

**MINUTES OF THE ST SAMPSON PARISH COUNCIL MEETING HELD
ON TUESDAY, 28TH JULY 2026 AT 7PM IN GOLANT VILLAGE
HALL, GOLANT**

Present: Councillors C Taylor, N Smith, C Gabb, P Meredith, D Bonsall and S Hubner.
Cornwall Councillor Ian Wilson and Arlene Wilson, Fayre Hardy
Sue Blaxley (Parish Clerk/RFO)

Councillor N Smith said that he was recording the meeting to facilitate minute taking.

Public Participation

Fayre Hardy thanked the Clerk for her hard work. She also thanked the parish council for the decision they made at the extra ordinary meeting regarding the planning application at Paradise Cottage. She said that it would be a good idea if a Community Police person attended the coffee mornings in Golant. Councillor C Gabb said that the police are happy to talk to local communities.

1. Apologies

None

2. To confirm the minutes of the meeting held on Tuesday 21st July and Tuesday 28th July 2026

The minutes of the meetings held on Tuesday 21st July and Tuesday 28th July 2026, having previously been circulated, were agreed as an accurate record.

3. Declaration of interest in items on the agenda

Councillor C Taylor declared an interest in item 9 on the agenda.

4. Planning

To receive and consider the following planning application:

PA26/04036 - Change of use from self-catering holiday unit to residential at Coach's Rest Penquite Farm Church Hill Golant

It was noted that there are no comments from the public on Cornwall Council's planning portal. Councillor C Gabb said that at least someone will be living in Coach's Rest if the application is approved. It was agreed that the site benefits from all amenities including parking. It was proposed by Councillor N Smith and seconded by Councillor C Gabb that the application be supported. All councillors voted in favour of the proposal. The proposal was, therefore, carried.

5. Matters arising from the previous meeting

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

- Councillor P Meredith reported that he has not purchased the grit/salt but will do in October
- Councillor D Bonsall said that the matter of whether there is a housing requirement for the parish will be dealt with under the relevant agenda item
- Councillor C Taylor said that he has not yet spoken to Cornwall Council about the water fall onto Water Lane
- The Clerk said that she has not yet set up a direct debit payment to Flowbird
- Councillor N Smith said that he has uploaded the IT policy onto the website and that Western Web has set up FAQ page on the website
- Councillor D Bonsall said that he has not yet set up a document storage area for the Clerk/Chair's viewing only and he questioned why this was necessary. Councillor C Smith said that it is necessary for Data Protection. It was agreed that clear guidelines should be established as to what this storage area would include and what its purpose is.
- Councillor D Bonsall said that he did not think there are any vulnerabilities in the website
- Councillor C Taylor said that he has not yet written a letter to the new owners of Sawmills requesting the removal of the bins from the car park
- Councillor P Meredith said that the cost of additional kayak racking would be approximately £500 and stickers for the kayaks would be inexpensive
- Councillor N Smith said that he has not purchased an "Access Only" sign for the Village Green car park. He said that the area has returned to normal levels of usage after Easter

- Councillor P Meredith said that he would purchase gravel for the Village Green access area at the end of the summer
- Councillor C Taylor said that he has not yet sent out a Maurie Mail asking landowners to cut the vegetation on Church Hill. Councillor S Hubner said that maybe parishioners do not realise it is their responsibility. Councillor C Taylor said that he will put this item in Golant Pil magazine and make it clear where responsibility for this lies.
- Councillor S Hubner said that one of the signs on the Saints Way is still to be erected but he is waiting for the ground to be softer. It was noted that this path is through a potato field and is barely discernible. Councillor D Bonsall said that the landowner would be amenable to cutting a path
- Councillor D Bonsall said that new benches cannot be part of an enhanced LMP grant
- Councillor C Taylor said that he has not advertised the vacancy on the parish council but will do in the Golant Pil

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

None

6. 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 has received one communication regarding encroachment. In addition, he said that he has received an email from a parishioner who has received a parking fine from Alliance Parking but her permit was on display at the time. Councillor C Taylor said that he has explained that she has to deal with Alliance Parking regarding this matter. Councillor D Bonsall said that it may be useful to have St Sampson Parish Council written on the permit and possibly the Just Park location code.

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 said that it is very important to report incidents of anti-social behaviour to the Police and get a crime number. He explained that new government legislation prohibits members to take small developments (under 10 houses) to Planning Committees in order to speed up the planning process. He said that the Leader of Cornwall Council is going to write to Westminster and make a formal complaint regarding this matter.

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

Mrs S Blaxley (Salary and Expenses) - £484.20
Cornwall Pension Fund (Pension Contributions) - £102.18
Source for Business (Water for Toilet) - £42.27
Western Web (Renewal of Cloud email account) - £164.40
Fowey Harbour Commissioners (Electricity for Boatwatch Hut) - £75.23
C J Taylor (Grass Cutting – Village Green/Strimming - Upper Downs and Tinneys Lane - £450.50
Flowbird Smart City (Car Parking Machine) - £67.87
C J Taylor (Grass Cutting) - £165.00
Carol Tabb (Toilet Cleaning) – £208.00

DIRECT DEBITS – JUNE 2026

Ionos Cloud - £24.00
British Telecom (Car parking Machine) - £99.83
AIBMS (Car Parking Machine) - £38.04
Intuit Ltd (Quickbooks) - £67.20
British Gas (Electricity for Toilet) - £16.31
Unity Trust Bank (Bank Charges) - £7.00

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

It was agreed that the Clerk would set up a variable direct debit to pay Flowbird and Source for Business.

11. Finance

To receive and consider the current statement of accounts

The Clerk reported that income in the sum of £1855.12 had been received from the car parking machine. She said that the accounts balance at £15,750.62. However, £1200 is the asbestos grant, £5292 is ringfenced for the playground, £500 for elections and there is a general reserve of £14,251.

12. Neighbourhood Development Plan

To receive and consider matters arising relating to the Neighbourhood Development Plan

Councillor D Bonsall reminded councillors that the Neighbourhood Development Plan for Golant is not “saved”. He said this is because, in the plan, no specific sites for development have been identified. He said that plans that have identified such sites are “protected” but this protection only lasts 5 years. He said that the Golant Neighbourhood Development Plan was collated in 2021 so had it been protected, this protection would now have expired. He said that Neighbourhood Development Plans cannot be updated until the new CLP is published in 2029.

He said that planning officers are not legally required to take the Neighbourhood Development Plan into account when considering planning applications (although it can be referenced in planning consultation responses) unless it is put into a Neighbourhood Priority Statement which would specify “things” the community would want to see happen, such as the provision of amenities. This would necessitate going through the same process as the Neighbourhood Development Plan. Councillor D Bonsall said that as the parish is in an AONB, there is little to gain by having a Neighbourhood Priority Statement.

It was agreed that Councillor D Bonsall would summarise the above information on the website.

13. Recruitment

To receive and consider the recruitment process for the Clerk/RFO and to receive and consider a Staff Recruitment and Selection Policy and Procedure

Councillor N Smith said that he has circulated a draft copy of a Staff Recruitment Policy to all councillors which is based on the CALC template. He said the published Recruitment Manual refers to the necessity to have a Staffing Committee (in our case, 3 councillors) to oversee personnel issues. He said that he has drafted the Staffing Committee's Terms of Reference. It was proposed by Councillor D Bonsall and seconded by Councillor C Taylor that a Staffing Committee be established comprising Councillors N Smith, S Hubner and C Gabb. All councillors voted in favour of this proposal. The proposal was, therefore, carried. The Clerk said that this committee will have to operate in the same way as the parish council with agendas and minutes being published, the meetings be open to the public (unless there are Part 2 items) and all recommendations are ratified by the full parish council.

It was agreed that all councillors should read the Recruitment Policy Manual.

Councillor N Smith said the aim is to get into a position to appoint a new Clerk.

In the meantime, it was proposed by Councillor C Taylor and seconded by Councillor C Gabb that Councillor N Smith be appointed interim Clerk and it was proposed by Councillor D Bonsall and seconded by Councillor N Smith that Councillor S Hubner be appointed interim RFO. All councillors voted in favour of these proposals. The proposals were therefore carried.

It was agreed that Councillor D Bonsall would make an application to Unity Trust Bank to change the rights on the bank account to reflect these changes and set up Councillor N Smith as a new user.

14. Golant Car Park

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

Councillor D Bonsall said that the paper roll in the car parking machine could do with being changed. It was agreed that Councillors D Bonsall and S Hubner would action this. Councillor D Bonsall said that the

revenue from the car parking machine was good in June, being £500 more than June 2025.

15. Public Toilet

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

Councillor P Meredith reported that blockages are occurring on a frequent basis between the two manholes due to a dip between the two manholes and that SSW will repair this in due course. He said that SSW take responsibility for flushing out the pipe at no charge to the parish council on an automated 5-day system. Councillor P Meredith said that he and Cynthia Tabb have cleaned the hedgerow between the toilet and the Boatwatch Hut. The Chairman thanked Councillor P Meredith and Carol Gabb, on behalf of the parish council, for undertaking this work.

16. Kayak Storage Facility

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

Councillor P Meredith said that he has identified which kayaks belong to whom in the store. He said that the next stage is to put stickers on the kayak to match the kayak with its storage position. Councillor S Hubner said that the area to the rear of the kayak store still requires cleaning. Councillor D Bonsall said the outside rack is cracked.

17. Village Green and Playground

To receive and consider any matters relating to the Village Green

It was agreed that the Village Green could be used for the Carnival events and for a table tennis tournament. Councillor C Taylor said that he will tidy up the grass, where necessary, prior to the carnival.

18. Highways

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

Councillor N Smith said that the consultation on the 20mph limit closes on 29th July 2026. It was noted that Cornwall Council has inspected the subsiding road on Church Hill.

19. Footpaths and Benches

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

Councillor C said that the Upper Downs path requires another strim. Councillor D Bonsall said that CCTV now covers the frape walkway and the north end of the Pil.

Councillor P Meredith said that brambles from the railway track are coming through the fence. It was agreed that Network Rail would attend to this.

20. Co-option

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

None.

21. Date of next meeting

To confirm the date and venue of the next meeting on Tuesday 22nd September 2026 commencing at 7pm in Golant Village Hall.

The date and venue of the next meeting was confirmed as Tuesday 22nd September 2026 commencing at 7pm in Golant Village Hall.

The meeting was closed at 8:50pm.

ST SAMPSON PARISH COUNCIL MEETING

28th July 2026

ACTION POINTS

<u>Minute Number</u>	<u>Action</u>	<u>by Whom</u>
5	Purchase grit/salt	PM
5	Speak to Cornwall Council about water fall onto Water Lane	CT
5	Set up document storage area for Clerk/Chair's viewing only	DB
5	Letter requesting removal of bins from car park	CT
5	Order gravel for Village Green access road	PM
5	Put tem in Golant Pil magazine asking landowners to cut vegetation on Church Hill	CT
5	Erect sign on Saints Way	PM/DB
5	Send out Maurie Mail advising parishioners of vacancy on parish council	CT
9	Set up DDs to pay Flowbird and Source for Business	SB
12	Summarise information regarding Neighbourhood Plan on website	DB
13	Read Recruitment Policy manual	All

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| 13 | Make application to Unity Trust Bank to change rights on bank account and set up Councillor N Smith as a new user | DB |
| 14 | Change paper roll in car parking machine | DB/SH |