ACTION POINTS

<u>Minute Number</u>	<u>Action</u>	<u>by Whom</u>
5	Change parish council's address On Land Registry documents	SB
5	Replace goal hooks/install hydraulic closer on gate	AVB
5	Ascertain if benches on asset register correspond to those which exist	AVB
5	Fill potholes on Village Green carpark	AVB
5	Complete fencing around playground	AVB
12	Send out Maurie Mail asking builders not to park on the village green	DJ
13	Remove Toilet Closed sign on kayak store	D Johns