

**MINUTES OF THE ST SAMPSON PARISH COUNCIL MEETING HELD ON TUESDAY, 24TH FEBRUARY 2026 AT 7PM IN GOLANT VILLAGE HALL, GOLANT**

**Present:** Councillors C Taylor, N Smith, P Meredith, C Gabb and S Hubner.

Sue Blaxley (Parish Clerk/RFO)  
Cornwall Councillor Ian Wilson

**1. Apologies**

Apologies were received and accepted from Councillor D Bonsall.

**2. Election of Chairman**

It was proposed by Councillor S Hubner and seconded by Councillor P Meredith that Councillor C Taylor be elected as Chairman. No other nominations were received. All Councillors voted in favour of the proposal. The proposal was therefore carried.

**3. Election of Vice Chair**

It was proposed by Councillor N Smith and seconded by Councillor C Taylor that Councillor S Hubner be elected as Vice Chair. There were no other nominations and the proposal that Councillor S Hubner be elected as Vice Chair was carried unanimously.

**4. To confirm the minutes of the meeting held on Tuesday 27th January 2026**

The minutes of the meeting held on Tuesday 27th January 2026, having previously been circulated, were agreed as an accurate record.

**5. Declaration of interest in items on the agenda**

Councillors P Meredith and S Hubner declared an interest in item 11 on the agenda.

**6. Matters arising from the previous meeting**

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

- Councillor N Smith reported that AVB has not yet provided a quotation for works to improve the parking area on the village green.
- Councillor C Taylor reported that Rachael Tatlow has said that there are no traffic issues at the Castledore junction worthy of a site visit. This is relevant as councillors were going to attend the meeting that Rachael Tatlow had with Cornwall Councillor Ian Wilson and discuss Torfrey Crossroads at the same time but this meeting did not happen as Rachael Tatlow did not feel the meeting was necessary. It was agreed that Councillor S Hubner would arrange a site meeting for councillors to agree the problems with this junction and send the specific points to Rachael Tatlow.
- Councillor N Smith said that he has posted the agenda on the VH notice board before the meeting.
- It was noted that Councillor D Bonsall has not yet included the emergency numbers provided by Cornwall Council in the Emergency Plan
- Councillor S Hubner said that he was now an authoriser of payments with Unity Trust Bank. It was agreed that only one councillor needs to authorise the payments as there is a 2-stage secure process in place as the Clerk sets up the payments (but cannot authorise them) and a councillor (SH/DB) authorises the payments (but cannot set them up).
- Councillor N Smith reported that he has circulated the draft reserves policy and it was agreed that the document storage policy will be discussed at the next meeting of the parish council
- Councillor N Smith reported that he has undertaken extensive research on the status of the village green. He explained that the parish council owns the land and are caretakers of it. He said that, in 1968, the land was registered as a Village Green and the legality of allowing parking on the land is questionable. Some discussion took place regarding this matter and it was agreed that Councillor N Smith would circulate his findings regarding this matter to all councillors so that, at the next meeting, an informed decision as to whether legal advice is needed will be made.
- Councillor S Hubner reported that he is in the process of chasing the non-payers of the kayak storage fees
- Councillor P Meredith reported that the cost of 40 25kg bags of grit/salt is £270 plus VAT. It was proposed by Councillor C Taylor and seconded by Councillor N Smith that Councillor P Meredith be authorised to purchase the grit/salt. All councillors voted in favour

of this proposal. The proposal was, therefore, carried. Councillor P Meredith said that Andrew Van den Broek will allow the grit/salt to be stored on his land.

- Councillor N Smith said that the damaged sign at the end of Tinny's Lane is a timber footpath sign and is not the responsibility of Highways. Councillor S Hubner said that this sign will be part of the overall improvements to the Saints Way signage.

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

None

### **7. To receive the Chairman's Communications**

#### **To receive and consider matters of particular concern raised by parishioners and which are not included as agenda items**

The Chairman reported that he had received a communication from a parishioner that trees were blocking the footpath to Penventinue. He said that he has actioned this matter. He said that a parishioner was concerned that the road sweeping in Golant was inadequate. The Chairman reported that the roads have now been swept. In addition, Councillor C Taylor reported that a parishioner was concerned about the waterfall onto Water Lane. It was agreed that Councillor C Taylor would contact the owner of the land from where the water is emanating. It was agreed that the content that the Chairman includes in Golant Pil would be discussed at the relevant meetings of the parish council.

### **8. To answer any questions from Councillors, previously notified to the Clerk**

None

### **9. To receive a report from the Clerk**

The Clerk apologised for not using the .gov.uk email address. She said that she would seek further assistance from Councillor D Bonsall.

### **10. To receive a report from the Cornwall Councillor**

Cornwall Councillor Ian Wilson reported as follows: "Although not directly related to Golant per se, Par Beach which is used by many residents of

Golant has undergone a very controversial project of clearing invasive species. This has resulted in many angry complaints. Many, myself included, are happy to be convinced this work was necessary, but question the method used. The total destruction to untold other species of plants, small mammals, amphibians and insects seems completely at odds and disproportionate to the stated aims of the project. I have started an investigation into how this work was planned, approved and carried out. I am also calling for far greater transparency and public consultation before any similar work begins in future.”

#### **11. To authorise the signing of orders for payment, including -**

Mrs S Blaxley (Salary and Expenses) - £480.53  
Cornwall Pension Fund (Pension Contributions) - £93.84  
Flowbird Smart City (Car Parking Machine) - £26.88  
Flowbird Smart City (Maintenance Contract) - £542.26  
Simon Hubner (Parking Permits) - £132.24  
Golant Village Hall (Hall Hire) - £120.00  
Paul Meredith (Toilet Refurbishment) – £46.64  
Paul Meredith (Toilet Refurbishment) - £23.64  
Duraflake Limited (Toilet Refurbishment) - £1640.40  
Source for Business (Water for Toilet) - £21.64

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

Councillor N Smith said that the Treasurer of Golant Village Hall thanked the parish council for using the Village Hall for parish council meetings. He said that the Village Hall has not yet received payment for the Broadband for the Village Hall for this year. The Clerk asked Councillor N Smith to ask them for an invoice.

#### **DIRECT DEBITS – JANUARY 2026**

AIBMS (Car Parking Machine) - £29.73  
Intuit Ltd (Quickbooks) - £19.20  
British Gas (Electricity for Toilet) - £15.07  
HMRC (PAYE) - £147.60  
Unity Trust Bank (Bank Charges) - £6.00

#### **12. Banking**

## **To receive and consider matters arising relating to the banking arrangements**

Councillor S Hubner said that it would be beneficial to have a deposit account for ringfenced reserves and reserves that the parish council may accrue. He reported that Unity Trust Bank have a number of options which he detailed. It was proposed by Councillor S Hubner and seconded by Councillor N Smith that a 32-day notice deposit account be opened which has a 2.7% gross interest rate. All councillors voted in favour of this proposal. The proposal was, therefore, carried. Councillor S Hubner said that he would progress this matter.

It was proposed by Councillor N Smith and seconded by Councillor S Hubner that the reserves from the playground donations in the sum of £5292 be deposited in this account. All councillors voted in favour of this proposal. The proposal was, therefore, carried.

Councillor S Hubner said that Unity Trust Bank offer a purchasing debit card. The Clerk said that she would investigate this matter.

## **13. Finance and Budget**

### **To receive and consider the current statement of accounts and to receive and consider the budget for 2026/27**

The Clerk reported that, as at, 31<sup>st</sup> January 2026, the bank account balanced at £18, 897.17 with income having been received as follows: £370.52 from the car parking machine, £360.00 from the kayak store and a refund from BT in the sum of £1317.18.

Councillor N Smith reported that, in consultation with councillors and the Clerk, the budget for 2026/27 has been prepared as follows:

The 2026/27 budget projects an expenditure of £23,743 (up £1893 from £21850 for 25/26, an 8.7% increase). The increase is the result of typical inflationary pressures along with changes in the mandated governance and the need to build reserves. It is anticipated that the parish council will start the financial year with a combined reserve (Earmarked and Ringfenced) of £6383 (down £3501 on the year principally due to spending the remainder of the CIL levy on the toilet refurbishment) - £5292 of this sum being ringfenced for the Playground. Therefore, it is projected that an income of £23,895 will be required for the coming

year (up £2755 from £21140 for 25/26, an 13.0% increase), necessitating an increased annual Precept to £7625 (up £1525 from £6100 last year, an increase of 25%). This results in the cost of the Precept to the Band D rate payer would be  $\text{£}7625/187 = \text{£}40.78$  (and increase of  $\text{£}8.67$  per year over  $\text{£}6100/190 = \text{£}32.11$ ), having taken account of the change in the number of Band D equivalent properties in the Parish (eg 187 down from 190).

Councillor S Hubner said that an upgrade to Quickbooks is necessary to enable more efficient accountancy. It was proposed by Councillor P Meredith and seconded by Councillor N Smith that the Clerk upgrades Quickbooks to Quickbooks Plus which will allow for more than 1 user, will give access to budget reports and connects to the bank account. All councillors voted in favour of the proposal. The proposal was, therefore, carried.

#### **14. Policies**

**To receive and consider the following policies:**

##### **Investment Policy**

The Investments Policy was circulated to all councillors prior to the meeting. It was proposed by Councillor P Meredith and seconded by Councillor C Gabb that this policy be adopted. All councillors voted in favour of the proposal. The proposal was, therefore, carried.

##### **Reserves Policy**

The Reserves Policy was circulated to all councillors prior to the meeting. It was proposed by Councillor S Hubner and seconded by Councillor C Gabb that this policy be adopted. All councillors voted in favour of the proposal. The proposal was, therefore, carried.

It was agreed that these policies will be published on the parish council's website on 1<sup>st</sup> April 2026.

##### **Financial Risk Assessment 2026/27 and Health and Safety Risk Assessment 2026/27**

These policies were circulated to all councillors prior to the meeting. It was agreed that these policies will be deferred for adoption until the next meeting of the parish council.

The Chairman thanked Councillor N Smith, on behalf of the parish council, for his hard work in drafting these policies.

## **15. Website**

### **To consider adding a FAQ page to the website**

Some discussion took place regarding the excessive content on the parish council's website and it was agreed that the content needs re-organising to make it more user friendly. It was agreed that Councillor S Hubner would look at the content of the website and that the FAQ page would be added to the website when a decision has been made as to where it should go on the website. The matter will be discussed again at the next meeting of the parish council.

## **16. Internal Auditor**

### **To appoint an Internal Auditor for 2025/26**

The Clerk reported that Linda Coles, who has undertaken the parish council's internal audit, for the last few years, would be happy to continue in this role. It was proposed by Councillor C Taylor and seconded by Councillor C Gabb that Linda Coles be appointed as the Internal Auditor for 2025/26. All councillors voted in favour of the proposal. The proposal was, therefore, carried. The Clerk said that she would write a formal letter of appointment to Linda Coles.

## **17. Golant Car Park**

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

It was noted that Andrew van den Broek will finish the removal of the railings to the rear of the car park and he will tarmac over the resultant holes. Councillor S Hubner said that the foliage growing through the fence requires cutting. Councillor C Taylor said that he will send out a Maurie Mail reminding parishioners to apply for parking permits and that he will contact Alliance Parking to inform them that, due to a delay in the new permits being issued, the existing permits will still be valid until further notice.

## **18. Public Toilet**

## **To consider the cleaning contract for 2026/27**

Councillor P Meredith said that the current contractor has not provided a quotation for 2026/27. Some discussion took place regarding the notice period required to terminate this contract. It was agreed that the cleaning contract will be discussed at the next meeting of the parish council.

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

Councillor P Meredith said that refurbishment of the public toilet is nearing completion.

## **19. Kayak Storage Facility**

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

None

## **20. Village Green and Playground**

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

Councillor N Smith said that he will draft a grass cutting contract for consideration at the next meeting of the parish council. Councillor C Taylor said that the grass will be cut before Easter, weather permitting. Councillor N Smith said that there is a lot of debris, including logs, on the village green. He confirmed that he checks the play equipment every 2 weeks.

## **21. Highways**

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

It was noted that, following reporting to Cornwall Council that the roads in the parish needed sweeping, they were swept very promptly which was very much appreciated.

## **22. 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, was awarded to Cornwall Landscaping.

Councillor C Taylor reported that the tree clearance, as identified, has been completed as well as the widening of the path to the mandatory width. He said that the works to replace the steps have commenced and that the works are on schedule. He said that the unsafe benches on the Downs will be removed as the work progresses. Councillor S Hubner suggested that parishioners may want to sponsor a bench to replace those which have been removed. Councillor C Taylor said that he would identify suitable sites.

## **23. Village Hall Representative**

### **To appoint a representative for the Village Hall Committee**

It was proposed by Councillor S Hubner and seconded by Councillor C Taylor that Councillor N Smith be appointed as the representative for the Village Hall Committee. All councillors voted in favour of the proposal. The proposal was, therefore, carried.

## **24. Co-option**

### **To receive and consider applications for co-option onto the parish council**

None

## **25. Date of next meeting**

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

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

The meeting was closed at 8:50pm.

## **ST SAMPSON PARISH COUNCIL MEETING**

**24th February 2026**

### **ACTION POINTS**

<b><u>Minute Number</u></b>	<b><u>Action</u></b>	<b><u>by Whom</u></b>
6	AVB to provide quotation for works to improve parking on village green	NS
6	Arrange councillors site meeting to discuss Torfrey Crossroads	SH
6	Include emergency numbers provided by Cornwall Council in Emergency Plan	DB
6	Circulate findings as to legal status of VG to all councillors	NS
6	Purchase grit/salt	PM
6	Chase non-payers of kayak storage facility	SH
7	Contact landowner regarding the waterfall onto Water Lane	CT
11	Ask VH for invoice for Broadband	NS
12	Open deposit account	SH
12	Investigate purchasing debit card	SB

13	Request Quickbooks upgrade	SB
13	Examine content of website	SH
16	Write letter appointing Internal Auditor	SB
17	Send out Maurie Mail reminding parishioners to apply for parking permits	CT
17	Inform Alliance Parking that 2025/26 parking permits are still valid	CT
22	Identify sites on Downs for replacement Benches	CT