

MINUTES OF THE ST SAMPSON PARISH COUNCIL MEETING HELD ON TUESDAY, 26th MARCH 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 S Harper.

Fayre Hardy

Sue Blaxley (Parish Clerk)

The Chairman opened the meeting at 7:15pm.

Public Participation

Fayre Hardy said that all monies for the playground project have now been transferred from the Village Hall bank account to the parish council's bank account. She thanked the parish council, on behalf of the Village Hall Committee for their contribution towards the Village Hall broadband. She asked if the £500 payable to Flowbird this month was going to be an annual cost? The Chairman said that it would be as it was for the maintenance contract for the parking machine.

Fayre Hardy stated that she had spoken to Councillor D Johns regarding the statutory obligations in the AGAR regarding licences, leases and rentals, explaining that if these are occurring, formal written agreements should be in place. She explained that this would apply to the kayak store.

Councillors D Pugh-Jones and D Johns questioned how renting a rack in the kayak store would be different in status to a car parking ticket. Fayre Hardy said that the latter is the sale of a ticket to park a car.

Councillor D Johns asked if the same rules would apply to Golant Quay Users Association. Fayre Hardy said that Associations are governed under different rules to parish councils and in the case of GQUA, it is not a local authority; it is an association with a dormant company attached. It has a constitution which sets out the terms and conditions of membership and it ensures its members boats are insured fully. She said that the parish council's actions are defined in the Local Government Act of 1972, with a review of that undertaken and revisions made in 1974.

1. Apologies

Apologies were received and accepted from Councillor M Whell.

2. To confirm the minutes of the meeting held on Tuesday 27th February 2024

The minutes of the meeting held on Tuesday 27th February 2024, having previously been circulated, were agreed as an accurate record.

3. Declaration of interest in items on the agenda

Councillor A Van den Broek declared an interest in item 9 on the agenda.

4. Matters Arising from the previous meeting

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

- Councillor A Van den Broek said that he has installed the pole to hold the chain at the entrance to the village green
- Councillor D Pugh-Jones said that she had sent out a Maurie Mail reminding everyone of the changes to the car parking tickets.

5. To receive the Chairman's Communications

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

1. Confirmation of contract received for the carpark, by Alliance Parking.
2. Confirmation that the Double Yellow Lines had been completed near to Ian and Sarah Laughton's house.
3. Email received advising that in the arrangements for notifying Cornwall Council about potholes, there should be NO requirement to stop and take photographs, thereby risking life and limb by doing so.
4. Various emails concerning the Backoffice work to complete the grant from Cornwall Council for their support of the playground.

5. Email identifying the money held in PC accounts for the playground and other projects.
6. Further emails regarding the set up for grant funding and how to communicate with CC.
7. Communication received from the supplier to provide background thinking behind the re-worked design to include more activity for less space. And therefore greater “value” overall.
8. Follow up email confirming the approach to invoicing the playground supplier and to query the “community chest offer” that has yet to be received from CC.
9. Message of thanks received for supporting the cost of telephone charges for the village hall; supporting the cost of afternoon teas on the occasion of the D Day celebrations for those parishioners unable to get to the Village Green and for our nominated person from the PC who has agreed to stand again on the village hall committee.
10. Email received which seems to show the correct footpath taken from the interactive map on the Cornwall Council web site.
11. Request for the digital link to the village map that is located by the village green: (PC web site/links/village map.)
12. Request for the postcode of the Boathut and local area:(PL23 1LW.)
13. Request for information relating to wall collapse at Norway Cottage.
14. Email traffic on budget ‘end of year’ figures and potential election costs that might accrue to the local PC IN 2024.
15. Email traffic concerning a request for a village green parking permit from an unusual address. To be followed up by the Parish Clerk.
16. Emails checking that all donations and promises to pay for the playground had been collected.
17. Emails to establish the ongoing provision of safety fencing during the playground installation.
18. Invite to attend a workshop on Highways and Environmental maintenance work and projects.

19. Communication from BT to encourage us to go digital at the Boathut.
20. Email from the chair of Golant Boatwatch re: the arrangements of the router and phone line at the Boathut, to provide day to day (non-contractual) link for BT.
21. Invitation for agenda items for the Port User Group meeting.
22. Email providing insight into the need for risk assessment and other matters.
23. Enquiry from Red Moor school about bringing a vehicle and trailer down to take kayaks onto the river. Parking question?
24. Reply from our parking company about parking a trailer with vehicle.
25. Various emails concerning the difficulty of seeing the webcam via the Parish website on an android phone. Ok on a computer and it is possible on a phone, but not where you expect it. It can be seen on the desktop menu. PC Web manager to be contacted.

The Clerk reported that she will apply for the £300 Community Chest fund money which was promised by Cornwall Councillor A Virr at the start of the new financial year. The Chairman said that he had received an invitation to raise topics at the Port Users Group meeting and that he had also been sent notification of a 6-week consultation period on the proposed swimming areas in the River Fowey.

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

None

7. To receive a report from the Clerk.

The Clerk explained that she currently uses Quick Books desktop (free of charge) for the parish council's accounts and to file VAT. However, from 6th April 2024, HMRC has said that this is no longer compatible software for Making Tax Digital. So Quick Books online will have to be used for which there will be a charge.

In terms of the car parking machine when BT switches over to digital in 2025, it is anticipated that the car parking machine will still function although it is possible that a new router may be needed. It was agreed

that the Clerk would ask BT if the contracts for the telephone line and the broadband could be changed to the digital switchover prior to 2025 as this would save money given that a telephone line would no longer be needed.

8. To receive a report from Cornwall Councillor A Virr .

There was no report.

Councillor A Van den Broek, having previously declared an interest, left the meeting during discussion of the following item.

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

Mrs S Blaxley (Salary and Expenses (20/02/24 – 19/03/24) – £818.76
Cornwall Pension Fund (Pension Contributions) - £163.36
Source for Business (Water for toilet February 2024) - £17.27
Flowbird Smart City (Parking Machine Transaction Charges April 2024) - £12.00
Flowbird Smart City (Changes to Car Parking Machine Tariffs) - £300.00
Andrew van den Broek (Pre installation work for Play Equipment) - £952.50
Andrew van den Broek (Post at entrance to Village Green) - £100.00
Andrew van den Broek (Pre turfing work for Playground) - £972.00
Andrew van den Broek (Turfing Playground) - £917.52
Trelawny Landscaping Ltd (Turf for Playground) - £880.00
Fawns (Play Equipment) - £24,404.52
Fawns (Installation of Play Equipment) - £18,493.08
Western Web Ltd (Website Hosting) - £96.00
Walter Bailey (Fencing for Playground) – £981.34
Corserv Facilities (Toilet Cleaning – March 2024) – £265.40

Councillor S Harper said that Fawns have invoiced the parish council for the work they have done so far. She said that two CIL claims have been made, one of which has been received from Cornwall Council and the other will be in the parish council's bank account in the next few days. It was proposed by Councillor S Harper 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.

Councillor A Van den Broek returned to the meeting.

9. Finance and Budget

To receive and consider a current financial statement of the accounts

The Clerk said that, as at 29th February 2024, income has been received in the sum of £1045.00 from car parking permits. She said the accounts balance at £14,360.03.

10. Broadband Charge for Oakenhurst

To receive and consider the broadband charge for Oakenhurst

The Clerk reported that the monthly charge for the telephone line and the broadband for the car parking machine is £126.01/month but, as a credit was received from BT in the sum of £1293.38, this amount will not be payable until May 2024. She said that Oakenhurst was invoiced in the sum of £259.20 (including VAT) for the use of the broadband for 2023/24. The Clerk asked if the parish council was satisfied that this amount was sufficient for 2023/24. It was agreed that this amount was sufficient and that it would be unreasonable to ask for additional money for 2023/24. Councillor D Johns said the anticipated cost of the broadband for 2024/25 would be approximately £60/month (when the switch over to digital takes place). It was proposed by Councillor D Johns and seconded by Councillor A Van den Broek that Oakenhurst be charged £30/month (including VAT) for 2024/25. All councillors voted in favour of the proposal. The proposal was therefore carried.

11. Golant Car Park

To receive and consider any matters arising relating to Golant car park.

The Chairman said that the car parking machine was not working this PARTICULAR morning, but Councillor D Johns contacted a Flowbird technician and the matter was rectified over the telephone. The Chairman contacted Flowbird and asked them how long it would take for a technician to repair the machine in the event that Councillor D Johns had not been able to rectify the problem. He said that Flowbird would have been able to attend to the matter within 3 days but this could mean 3 days without car parking income. It was further understood that the parking company do not ordinarily tolerate a machine OOO as a justification for parking for free. Therefore, the Chairman said that an additional method of payment for car parking – (by mobile phone payments) – would be essential. It was agreed that Councillor D

Jenkinson would investigate the options for mobile phone payments using “Just Park.” It is accepted that mobile signals are poor in the village, but there is a fully functioning BT phone box within walking distance.

12. Public Toilet

To receive and consider matters arising relating to the public toilet

It was reported that the new cleaning contract will commence on 1st April 2024. The Clerk said the contractor requires a key for the Wallgate machine. The Chairman said that Corserv are trying to claim that their operative is eligible under TUPE arrangements, but it was agreed that the parish council does not believe that he has a case as it is such a small part of the employee’s overall employment and that Corserv had already allowed the contract to terminate.

The Chairman said that he would chase up Corserv for the Wallgate machine key which had already previously been asked for.

13. Kayak Storage Facility

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

Councillor D Johns said that he will not be undertaking any work to the exterior of the building or provide outside kayak racks until the rowing club have moved their boats as access is quite difficult.

14. Village Green and Playground

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

- Councillor S Harper said that once the CIL grants have been received and the VAT recovered, £12,132.62 will be held in the parish council’s bank account for the playground project. She explained that there are still some outstanding invoices to pay – fencing, matting and laying the mats – but there will be sufficient funds (approximately £6,000) to purchase some picnic tables and a gazebo. Councillor S Harper said that a 3mx4m gazebo would provide adequate space for 2 picnic tables. It was agreed that the provision of a gazebo is to provide shelter from the rain or sun when children are playing. Various options were considered – a

gazebo with a marquee style roof, a bespoke wooden gazebo with a shingle roof and an aluminium gazebo. Instead of picnic tables, seating could be provided around the inside edge of the gazebo. It was agreed that Councillor A Van den Broek would provide a quotation for a bespoke wooden gazebo with a traditional roof, as a possible and maybe less expensive option.

Councillor D Pugh-Jones asked if the play equipment would be checked by ROSPA prior to opening and asked when the playground would be open. Councillor S Harper said that a ROSPA inspection would take place. It was agreed that a plaque needs to be erected in the playground thanking everyone who has made the project possible. It was noted that one of the donors is arranging a personal plaque (as agreed) for the play ship. It was agreed that the playground would be officially opened on Whitsun Bank Holiday and cakes would be provided for the occasion. It was agreed that Andrew van den Broek would ask Caroline Davidson for the approximate cost of providing a cake to feed 30-40 people. Councillor D Pugh-Jones thanked Councillors A Van den Broek and S Harper, on behalf of the parish council, for bringing this project to fruition. Councillor A Van den Broek said that he is currently refurbishing the hanging tyres and that the see saw and slide need painting. Councillor S Harper said there are some sharp edges on the slide which need sealing with silicone.

- Councillor C Taylor said the grass on the village green will soon require cutting.
- The Chairman said that, at one time, the Boatwatch Committee considered the installation of a floating pontoon onto the quay to make access easier. The Boatwatch Committee had agreed, at that time, that owing to the strength of the river, a professional pontoon provider would need to be employed. And this would make the project too costly. Councillor D Johns said that GQUA has also looked into the matter and decided that it was too expensive and not practical. The Chairman said that the Canoe Club have now also raised the issue. So he has advised them to investigate possible local support from interested parties in the village and investigate new sources of funding.

15. Green Issues

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

None

16. Highways

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

- The Chairman said that the bank and wall has collapsed at Norway Cottage although the resultant debris has been mostly cleared away. He said that initially, someone at Cornwall Council had admitted liability but have now retracted this in writing. He said that he has asked Cornwall Councillor A Virr to ascertain with highways who is responsible for the bank.
- Councillor D Johns said that SWW have dug a hole in front of the sewage works and water is gushing up into the air. Councillor D Jenkinson said he would follow up this matter with SWW.

17. Footpaths and Benches

- The Chairman said that there is a broken bench on the downs path which Councillor C Taylor agreed he would remove. It was agreed that Councillor D Jenkinson and Councillor A Van den Broek would discuss the provision of a replacement bench, possibly using railway sleepers?
- Councillor A Van den Broek said the footpaths are due to be cut in late May and mid-July.

19. Date of next meeting

To confirm the date and venue of the next meeting on Tuesday 23rd April 2024 in Golant Village Hall.

The date of the next meeting will be on Tuesday 23rd April 2024 in Golant Village Hall commencing at 7:15pm

There was no further business, and the meeting was closed at 8:45pm.

ST SAMPSON PARISH COUNCIL MEETING 26th March 2024
ACTION POINTS

<u>Minute Number</u>	<u>Action</u>	<u>By Whom</u>
7	Contact BT to ascertain if digital switch over for car parking machine can take place now.	SB
11	Investigate mobile phone payments for car parking	DJ
16	Contact SWW regarding works outside sewage works	DJ
17	Remove bench on Downs path	CT
17	Look at possible designs for benches made From railway sleepers, for the Downs.	AvdB