ST SAMPSON PARISH COUNCIL

www.stsampsonparishcouncil.gov.uk

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MINUTES OF THE ST SAMPSON PARISH COUNCIL MEETING HELD ON TUESDAY, 27th OCTOBER 2026 AT 7PM IN GOLANT VILLAGE HALL, GOLANT -MINUTE REFERENCE 2606

Present: Cllrs C Taylor (Chair), S Hubner (Vice-Chair & Interim RFO), N Smith (Interim Clerk), D Bonsall, C Gabb, P Meredith, S Eustice
Cornwall Cllr Ian Wilson

Public Participation
None.

1	**Apologies for absence** None
2	**Declaration of Interests** in items on the Agenda None
3	**To confirm the minutes of the meeting held on Tuesday 22nd September 2026 (minute reference 2605)** It was **Resolved** that the minutes as above, having previously been circulated, were agreed as an accurate record, subject to the following corrections. - It was to be recorded that under Item 8 Finance it should read "*this figure contains Council Reserves; £1200 is the asbestos grant, £5292 is ringfenced for the playground, £500 for elections and there is a general reserve of £7259, giving a total reserve of £14,251"* Proposed Cllr Hubner / seconded Cllr Bonsall. Unanimously agreed.
3a	**Matters arising from the previous meeting** **to receive and consider reports on the Action points from the previous meeting, not to be covered elsewhere on the agenda** Cllr Eustice reported continuing issues with sending email from her phone and full access to HiDrive. Cllr Eustice and Cllr Taylor to liaise with Cllr Bonsall to resolve issues. It was acknowledged that it was too complex to maintain a fully functioning shared calendar and agreed that the Clerk should still maintain one. Details of how to share webmail Calendar to be forwarded to just the Clerk. DB to **action**
4	**Cornwall Cllr's Report** Agenda item deferred until later in the meeting (see 5a) – awaiting Cllr Wilson's arrival.
5	**Planning** **To receive and consider the following planning application:** **PA26/06471 – Proposal: Two storey side extension, single storey rear extension and detached garage/store, Lantor Golant Fowey PL23 1LA** It was noted that there were no Comments posted on the Planning Portal. The size of the proposed development relative to the existing building was also noted, but it was agreed that if relevant this would be a matter for Planning to consider. Councillors found no grounds for objection and support of the application was proposed Cllr Taylor/seconded Cllr Hubner. Support for application unanimously agreed. The proposal was therefore, carried and the Clerk was instructed to inform the planning authority of the SSPC's Support of the Application on the CC Planning Portal. Recent decisions of the planning authority were **noted** as follows: None

5a	**<u>Cornwall Cllr's Report</u>** Agenda item deferred from earlier in the meeting – awaiting Cllr Wilson's arrival. Whilst not within our Parish, Cllr Wilson thought we'd be interested to learn that; Cornwall Council agreed to reduce the B3269 speed limit through Newtown to 30 mph. Cormac will develop marking and signage proposals with consultation involving the Town Council and residents. The seasonal B24B bus service to Polkerris is financially weak but is not currently threatened. The council encouraged residents to support its continued existence. He also reported that he will be attending the Remembrance Service at St Andrew's Church Tywardreath this year and plans to attend St Sampson's Church next year.
6	**<u>Chair's Communications</u>** **to receive and consider matters of particular concern raised by parishioners and which are not included as Agenda items** The Chair reported that correspondence had once again been light; Cllr Gabb had reported the tree down on Torfrey Corner due to Storm Austen which was promptly dealt with by Cllr Taylor, Cllr Smith and helpers.
7	**<u>Clerk's report</u>** a) to answer any questions from Cllrs, previously notified to the Clerk None The Clerk reported that our copy of the P45 had now been received from Sue Blaxley. b) to **consider** suggesting the adoption of the EON account for electricity supply directly rather than paying via Fowey Harbour Commission, ultimately with a view of having a single source of supply (eg via current supplier to Toilet/Kayak Store - Ruby Energy). Cllr Smith asked if there was any concern that enquiry would provoke a review of rental arrangements with Boatwatch. Cllr Bonsall was confident in saying that would be extremely unlikely. It was therefore **agreed** to pursue taking over direct responsibility for the electricity supply in the Boatwatch Hut with Fowey Harbour Commission and Ruby Energy. Proposed Cllr Meredith / seconded Cllr Eustace. Unanimously **agreed**. **Action** Cllr Bonsall to contact Fowey Harbour Commission, Cllr Meredith to contact Ruby Energy. c) **resolve** to change contact information on the BT Account (for Boatwatch Hut) and to **consider** adopting directly the BT line in the Village Hall **Action** Cllr Meredith to contact BT. Discussed taking responsibility for the telephone and data account for the Village Hall (already funded by the Parish Council as part of the Emergency Plan arrangements). It was agreed to contact the Village Hall about taking over direct responsibility for the account. Proposed Cllr Meredith / seconded Cllr Eustace. Unanimously **agreed**. **Action** Cllr Bonsall to contact Village Hall/BT. d) **resolve** to approve request to renew subscription for McAfee Antivirus on Clerk's laptop (– 3+ years lapsed) – budget £24.99 for 1 year. Proposed Cllr Taylor / seconded Cllr Bonsall. Unanimously **agreed**. **Action** Clerk to purchase. e) **resolve** to purchase a copy of "Arnold-Baker on Local Council Administration" 14th Edition (aka the bible/yellow book) - £225.00 Proposed Cllr Taylor / seconded Cllr Gabb. Unanimously **agreed**. **Action** Clerk to purchase. f) **consider** a request to waive the parking charges in the Halt/Quay Car Park on the day of the Christmas Fayre (12th December) This request was discussed and compared to the many other events scheduled throughout the year. The request was **rejected** as acceptance would set a precedent and likely cause future requests many other village events.

8	**<u>Finance</u>** a) to **receive** a report from the RFO and consider the current statement of accounts The RFO reported that because we are for now operating without an employed Clerk/RFO would result in a budgetary surplus this year. RFO stated that in the absence of an alternative project the surplus could be used to build the Election Reserve (which is currently £3500 short of the recommended level). At next month's meeting we will be setting the 2027/28 Budget and he would be circulating a draft in preparation. He reiterated that all figures would be net of VAT. Cllr Hubner to **action** RFO reported that as of today, the current account held £10576, while the deposit account held £ 14251 (the reserves). b) **resolve** to approve quarterly reporting format, example previously circulated Adoption of the reporting format was unanimously **agreed** - Proposed Cllr Smith/ seconded Cllr Eustice. c) **resolve** to adopt amendments to Financial Regulations facilitating revised electronic payment processes, previously circulated Adoption of revised Financial Regulations was unanimously **agreed** - Proposed Cllr Smith/ seconded Cllr Taylor.
9	**<u>Schedule of Payments</u>**- **Resolved** to approve payments on the accompanying Schedule of Payments. Proposed Cllr Taylor, seconded Cllr Gabb. Unanimously **agreed**. Cllr Hubner/Cllr Bonsall to **action** payments
10	**<u>Staffing Sub Committee</u>** **Receive** verbal report from Staffing Committee Cllr Smith reported that a number of draft policy documents were being reviewed by the Staffing Committee and would be brought before the Full Council for adoption in due course. a) **resolve** to approve Cllr Eustice joining the Staffing Committee Appointed Cllr Eustice to the Staffing Committee Proposed Cllr Gabb/ Seconded Cllr Meredith. Unanimously **agreed**. Clerk to **action** b) **resolve** to adopt amendments to SSPC's Employer Pension Discretions Policy in line with Cornwall Pension Fund changes, previously circulated Cllr Smith reported that the draft was yet to be agreed by the Staffing Committee and suggested this agenda item be deferred until our next meeting. Clerk to **action** Cllr Bonsall reported that he had set up the Staffing Committee's shared storage space and it was now functional.
11	**<u>Neighbourhood Priority Statement/Development Plan</u>** to **receive** and consider matters arising relating to the NPS/NDP Cllr Bonsall reported that he and Cllr Gabb attended NPS Local Plan stakeholder workshop in Lostwithiel. It was a very interesting meeting where Lostwithiel Town Council presented their proposed NPS. This served to reinforce the view previously expressed that there was no current benefit in SSPC preparing our own. Cllr Bonsall said he would update the draft document containing our statement regarding the NPS with amendments following the Lostwithiel meeting and Cllr Smith's feedback. Once finalised it will be forwarded to the Clerk to publish on the website. **Action**: Cllr Bonsall & Clerk. Cllr Taylor said he would refer to the statement regarding the NPS in his next piece in the Pill: **Action** Cllr Taylor

12	**<u>Emergency Plan</u>** to **receive** and consider matters arising relating to the Emergency Plan In response to the promotion of Emergency Winter Preparedness referred to in Cllr Wilson's report, the Clerk reported that our website had been updated with links to current Cornwall Council advice regarding reporting incidents. Cllr Bonsall asked if there were any amendments that needed to be made to our own Emergency Plan. Cllr Smith observed that currently the Plan made no reference to the informal support network administered by the Village Hall and that he thought it should. It was agreed that following consultation with the Village Hall hopefully this could be rectified. **Action** Cllrs Gabb & Bonsall Cllr Taylor said Emergency Winter Preparedness would be the focus of his next piece in the Pill: **Action** Cllr Taylor
13	**<u>Village Green Usage</u>** to **receive** and consider requests to use the Village Green and **resolve** responses None
14	**<u>Highways</u>** to **receive** and consider any matters arising relating to highways in the Parish Cllr Meredith reported that that the grit/salt has been delivered. Cllr Taylor reported that the drain at the foot of the trees that were removed on Water Lane, Torfrey on 15th was had now been cleared. The Clerk reported that Highways had requested assistance on identifying ownership of land to the east of Church Hill below St Sampson Parish Church. The Clerk responded with details of who we believe the owner to be.
15	**<u>Reports from Cllrs on internal groups/projects</u>** to **receive** verbal reports if applicable from Cllrs on areas of assigned responsibility a) Golant Quay Car Park Cllr Meredith reported that the work to tidy up the vegetation around the car park was nearing competition – John Varcoe had kindly agreed to remove the last of the debris. The Council expressed thanks to Cllr Meredith and Cynthia Tabb all their hard work. Cllr Bonsall reported that a reserve router could be purchased for £30. However, he also stated that BT planned to bring fibre to the village next year which would require the replacement of existing router/s. Therefore, it was agreed not to purchase a backup router at this stage. The Clerk asked if the email from LDK Group Ltd (an alternative supplier to Alliance) had considered. Cllr Bonsall said that to the layout of our Car Park in relation to the access road to the Quay the use of pay-by-plate ANPR was not thought to be practical. Cllr Smith suggested that we research costs associated with converting the car park ticket machine over to 4G (the suppliers preferred transaction method due to reliability). This would entail sourcing a localised signal booster and if successful, the conversion of the car park ticket machine. This would potentially form a suitable project on which to spend the staffing underspend. Cllr Bonsall to **action**. Cllr Bonsall reported that revenue was in line with last year. b) Public Toilet Cllr Meredith reported that analysis of water consumption for the period May to October this year was down 13.5% on last year from 22 cubic metres and considering the perceived increased footfall this year, suggested that the refurbishment earlier in the year had resulted in a saving on current and future bills. c) Kayak Storage Facility Cllr Meredith reported that the outside storage to the rear of the Kayak Store/Toilet Block had been tidied and fresh slate chippings laid. Cllr Hubner reported that the Kayak Store Register will be maintained on the Council's HiDrive. d) Footpaths and benches

	Cllr Hubner reported the one remaining sign on the Saints Way has yet to be completed but will be now the ground has softened. Cllr Hubner to **action**. Cllr Bonsall reported that he will install remaining ''arrow' signs on footpath 421/3/1 via Lawhibbet Farm, as a parishioner had pointed out the lack of signage. Cllr Bonsall to **action**. e) Village Green and Playground Cllr Meredith reported that he hoped to be replacing the missing post supporting the chain o the edge of the green this week. Cllr Gabb reported that the side walls at the bottom of the large slide was showing signs of corrosion that potentially could cause injury to users. **Action** : Cllr Smith to investigate what remedial work to recommend.
16	**Reports from Council representatives to outside bodies** to **receive** verbal reports if applicable from Cllrs representing the Council on other bodies (e.g. Village Hall, CAP etc). Cllr Gabb advised there was nothing to report from either the Village Hall or the CAP meeting which was yet to take place this month. Cllr Taylor reported that once again he has secured a Christmas Tree suitable for the Green this year. He said that this would be delivered to the Green free of charge, but it would need to be erected and decorated by someone.
17	**Date of next meeting** to **note** the date, time and venue of the next meeting on Tuesday 24th November 2026, in Golant Village Hall commencing at 7pm.
18	**Public Bodies (Admissions to Meetings) Act 1960** to **resolve** that in view of the confidential/special nature of the business about to be transacted it is advisable that the press/public be excluded and instructed to withdraw during discussion on the following items: None.
	The meeting was closed at 9:04pm.

Signed: _____ **at a meeting of the Council dated:** _____

SCHEDULE OF PAYMENTS

Orders/invoices received since meeting held on TUESDAY, 22nd SEPTEMBER 2026 (minute reference: 2605)

Schedule of Payments

orders/invoices received since last meeting (as referenced above), under the following Powers of Expenditure (poe) –

Statutory Powers

a) *Mandatory*: Local Government Act 1972
b) *Recreation:* Public Health Act 1875
c) *Open Spaces:* Public Health Act 1875 & Open Spaces Act 1906
d) *Highways & Transport:* Highways Act 1980
e) *Public Conveniences:* Public Health Act 1936, Section 87
f) *Car Parking:* Road Traffic Regulation Act, Section 57

Discretionary Powers

g) Local Government Act 1972, Section 137

Including;

Neil Smith (Power Supply for Clerk's Dell Laptop) - £18.99 (£15.82 nett) – poe a

Walter Bailey (Slate Chippings) - £114.08 (£95.07 nett) – poe b

Cynthia Tabb Cleaning Services (Toilets) - £80.00 (£80.00 nett) – poe e

Please note: Additional payments may be presented at the meeting.

Payments made since the last meeting with prior approval

Date	Description	Reference	Sum	POE
23-Oct-26	Direct Debit (HMRC SDDS)	198920	181.40	a
22-Oct-26	Direct Debit (PENNON WATER SRVCS)	3243720601	59.00	e
19-Oct-26	Direct Debit (INTUIT LIMITED)	1X2Q124V1PPS63430K	67.20	a
16-Oct-26	Direct Debit (BT GROUP PLC)	VP93307770-000013	99.83	f
15-Oct-26	Direct Debit (AIBMS)	13815883	30.89	f
12-Oct-26	B/P to: HMRC VAT	396940248	1140.80	a
06-Oct-26	B/P to: Flowbird S C UK	STSA01	111.38	f
30-Sep-26	Service Charge		7.00	a
30-Sep-26	Direct Debit (IONOS CLOUD LTD.)	V11172047-69328817	24.00	a
25-Sep-26	B/P to: Cornwall Landscapi	GENERAL GRASS MAIN	391.50	b,c,d
25-Sep-26	B/P to: Flowbird S C UK	STSA01	111.89	f
25-Sep-26	B/P to: BDO LLP	1204131	252.00	a
25-Sep-26	B/P to: Cynthia Tabb	CLEANING	416.00	e
25-Sep-26	B/P to: S A Blaxley	SALARY/EXPENSES	304.13	a
25-Sep-26	B/P to: S A Blaxley	PENSION	84.50	a