

MINUTES of the ORDINARY MEETING OF ST JUST-IN-PENWITH TOWN COUNCIL  
held on Line, Zoom on Monday 8 February 2021 at 7.00pm

**THE LOCAL AUTHORITIES AND POLICE AND CRIME PANELS  
(CORONAVIRUS) (FLEXIBILITY OF LOCAL AUTHORITY AND POLICE AND  
CRIME PANEL MEETINGS) (ENGLAND AND WALES) REGULATIONS 2020 No.  
392**

Present

Marna Blundy Town Mayor  
Sue James Deputy Mayor

Councillors

Farmer Morris	Chris Denley
Jonathan Manser	Brian Clemens
Grenville Prowse	
Constance Moore	Zoe Baxter
Louise Paine	Debbie Shephard

TC.173 Public Address at Council Meetings

**Pre-Planning presentation** Luke Declan McFadden and Nathan Gilbert  
CGS Contractors and Celtic Turf Carbon Neutral Development.

S. Semmens attended

TC.174 Apologies for Absence

Apologies were received on behalf of Daisy Gibbs.

TC.175 Declarations of Interest

Marna Blundy Planning PA21/0065 (Neighbour).

TC.176 Dispensations

None.

TC.177 Minutes

**RESOLVED:** That, the Town Mayor signs as a true and accurate record the Minutes  
of the Ordinary Meeting of the Town Council held on 25th January 2021.

TC.178 Matters Arising

None.

TC.179 Finance

Accounts for Payment of £1,051.06 were presented for approval.

**RESOLVED:** To approve the payments **£1051.06.**

(a) Financial Assistance

The Town Council considered an application from Nets and Edges Table Tennis Club and decided not to award a grant at this time. The club is quite new and the need for additional equipment was not established. The Council would consider an application in two years' time in February 2023, if at that time, the club could demonstrate funding was needed.

(b) Letters of thanks:

None.

(c) Quarterly Report to 31 December 2020.

Opening balance on 1 April 2020 was £262,595.00.00 which includes petty cash of £89.55. In the Bank Accounts on 1 April 2020 was £277,491.07 less cheques written in March 2020 to be cashed in the new FY. We have spent £112,815.34 thus far to 31 December 2020.

The finances up to the end of Q3, show no individual cost headings causing any concerns at the 9-month point, in the financial year. The spend against budget is on the right course. Bank Accounts at 30 December 2020 were £7,657.44 and £444,987.37.

It was about the time to change the main banking arrangements to another bank from Barclays and Lloyds was the preferred option. The Clerk/RFO had researched this and advised the Audit Meeting in September that the plan was to move to Lloyd's Bank; who were now not accepting new Business Accounts during the Pandemic. However, the upside is we would need to re-submit a new mandate in May 2021 removing and adding new signatures, so waiting until May 2021 may be more beneficial and then do both at once. This will be recommended to that I.A Committee on 12 February 2021.

**Action Plan 20/21**

- Take on board the comments from the Audit Report held in September 2020.
- To continue to monitor and report back after each quarter **DOING**
- Set Council budget with the budget meeting in December and submit in January 2021. **DONE**
- Set and make Precept Demand in January 2021. **DONE**
- The Pendeen Playpark project was likely to be part funded from 2021/2 budget and a long-time reserve held.
- To continue discussions with Cornwall Council over the remaining devolution projects. **LAST MEETING 27 JANUARY 21 NEXT IN MARCH 21.**
- In the unlikely event the devolution projects did not happen, the Town Council would need to consider investing the £100k elsewhere. The Council Investment Strategy Policy was adopted in January 21. **INVESTMENT STRATEGY DONE**
- The devolution is most likely to happen in June/July 2021 in the Clerk's view given the current environment.

(d) Town Vitality Fund Bid

Sue James went through the Vitality Fund Bid document and highlighted the recent input from the Clerk/Councillors over wording and suggested amendments and then discussed the external support statements from partners such as the Tin Coast Partnership and Neighbourhood Plan. Sue obtained James Hardy the Community

Liaison Officer's supporting statement for the document. The Council also agreed to up to £5k support from CIL and/ or Community Grants for the project. The Council discussed the document and thanked Sue for her work on the bid document. The Council agreed the Bid Document and is to now submit the Bid Document following some minor changes later this week.

**Resolution:** Agreed the up to £5K financial support from CIL/Grants if required. The Town Clerk to submit the bid document later this week on behalf of the Town Council.

TC.180 Planning

Sue James read the following statement:

*As both a Cornwall Councillor and Town Councillor for the St Just-in-Penwith Division, I wish to make clear that any views and opinions expressed today will not affect my decision-making at a later stage of the planning process when I might have different information and be in a different role.*

### **Applications**

**15/21 Application:** PA20/10308

**Proposal :** Listed Building Consent: Emergency works and replacements of slate roof slopes to barn

**Location:** Botallack Barn, Botallack Manor Farm, St Just **(T. Cl. No Objection).**

**16/21 Application:** PA21/00190

**Proposal:** Siting of timber holiday pod and associated works

**Location:** Chyvounder, Bollowal, St. Just **(T. Cl. No Objection).**

**17/21 Application:** PA21/00165

**Proposal:** Replacement of 5 seasonal pitches with 3 static caravans for all year round use.

**Location:** Kelynack Caravan Park, Access to Green Acres, Crippas Hill, St. Just. **(T. Cl. No Objection).**

**18/21. Application:** PA21/00655

**Proposal:** Proposed front porch and replacement of concrete roof tiles with natural slate.

**Location:** .7, Botallack Moor, Botallack, St. Just. **(T. Cl. No Objection).**

Marna Blundy left the meeting before this application and re-joined after a decision was made.

**19/21 Application:** PA20/11463

**Proposal:** Erection of dwelling (Alterations to previous Application PA17/10849).

**Location:** . The Nook, Land East of 12, Portherras Terrace, Pendeen **(T. Cl. No Objection).**

**20/21 Application:** PA21/00050

**Proposal:** Agricultural building for storage of hay and farm machinery.

**Location:** South Bosvargus Farm, Access track to South Bosvargus Farm, St. Just. **(T. Cl. No Objection).**

**b) Decisions**

**Application:** PA20/10190

**Proposal:** Application to determine prior approval for erection of spec building with roller shutter doors.

**Location:** Land West of Old Clayworks, Leswidden, St. Just. **Withdrawn** (T. Cl. Strong Objection – Overdevelopment for the parcel of land in the open countryside AONB. Near to residential homes. Noted the concerns of the Airport. No evidence of the Land Agent’s comments/view).

**Application:** PA20/03420

**Proposal:** Construction of 8 dwelling houses, erection of parking, landscaping and associated works.

**Location:** Land East of Fisherman’s Rest, Nancherrow,, St. Just. **.Refusal** (T. Cl. Strong Objection with 8 points attached).

**Application:** PA20/09884

**Proposal:** Various works to include replace windows with doors with balconies on west elevation at first floor level; replacement of conservatory with balcony over on south elevation; new porch on north elevation with new windows at first floor level and works to exterior of the building and detached garage.

**Location:** Gwynver Cottage, Escalls Cliff, Sennen **.Approval** (T. Cl. No Objection)

**Application:** PA20/09171

**Proposal:** Minor alterations, new doors and windows and re-cladding of existing T frame bungalow.

**Location:** Lebanon Bungalow, Church Street, St. Just. **.Approval** (T. Cl. No Objection).

**c) Appeals** *None*

**d) Appeal Decisions** *None*

TC.181 Neighbourhood Plan (NP)

The Neighbourhood Planning Team had not yet met, so no report was due.

TC.182 Library

The Town Council is providing the public with a restricted Library Foyer Service which is still allowed under the National Lockdown. The Council will monitor the developing situation and take action when necessary. New windows have been installed and a report on the structure is still awaited from Cornwall Council. The Council discussed the request to become a Visitor Hub and a Wifi Hotspot location.

A Visitor Hub is the project name for a place where visitors can go to get visitor information. It would be staffed by volunteers. A Wifi Hotspot location is where the equipment is in situation for the signal to be sent out. The project is to be offered a chance to have a site visit to checkout suitability and positioning. The project had shared images of what the installation could look like.

**Post meeting Note:** A site survey took place just before Christmas, and scoped out the buildings (and lampposts) that looked most suitable for Wifi provisions. They have also carried out desk-based research into data line speeds and it seems the library would be a great option. As the Bigfoot is a temporary addition, the team haven't needed planning permissions for previous Bigfoot installations.

**RESOLVED:** The Town Council agreed to become a Visitor Hub. The Town Council also agreed to become a Wifi Hotspot location subject to more details on the installation process and agreement from Cornwall Council Library Service.

#### TC.183 Coronavirus Report

The Clerk is continuing to send emails from the various bodies such as CALC and Cornwall Council to Councillors; on advice/actions the Town Council should take during the crisis.

#### TC.184 Committee Reports

Climate Change Committee intend to meet next week.

Chair of the Staffing Committee gave an overview of the last staffing committee meeting,

#### Training

Julie is doing the on-line training course ILCA, which will give her the background knowledge of how Councils work.

The new accounts package will require Cas and Shirley/Julie to undertake training to use the new system in February starting with Cas on 3 February and Shirley on the 9 February and throughout February in bite size training. It should be introduced for use into the Council in April for the 2021/2 Financial year.

#### Staff Leave at year end March 21.

The issues of untaken staff leave at year end is now settled. Staff are now allowed to carry over leave for up to 2 years under Coronavirus guidance given from CALC. The Town council must ensure this is managed so as to avoid all staff being away at once at a critical period in the year.

#### Future Staffing Review

The Council's future staffing needs were discussed and when to engage a Staffing Review ready for FY 2022/3. At the end of (October) 2021 ready for the Budget setting process was a suggestion to take forward.

The need to review staff working at the Library from a Health and Safety perspective was discussed. The Committee is following all of CALC/Cornwall Council advice and national guidance.

### Staff feedback during current Pandemic situation.

The Clerk gave the Committee unattached comments about the staff views on the working situation about the building, opening hours and health concerns. On some days the Library use by the public was down to 6/7 people, on others it was up to 40. Staff feel safe under the current arrangements but should conditions change this could change. Staff working remotely have different issues and although it is not the same as working in the work place with all the facilities and other staff members, they still need to work safely. The Clerk will check with Shirley to make sure she is not out of pocket on using her own phone and if needed see about whether a mobile and low tariff deal was needed.

### Volunteers

The Committee had previously agreed there was no need to make any changes during the current situation with the Pandemic. The Clerk explained they were trying never to have more than two staff in the library at any one time. A policy of not having any unnecessary visits to the building was still being followed. It was suggested it may be a good idea to have contact with volunteers to advise them about volunteering opportunities with the Tin Coast, as providers of Tourist Information. The Clerk suggested Sue should contact Jill requesting she send a letter to him which could be forwarded to volunteers via Vicky at the Library who is contact with them.

### Performance Appraisal

A formal light touch appraisal of staff will take place at the end of March 2021 based on operating during the pandemic over the last 12 months.

### TC.185. Community Housing

The Cornwall Community Land Trust form for land site submissions was discussed and whether the Town Council should allow its logo to be used on the submission. The Council felt that as they would see planning applications, they did not need to allow the logo to be used.

### TC.186 Mayor's Report

I have now attended three meetings of the Tin Coast Partnership, which have proved very interesting. I think it important that the Town Council is represented at these. The first, reported on at the last meeting, was about community wi-fi; and last week's was about Visitor Hubs and Visitor Information Points, which Vicky also attended because the Library will hopefully have a key role to play in this.

The previous meeting was about footpaths, but was in fact completely about the plans to improve the track (byway and footpath) between Botallack and Geevor. The level of work involved took me somewhat by surprise, as it involves levelling the track for cycles and trampers, as well as removing boulders. Our Town Council support for the Tin Coast footpath improvements back in the Autumn was, as I recall, that we hoped for improvements to footpaths in the Bosavern/Cot Valley direction, the link between Botallack and St Just, and Lower Boscaswell – all to benefit local residents. The scheme currently outlined is to promote walking and cycling primarily for visitors. There was some response at the meeting from those present, particularly alluding to the risk of enabling more trail bikes and cars using the track; and after the meeting the news somehow broke out in the community, which resulted in my receiving many phone calls and emails from incensed residents.

Whilst of course supporting the Tin Coast Partnership in its endeavours to improve our local footpaths, we do just need to be aware of possible unintended consequences, as no-one I think wants to see more motor bikes, 4x4s or tourist cars riding the track along the coast. At this time, when many people's tempers are fraying due to the COVID pandemic, I really hope we can find a way to bring the community together with the Tin Coast Partnership, the National Trust and other bodies to find a solution which is right for residents as well as for visitors.

Meanwhile, I have had conversations with Matt Watts from the Cornwall Wildlife Trust about simple ways of making safer the walking links between Cresswells, Botallack and Truthwall and he is keen to help, but thought we need a little conversation with Highways first.

The bus stops issues will be raised elsewhere on the agenda.

Another issue raised with me over the weekend was that of the deliberate puncturing of tyres in St Just. I am not sure whether this was an isolated incident or a more frequent problem, and would be glad of input from Councillors with their assessment of the scale of the problem, and what might be done to address it.

In other news, whilst clearly the St Piran's Day Schools' Parades will not take place this year, the committee is planning a "Put Your Flags Out!" campaign to encourage everyone to fly the St Piran's Flag on 5<sup>th</sup> March. In conjunction with Geevor, there will also be a film competition for young people up to the age of sixteen, to make a one-minute film about some aspect of being Cornish or living in Cornwall – the competition to be judged by Mark Jenkin, the BAFTA award-winning film director. So do spread the word.

And finally, some of you will be aware of the video of Handforth Parish Council, which went viral and led to a feature of Woman's Hour and a feature on BBC News. I am glad to state publicly here that *our* council meetings are measured and civilised! I can't speak for previous councils in St Just, but I'd like to thank all our current Councillors for their civil and polite conduct to one another and to our Clerk, and am happy that everyone in our meetings demonstrates respect for one another. Thank you.

#### TC.187 Correspondence

Councillors drew attention to numerous emails and comments they had received and discussion took place on some of them.

Jill Stott's Tin Coast Partnership progress report towards linking the 3 mining sites with a multiuse trail was discussed. The correspondence had been sent to all Councillors who discussed the issues raised by the project. The Council felt the Tin Coast Partnership should continue with their exercise to inform residents of the various options.

**RESOLVED:** The Town Council agreed for the Tin Coast Partnership to carry on with the consultation/scoping exercise over linking the 3 mining sites with a multiuse trail noting; nothing is finalised. The Town Council, as a lead partner in the partnership, were happy for this consultation to continue

John Floyd Census 2021 email was Noted. The Census would be taking place shortly.

The Mayor raised a matter which had been raised by a staff member from the Ark Pendeen, regarding the possibility of community lateral flow testing. Cornwall Council/Health were looking at this development. Noted

Community Radio have requested a Letter of Support.

**RESOLVED:** The Town Council agreed to send its support to this project to which it had previously awarded a community grant.

#### TC.188 Information Items and Matters to Report

The last Devolution meeting on the Toilets and Car Parks took place on 27th January 21. Councillors highlighted issues from the recent meeting which still need to be solved. The next meeting is due in March 21. The Clerk had a follow up meeting with Zoe Hall the Civil Parking Officer who outlined the parking services her department provides.

The Lighting up of the Clock Tower. The Town Council discussed an email suggesting this, but they felt that the Council had already signed up and committed to the Dark Skies Project in West Penwith and this suggestion was at odds with this. The Town Council are trying to reduce non-essential lighting and it is not acceptable to have extra lighting at the Clock Tower.

Brian Clemens mentioned the shop was holding the fund-raising funds in connection with the memorial fund set up. (Robert Matthews, St Just in Bloom) and it was going well at about £400.

Update on Bus Stops. The recent exchanges between Cornwall Council and the Town Council were discussed which showed they were looking at the issues raised but further investigation was taking place by them.

Zoe Baxter said she would forward details on to the Clerk about South West Water Community Fund.

Grenville Prowse said he was very impressed with the operation at St Clare especially the work of volunteers.

#### TC.189. Exclusion of the Press and Public

If necessary, to consider passing the following resolution:

**RESOLVED:** That under Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, it is proposed that, because of the confidential nature of the business to be transacted, the public and press be excluded from the meeting for the business specified in the following item(s).

The meeting closed at 9.34 pm.