

MINUTES OF THE ST SAMPSON PARISH COUNCIL MEETING HELD ON TUESDAY, 27TH JANUARY 2026 AT 7PM IN GOLANT VILLAGE HALL, GOLANT

Present: Councillors C Taylor, (Acting Chairman), N Smith, P Meredith and S Hubner.

Sue Blaxley (Parish Clerk/RFO)
Cornwall Councillor Ian Wilson, Arlene Wilson
Fayre Hardy

Councillor C Taylor said that, after 5 years of service to the parish council, David Jenkinson has resigned. He thanked David Jenkinson, on behalf of the parish council, for all his dedication and hard work. He said that he will undertake the role of Acting Chair at this meeting and that formal appointments of the Chair and Vice Chair will take place at the February meeting.

Public Participation

Fayre Hardy thanked David Jenkinson for being a wonderful Chair of the parish council. She said that he had undertaken numerous tasks, many of which parishioners were not aware or did not understand and that he effectively steered the parish council through the Cormorant development, the devolution of the car park and toilets and the playground development. She thanked him, on behalf of the parish, for all his dedicated hard work.

Fayre Hardy said there was no mention of next year's budget figures in the November minutes of the parish council and the bank balance was not recorded at the meeting. She asked if the ringfenced money for the playground could be deposited in a separate bank account.

She thanked all parish councillors for their time and hard work.

1. Apologies

Apologies were received and accepted from Councillors C Gabb and D Bonsall.

2. To confirm the minutes of the meeting held on Tuesday 25th November 2025

The minutes of the meeting held on Tuesday 25th November 2025, having previously been circulated, were agreed as an accurate record.

3. Declaration of interest in items on the agenda

Councillor P Meredith declared an interest in item 9 on the agenda.

4. Matters arising from the previous meeting

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

- Councillor C Taylor reported that AVB has not yet provided a quotation for works to improve the parking area on the village green. Councillor N Smith said that he would pursue this matter.
- Councillor N Smith said that he has circulated a revised parking permit application form to all councillors
- It was reported that Just Park are now transferring the money into the parish council's bank account on a monthly basis
- Councillor S Hubner reported that he can source some vinyl stickers which will be suitable for the parking permits
- Councillor C Taylor said that he would contact Rachael Tatlow regarding an on-site meeting to discuss Torfrey Crossroads

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

None

5. To receive the Chairman's Communications

The following communications, which had been received by David Jenkinson, were emailed in advance of the meeting:

Chairmans Communications since November 25 th 2025:

1. Email of thanks from a resident who had presented her planning application case to the Councillors.
2. Email to Councillors describing planned data storage solutions.
3. Confirmation of Bank payments made.
4. Request from a Councillor seeking a list of St Sampson property council tax rates.
5. Confirmation from Alliance Parking about paying into the

bank account the monies collected via Just Park, in advance of dealing with Just Park directly.

6. Invitation to an extraordinary meeting of the Cornwall South Community Area Partnership.
7. Confirmation from a Councillor that the donated Christmas tree was on the green awaiting erection.
8. Email from a resident concerned that there seemed to be a few “dislodged” stones in the recently repaired bank down Water Lane.
9. Confirmation of the toilet closure dates for refurbishment. 19 th January to 2 nd February.
10. Email from our Cornwall Councillor about additional funding available via a complete bidding process (C.I.L. MONEY) Expressions of interest to be received from 16 th January for 6 weeks. Information forms and guidance at www.cornwall.gov.uk/cil
11. Draft tender document produced by a Councillor for review.
12. Copy of the AGENDA and slides for the Extraordinary meeting of the Cornwall South Community Area Partnership.
13. Email from a resident about the minutes of the recent Parish Council meeting.
14. Various emails to refine and conclude tender document being prepared for work on the Downs footpath and steps.
15. Email from a councillor about the budgeting process going forward.
16. Email from a resident about a parking charge.
17. Further email from a Councillor about budget planning going forward.
18. Further emails re: parking charges.
19. Contact email address for Alliance Parking provided, to pass on to the resident with the parking charge issue.
20. Email from a resident querying the minutes of the last PC meeting.
21. Further email from a resident following up on the appeal process.
22. Invitation to the GOOD GROWTH SPF Showcase event 11 th February. County Hal Truro 12:00 to 5:00pm. GoodGrowth@cornwall.gov.uk
23. Email traffic about drafting a HSE risk policy.
24. Further email about a parking charge appeal.

25. Update on CAP meeting and a reminder about the next meeting on January 28 th via TEAMS. (Meeting ID: 395 842 512 915 06 Passcode: ZA2gE9B7)
26. Query from a Councillor about the re-filling of GRIT BINS.
27. Response on the above from the Parish Clerk and acting Chairman.
28. Phone call from a resident querying a form to be filled in about parking on the green and asking for the telephone contact number of a councillor.

Some discussion took place regarding the format of the Chairman's communications which are published in the minutes. It was proposed by Councillor S Hubner and seconded by Councillor N Smith that the existing format be modified to only include matters of particular concern raised by parishioners and which are not included as agenda items. All councillors voted in favour of this proposal. The proposal was therefore carried. It was also agreed that action would be taken to simplify the Chairman's responses to the numerous emails received.

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

The Clerk explained that this was an opportunity for councillors to ask questions about the procedures of the parish council and to bring matters to the attention of the parish council which have been raised by parishioners and not included in the agenda items.

7. To receive a report from the Clerk

None

8. To receive a report from the Cornwall Councillor

Cornwall Councillor Ian Wilson reported that, other than the unprecedented rainfall we have had since the beginning of the year, there is nothing to report this month. He said that Cornwall Council have been inundated with calls of flooding, blocked drains and fallen trees which are the result of the three successive storms: Goretti, Ingrid and Chandra. He said that Cornwall Council, Cormac and the Power Companies have been working flat out to clear the backlog of storm damage and emergency numbers have been distributed

to all our Parish and Town Councils during the events. He said that everybody needs to be patient when reporting issues as responses can take longer than usual.

It was agreed that Councillor D Bonsall be asked to put the list of emergency numbers in the Emergency Plan.

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

Mrs S Blaxley (Salary and Expenses) - £598.87
Cornwall Pension Fund (Pension Contributions) - £117.31
Flowbird Smart City (Car Parking Machine) - £78.12
Source for Business (Water for Toilet) - £49.36
Cornwall Landscaping (Grass Cutting/Strimming) - £683.40
David Jenkinson (Postage/Poppy Wreath) - £64.60
Paul Meredith (Toilet Refurbishment) - £710.64
Paul Meredith (Toilet Refurbishment) - £95.30
HMRC (VAT) - £477.62

It was proposed by Councillor C Taylor and seconded by Councillor N Smith that the above orders be authorised for payment. All councillors voted in favour of the proposal, except for Councillor P Meredith, who having previously declared an interest, abstained from voting. The proposal was, therefore, carried.

It was noted that the invoice for Cornwall Landscaping dated back to works undertaken in April 2025 and throughout the summer and that he be asked to submit invoices earlier in future.

The Clerk said that she would include a list of direct debits under this section of the agenda. She said that the Financial Regulations require two councillors to authorise payments online and in the absence of David Jenkinson, another councillor, in addition to Councillor D Bonsall should undertake this role. Councillor S Hubner volunteered to act as an additional signatory.

It was noted that the parish council has one bank account and consideration could be given to opening an additional account which would be a deposit account. Some discussion also took place regarding setting up accounts with regular suppliers and improvements which could be made to the parish council's use of Quick books.

10. Finance

To receive and consider the current statement of accounts and to receive and consider any matters relating to finance

The Clerk reported that at 31st December 2025, the account balanced at £19,942.29 with income having been received as follows: £317.19 from the car parking machine, £680.00 from the kayak store and £577.44 from Fairhomes as a contribution towards the broadband.

Considerable discussion took place regarding the budget and the precept as discussed at the November meeting of the parish council. Councillors agreed that the outcome, in terms of the precept, was a positive one and that requests for money to be put in the budget in the various cost centres were recorded in the minutes but some concern was raised as to whether the budget figures reconcile with the income that is likely to be generated. It was agreed that further work would be undertaken in this respect and formalised into a report to be presented to the February meeting of the parish council.

Councillor N Smith said that he would circulate a draft reserves policy for comment by councillors.

11. Document Storage Policy

To receive and consider a document storage policy

It was noted that Councillor D Bonsall has circulated, to all councillors, a draft document storage policy. Councillor N Smith said that the draft policy reflects the guidance so it is not contentious. However, as not all councillors had read the policy, the matter was deferred until the March meeting of the parish council.

12. Golant Car Park

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

Councillor D Bonsall sent a report in advance of the meeting in which he said that monitoring over the last 3 months has indicated no issues with the reliability of the car park machine and that revenue is received in the parish council's bank account automatically on a daily basis. He confirmed that Just Park is now fully operational in a direct account and that revenue is received automatically on a monthly basis. In addition, he

reported that Alliance Parking has paid the parish council the outstanding revenue up to the end of August 2025 but the indirect contract through them to Just Park did not end until the end of September for which we have not yet been paid.

He also reported that total income for 2025 (before costs and deduction of VAT) was £15306, compared with £13903 in 2024 but there was no charge in January and February 2024. The figures for these months in 2025 totalled £700, so the remainder of the year showed an increased revenue of £700. Charge rates were unchanged between 2024 and 2025.

He further reported that the running costs relating to the car park are as follows:

- Car Park Machine charges from AIB – approx. 2.5%, totalling approximately £500, paid to them monthly from our bank account.
- Payment to JustPark – 3% per transaction, taken by them before payments to us
- Car Park Machine Maintenance Contract – approximately £1000/yr
- Internet Costs for the Card Machine – as per contract re-negotiated by Councillor P Meredith - £96.23 per month. BT has now refunded the excess charges that they took – a refund of £1317. Giles Harrison continues to pay 50% of the cost.
- Electricity to the Boatwatch Hut, to power the card machine – approx. £250/yr.

Councillor N Smith reported that he has circulated a modified parking permit application form. It was proposed by Councillor C Taylor and seconded by Councillor S Hubner that this form be adopted but will only be relevant for car park permits for Golant Halt car park as reference to the Village Green parking will be omitted from the form. All councillors voted in favour of the proposal. The proposal was therefore carried. It was proposed by Councillor N Smith and seconded by Councillor S Hubner that Councillor S Hubner be authorised to purchase vinyl stickers in two different colours which will be used by the Clerk to issue parking permits. All councillors voted in favour of the proposal. The proposal was therefore carried.

Some discussion took place regarding the legal status of the village green car park. Councillor N Smith said that he had obtained a Statement of Truth from Graham Estlick saying that the village green car park has only ever been used as a boat store/car park since 1965. He said this pre dates the registration of the village green in 1968. He said

that it may be potentially unlawful to park in this area which the parish council is actively encouraging by issuing permits for its use as a car park. It was agreed that there would be a hiatus on issuing permits for parking in the village green car park until further investigation by Councillors P Meredith and N Smith are undertaken as to the land's legal status. However, the current village green parking permits will still be valid during the hiatus period.

14. Public Toilet

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

Councillor P Meredith said that following the commencement of the strip out, it was decided that the removal of the existing tiles would wreck the wall resulting in a re-render and excavation to re-position the soil pipe. Therefore, the solution was to bring forward the rear wall 120mm with stud work and to cement board all the walls giving a perfect surface to apply a resin finish. He said that due to extreme weather conditions and moisture levels, the building is being dried out to a moisture level to apply the resin finish which is expected to be towards the end of this week and total refurbishment completion in the latter part of next week. He said that he will send out a Maurie Mail to inform the Village residents of extended toilet closure, giving a new reopening date of Monday 9th February 2026.

It was agreed that a baby changing facility and an emergency pull cord would not be installed at the present time. The Clerk said that she has not received any correspondence from persons interested in the toilet cleaning contract.

15. Kayak Storage Facility

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

Councillor S Hubner said that he is expecting £1160 in income from the facility. He said that 4 people have not paid for storage of their kayaks. Councillors C Taylor and S Hubner said they would follow up this matter. Councillor S Hubner said that the facility may be oversubscribed so extra racking is required to the rear of the building which he said would cost approximately £500.

16. Village Green and Playground

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

Councillor N Smith said that the grass cutting contract will be considered at the next meeting of the parish council.

17. Highways

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

It was noted that Cornwall Councillor Ian Wilson is arranging a meeting with Rachael Tatlow to discuss the Castledore Crossroads. It was agreed that she could look at Torfrey Crossroads at the same time.

Councillor P Meredith said that parishioners are concerned about the blocked drains. It was agreed that these have to be reported via Cornwall Council's portal.

The Clerk said that she would circulate details of the contact at Cormac for obtaining road grit/salt together with the price for a 1 tonne dumpy bag of grit/salt. Councillor P Meredith said that he would ask AVB if the salt/grit could be stored on his land.

18. Footpaths and Benches

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

It was noted that the tender for the works on the Upper Downs Path, supported by the extended LMP grant, went out in early December. It was sent to three appropriate local companies, with a closing date of 19th December 2025, then extended by request from one tenderer to 23rd December 2025. Only one Company, Cornwall Landscaping, submitted a bid, which was compliant with the contract conditions so by e-mail exchange in early January 2026, agreement was reached by councillors to award the contract to Cornwall Landscaping.

Councillor C Taylor reported that some work on trees and path clearance, which forms part of the contract, has been carried out in the wake of recent storms but the bulk of the work, particularly the steps, is expected to be carried out in February, weather permitting. He extended thanks, on behalf of the parish council, to David and Karen Johns and Cornwall Landscaping for their help in clearing the fallen trees.

Councillor C Taylor said that parishioners reported that the path was obstructed on the Sawmills side of the Downs path. It was agreed that this is the responsibility of Cornwall Council.

Councillor S Hubner said that the signage on the Saints Way needs to be refreshed which is being pursued by Councillors C Taylor and D Bonsall.

It was noted that the footpath sign at the end of Tinney's Lane requires replacing. Councillor N Smith said that he would report this to Cornwall Highways.

19. Date of next meeting

To confirm the date and venue of the next meeting on Tuesday 24th February 2026 commencing at 7pm in Golant Village Hall.

The date and venue of the next meeting was confirmed as Tuesday 24th February 2026 commencing at 7pm in Golant Village Hall.

The meeting was closed at 9:05pm.

ST SAMPSON PARISH COUNCIL MEETING

27th January 2026

ACTION POINTS

<u>Minute Number</u>	<u>Action</u>	<u>by Whom</u>
4	AVB to provide quotation for works to improve parking on village green	NS

4	Contact Rachael Tatlow regarding a on site meeting to discuss Torfrey Crossroads CT	
4	Post agenda on VH notice board before each Meeting	NS
8	Include emergency numbers provided by Cornwall Council in Emergency Plan	DB
9	Set up Simon Hubner as authoriser of payments with Unity Trust Bank	DB/SH
10	Circulate draft reserves policy	NS
11	Read draft document storage policy	ALL
12	Ascertain legal status of Village Green Car park	NS/PM
15	Chase non-payers of kayak storage facility	CT/SH
17	Circulate details of how to obtain road grit/salt and the price	SB
17	Ask AVB if road grit/salt can be stored on his land	PM
18	Report damaged sign at end of Tinny's Lane to Highways	NS