

**MINUTES OF THE ST SAMPSON PARISH COUNCIL MEETING HELD
ON TUESDAY, 23RD SEPTEMBER 2025 AT 7:15PM IN GOLANT
VILLAGE HALL, GOLANT**

Present: Councillors D Jenkinson, (Chairman), C Taylor, N Smith, C Gabb, P Meredith, D Bonsall and S Hubner.

Sue Blaxley (Parish Clerk/RFO)
Cornwall Councillor Ian Wilson, Eileen Wilson
Daniel Furse

Public Participation

Cornwall Councillor Ian Wilson asked about the procedure for applying for a car park permit. The Chair explained the application process and Cornwall Councillor Ian Wilson said that he would apply for a permit.

Neil Smith said that the Macmillan coffee morning will be held in the Village Hall on Friday 26th September 2025 commencing at 10:30am. He said that donations can be made irrespective of attendance.

1. Apologies

None

2. To confirm the minutes of the meeting held on Tuesday 22nd July 2025

The minutes of the meeting held on Tuesday 22nd July 2025, having previously been circulated, were agreed as an accurate record subject to the following changes: item 13, paragraph 3 – “Councillor N Smith said that the existing contract with Western Web expires in February 2026 and that he considered that a decision should be deferred until all options have been considered” changed to “until an alternative has been considered”; item 18 – “Councillor N Smith said that he would inspect the play equipment weekly and report his findings to every parish council meeting” changed to inspect the play equipment and report back quarterly....”; an addition to item 19, paragraph 2 stating that “it was agreed that Councillor C Taylor would present the traffic flow data obtained by Cornwall Council in May 2025 to Rachael Tatlow”.

3. Declaration of interest in items on the agenda

Councillors C Taylor and P Meredith declared an interest in item 10 on the agenda.

4. To receive and consider the following planning applications:

PA25/05865 - Siting of a shepherd's hut to be used as a holiday unit for paying guests and ancillary accommodation, with associated works at CastleDore, Castledore

Councillor D Bonsall said that it is dangerous for vehicles egressing the gateway from the site. Councillor D Jenkinson said it is proposed to site the shepherds hut in the corner of the field. It was proposed by Councillor D Jenkinson and seconded by Councillor S Hubner that this application be supported subject to the Applicant making it clear to guests, via signage, that egressing the site onto the highway requires caution. All councillors voted in favour of the proposal. The proposal was therefore carried.

PA25/05054 - Proposed Extension and Alterations at Anneth Lowen, Golant

Councillor D Bonsall said that the development will be visible from the river but it will not be incongruous. It was proposed by Councillor D Jenkinson and seconded by Councillor S Hubner that this application be supported. All councillors voted in favour of the proposal. The proposal was therefore carried.

In response to a query from Councillor N Smith regarding PA25/06211 for a slurry lagoon, the Chair said that Cornwall Council confirmed that they are not required to consult the parish council on applications of this nature.

5. Matters arising from the previous meeting

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

- Councillor C Taylor explained that he is still trying to ascertain ownership of the overgrown hedges in Tinny's Lane but this may not be possible without a costly Land Registry search. The Chair said that the parish council cannot enforce landowners to cut their

hedges as Cornwall Council is the enforcing authority and not St Sampson's Parish Council.

- The Clerk has established that the webmaster can provide a facility for storage of modest sized documents on the website
- The Chair reported that he had asked highways to have banksmen on School Hill when Water Lane is closed but their response was negative, other than offering to attend to any issue when it happened.
- The Chair said that he had put an item in Golant Pill reminding landowners to cut back their hedges

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

It was agreed that everyone would set up their new email address and be happy with how it operates prior to it going live. Councillor D Bonsall reported that he had attended the South CAP meeting with Councillor C Gabb. He said the aim of the CAP is to bring sectors together to work collaboratively to benefit the community. He said the priorities of the CAP are economic development and community health and well-being. He said there were presentations from the Police and from the Integrated Health Board. The next meeting is on 22nd October 2025.

6. To receive the Chairman's Communications

The following communications were emailed in advance of the meeting:

1. Response from Highways about ways to reduce speed down Water Lane.
2. Copy response from a Parishioner, thanking a Councillor for clarifying the process for calling an extraordinary PC meeting for planning purposes.
3. Email received to authorise monthly payments.
4. Confirmation from William Gelston that that Management Company for the Cormorant estate has been tasked with cutting back the hedge by the quay.
5. Further email from Highways explaining why moving the 20 mph sign further up Water Lane would be counterproductive.
6. Confirmation from a Councillor having received the 'signage' to go out about the Water Lane closure in October.
7. Various emails re: the transfer of management of the Kayak store from ex Councillor David Johns to Simon Hubner.
8. Various emails concerned with the topic of file storage and

computer back up.

9. Emails received after Councillors attended the CAP (Community Area Partnership) meeting.

10. NALC (National Association of Local Councils) newsletter for July, was sent in by a Parishioner, which identified that Council staff (including our Parish Clerk) were awarded a 3.2% pay award from 1st April 2025.

11. Access codes for Flowbird (our car park machine company) supplied to Councillors.

12. CALC (Cornwall Association of Local Councils) log in details shared with Councillors.

13. Email from Chairman of Golant Boatwatch that the recent motion passed by CC (Cornwall Council) re: Derelict Boats , does not include boats in the Fowey, as the Fowey harbour is outside of the control of CC. Golant Boatwatch however will still forward details of any such derelict boats to assist in the programme of work to be undertaken.

14. Email from our Cornwall Councillor who will follow up on the above topic with the originator of the Derelict Boats motion.

15. Email traffic concerning recent press coverage of some local councils looking to require the replacement of trees to be replanted in conservation areas.

16. Following being tasked to press Highways to re-consider “banksmen” on Church Hill during the Water Lane work, the ultimate response is that the “work team” are asked to ensure that appropriate consideration is given to managing traffic flows along the diversion route in question so that should there be any issues, then adequate measures can be put in place.

17. Receipt of invoice for electricity for the Boatwatch hut from the Harbour Office.

18. Receipt of information recovered from Flowbird data from the parking machine.

19. Information received from a Councillor on the building regs for a disabled toilet, to consider in the upgrade project.

20. Response from web master about request for data storage.

21. Response from a Councillor on the above.

22. Email from National Grid on who and where to send our invoice for parking their vehicle.

23. Email from a Councillor suggesting asking the webmaster again, for storage on the PC web site for a modest amount of data.

24. Suggestion from a Councillor on the above topic.

25. Follow up on possible grant for toilet upgrade would suggest that the PC is not eligible.

26. Reply from a Councillor that suggests that it might be possible to apply for a grant?
27. Provision of a graph to show monthly income from the ticket machine year on year.
28. Question raised about the possibility to compare charging "rates".
29. Graphs on charging rates provided by a Councillor.
30. Email from a Parishioner asking about charges to be raised to utility companies and Oakenhurst.
31. Further email to seek "true" comparison of charging by removing price increases.
32. Reply from a Councillor having received an update on the communication on housing policy.
33. Confirmation from a Councillor that EV charging points will be investigated?
34. Confirmation that Devolution completed on 7th December 2022.
35. Confirmation that National Grid had been charged.
36. Email from a Parishioner with car park spreadsheets for review.
37. Confirmation that a discreet data repository (and gov.uk emails) can be managed by Western Web and lodged on our PC (Parish Council) web site.
38. Request from a parishioner for traffic numbers down Water Lane before writing to CC (Cornwall Council) and the planned closure of Water Lane.
39. Confirmation of the meeting for the handover of the kayak store management.
40. Letter to Highways written by a Parishioner, to be sent on to Highways.
41. Email from a Parishioner asking that the asset register be updated with recent changes.(i.e. removal of the low white railings in the carpark)
42. Question from a Councillor about Wayleaves (the right to occupy a piece of land actually owned by others, as in telegraph poles)
43. Provision of Wayleave agreements provided by a Councillor.
44. Request from Fowey River Canoe Club to run their annual race on October 12th from Golant. Parking in Andrews field and canoes dropped off on the village green. One way system to be organised (by them) for the morning.
45. Councillors approved the request by email.

46. Update on issues connected with the ticket machine being slow to react.
47. Email from Highways NOT agreeing to put banks men on Church Hill. But suggesting that the later starting time and early finishing time and twice the operatives on the job to minimise the time taken, will work. They will consider other traffic measures in the event of a problem.
48. Signage for the ticket machine prepared and installed by a Councillor.
49. Confirmation from Highways that they are aware of the Fowey River Canoe race and will therefore not put up road closed signs the day before their work starts. But they do want all canoes removed before the Monday. FRCC have been informed.
50. Instructions received on how to set up Gov.Uk emails.
51. Receipt of information about possible grant funding for improving "right of way."
52. Request from lead Councillor (footpaths) for possible grant application ideas.
53. Email identifying that Standing Orders and Financial Regs will need to be reviewed, updated and approved at the next meeting.
54. Confirmation that all boats will be removed from the green after the FRCC race on the Sunday and before works start on Water Lane.
55. Request for an additional signatory for our Bank Account.
56. Multiple emails to generate a possible application for a grant for supporting improvements to our footpaths.
57. Copy of a letter to Highways seeking improved management of the diversion route during works on Water Lane.
58. Request from a Councillor to follow up training on the new Planning Framework.
59. Approved.
60. Copy of a letter (from a Parishioner) concerning overhanging trees along Water Lane.
61. Revised Standing Orders issued to Councillors.
62. Request from a Councillor seeking clarification on Village Green registration.
63. Emails from a Councillor identifying possible typos for correction on the standing orders and financial regs.
64. Draft application for a grant made available to Chairman for review.
65. Email from a Councillor advising that the vegetation by the

quay had not yet been cleared.

66. Copy of a reply from CC, confirming that it is no longer possible to seek changes to registration of the village green.

67. Copy of our application for possible grant funding for enhancing our local footpaths.

68. Query raised by a Councillor about the information relating to the setting up of Just Park in the car park.

69. Request from a Councillor for information on Just Park receipts from Alliance.

70. Suggestion from a Councillor to enhance the helpful signage for car park users.

71. Information on the grass cutting schedule provided by a Councillor, for budget purposes.

72. Email traffic concerning the level of weed growth in the village and possible remedies and costs.

73. Email correspondence about the NDP and the need to review our housing policy.

74. Response from Councillors re: Kayak Store and Toilet plans.

75. Questions raised by Councillor to determine the various issues relating to the building which now includes the kayak store and toilet. A meeting was suggested.

76. Cornwall Councillor asked if a paid permit was possible to be able to stay longer for the meetings.

77. Copy of letter to Highways from a Parishioner, re: Diversion plans to the works on Water Lane.

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 a report from the Cornwall Councillor

Cornwall Councillor Ian Wilson's report was circulated in advance of the meeting.

There isn't much to report in Golant this Month from me, other than the issue of the Water Lane Road Closure still seeming to be a hot topic.

Although everybody understands the Repair work is necessary, there is still some concern over how the diversion of Traffic via Church Hill is going to impact the community without proper Traffic Management.

Having spoken with Cornwall Highways, I suspect at this late stage; we are just going to have to live with the current Highways plan.

I have been asked for information pertaining to what help might be available for installing an EV charging point at the Parish Car Park. I have forwarded on information to the Parish that may be helpful in this regard.

I was saddened to hear a local resident was injured during the Golant Festival and have pledged my support in getting the Village Hall Chairs replaced. I have forwarded a Grant request to the Community Chest fund which has been approved in principle, although there is a reduced amount of funding available this year, so the actual amount is yet to be decided. I have also pledged to make a Personal donation.

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

Mrs S Blaxley (Salary and Expenses - £842.65
Cornwall Pension Fund (Pension Contributions) - £171.47
Flowbird Smart City (Car Parking Machine) - £157.75
Source for Business (Water for Toilet – July 2025) - £50.55
Cornwall ALC (Training) - £30.00
APS Construction Services Ltd (Toilet Cleaning) - £830.11
Fowey Harbour Commissioners (Electricity for Boatwatch Hut) - £45.13
Chris Taylor (Grass Cutting/Footpath Strimming) - £144.50
Paul Meredith (Signage and Toilet Roll Dispenser) - £100.98

It was proposed by Councillor D Jenkinson and seconded by Councillor C Gabb that the above orders be authorised for payment. All councillors voted in favour of the proposal, apart from Councillors C Taylor and Paul Meredith, who having previously declared an interest, abstained from voting. The proposal was, therefore, carried.

11. Finance

To receive and consider a current financial statement of the accounts

The Clerk reported that the accounts balance at £17,190.70. It was noted that this balance includes the CIL money, playground donations, reserves and the asbestos grant from Cornwall Council, details of which the Clerk read out at the meeting.

12. Standing Orders and Financial Regulations

To approve the revised Standing Orders and Financial Regulations

The revised documents had been circulated in advance of the meeting. It was proposed by Councillor N Smith and seconded by Councillor D Jenkinson that the documents be approved. All councillors voted in favour of the proposal. The proposal was therefore carried.

13. Charge for Broadband for Oakenhurst

To receive and consider the charge for broadband for Oakenhurst

It was agreed that Councillor D Bonsall would look into this matter and report to the next meeting.

14. Golant Car Park

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

- It was noted that there were some disruptions to the card reader in August possibly due to disruptions to the broadband but the problem has rectified itself.
- Councillor D Bonsall said that he has installed an internet extender so payments can more easily be made via Just Park. He said that he cannot verify the Just Park payments. The Chair said that he would follow this up with Alliance Parking who should be paying us quarterly for Just Park payments.
- Councillor D Jenkinson said that he would remind Andrew van den Broek to tarmac the holes at the rear of the car park
- Councillor C Taylor said that Cornwall Council are seeking Expressions of Interest to have electric charging points installed. It was proposed by Councillor N Smith and seconded by Councillor D Bonsall that Councillor C Taylor submits an EOI (expression of interest) to Cornwall Council on behalf of the parish council. All councillors voted in favour of the proposal. The proposal was therefore carried.

The Chair thanked Councillor N Smith for erecting a sign indicating the location of the car park. Councillor N Smith said that one of the signs saying “No Boats” is in a very poor state of repair in that its support is very rusty. It was agreed that Councillor N Smith would report this to Cornwall Council, on their web site.

15. Public Toilet

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

Councillor P Meredith circulated a report detailing possible works to refurbish the public toilet with approximate costs. Some discussion took place about the annual costs of running the toilet – cleaning, water and electricity and further discussion ensued about the merits/demerits of closing the toilet for the “off season” and for charging for use of the toilet facility. It was agreed that a decision was required as to whether the existing toilet be refurbished or a new toilet be created to comply with document M of the Building Regulations. It was proposed by Councillor D Jenkinson and seconded by Councillor S Hubner that the existing toilet be refurbished (at the current size and avoiding major building works) and to be kept open for the whole year. All councillors voted in favour of the proposal. The proposal was therefore carried.

16. Kayak Storage Facility

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

Councillor S Hubner said that the racking by the side of the rowing club does not hinder access to the rear of the kayak store. He said that there is space at the rear of the kayak store for another 12 kayaks but the area would have to be maintained. He said that the outside of the building requires painting.

17. Village Green and Playground

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

It was noted that the area of the village green car park adjacent to the wall is very overgrown with weeds. Councillor N Smith suggested

extending the parking area up to the wall which would reduce maintenance costs. It was agreed that Councillor C Taylor would ask Andrew van den Broek of the approximate cost of these works. Councillor C Taylor said that the cost of maintaining the village green this year has been considerably less than last year due to the low grass growth.

18. Highways

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

The Chairman said that Cormac will reinstate the collapsed bank on Water Lane and that the road will be closed for 1 week between 9:30am and 4:30pm which would allow traffic out in the morning and for Water Lane to be useable in the evenings. He said that the use of banksmen on School Hill during this road closure is unlikely.

Councillor S Hubner said that he was concerned about highway safety at Torfrey Crossroads. He explained that the driveway is a popular pedestrian route for access to the Saints Way paths. It was agreed that drivers need to slow down much sooner when they are approaching this junction. The Chair said that he would write to Rachael Tatlow regarding this matter.

19. Footpaths and Benches

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

- Councillor D Bonsall explained that a DMMO for footpath number 5 is not required as it is an error on the part of Cornwall Council: they granted planning permission for houses on the footpath and never re-routed it on the definitive map. He said that Cornwall Council has now written to residents asking them if they object to the deletion of this footpath from the definitive map. The Chair thanked Councillor D Bonsall for his hard work relating to this matter.
- Councillor S Hubner said that he and Councillor C Taylor will fit the plastic number tags to the benches.

- Councillor D Bonsall said that he has applied to Cornwall Council for an enhanced LMP grant for works to footpaths on the Downs, enhanced Saints Way signage and replacement of benches on the Downs.

20. Date of next meeting

To confirm the date and venue of the next meetings on Tuesday 28th October 2025 commencing at 7:15pm in Golant Village Hall.

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

The meeting was closed at 9:15pm.

ST SAMPSON PARISH COUNCIL MEETING

23rd September 2025

ACTION POINTS

<u>Minute Number</u>	<u>Action</u>	<u>by Whom</u>
13	Investigate charge for Broadband for Oakenhurst	DB
14	Contact Alliance Parking regarding Just Park Payments	DJ
14	Ask AVB to tarmac holes in car park	DJ
14	Submit EOI to CC for electric car charging points	CT
14	Report rusty "No Boats" sign to CC	NS
17	Obtain approximate cost of extending village green Car park adjacent to wall	CT
18	Contact Rachael Tatlow regarding Torfrey junction	DJ
19	Fit plastic tags to benches	SH/CT

