

MINUTES of the ORDINARY MEETING OF ST JUST-IN-PENWITH TOWN COUNCIL held on Line, Zoom on Monday 12 April 2021 at 7.15 pm

**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 Debbie Shephard
Jonathan Manser Zoe Baxter
Constance Moore Brian Clemens
Chris Denley

TC.223 Public Address at Council Meetings

One member of public present - Mr N. Smith Planning Application PA21/02122.

TC.224 Apologies for Absence

Apologies were received on behalf of Louise Paine, Daisy Gibbs and Grenville Prowse.

TC.225 Declarations of Interest

None.

TC.226 Dispensations

None.

TC.227 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 15th March 2021.

TC.228 Matters Arising

None.

TC.229 Finance

(a) Accounts for Payment of £6,682.62 were presented for approval.

RESOLVED: To approve the payments **£6682.62**.

(b) Financial Assistance
None.

(c) Letters of thanks:
None.

(d) The internal and external audit details were outlined; the emails were shared with the Chair of Audit. Mr Hudson is coming in the week of 14 June 21 and the external audit arrangements follow shortly afterwards with a return in July 21.

(e) The Council discussed the need to appoint an Internal Auditor (IA) for FY 21/22. The Chair of Audit outlined the need to reappoint Mr Hudson who has been the IA for a number of years.

RESOLVED: To appoint Mr Hudson who has been the IA for a number of years.

(f) The Clerk mentioned the first instalment of CTS/Council Tax £114,984.02 had been deposited in the Bank Account and the next is due in September 2021.

TC.230 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.

a) Applications

35/21 Application: PA20/10784

Proposal: Minor alterations, upgrades to doors, windows and walls and to state continued use of previous shop area as annexed one bedroom accommodation.

Location: 10-11 Bank Square, St Just
(T.C. No Objection)

36/21 Application: PA21/02125

Proposal: Replacement side extension, terrace over, alterations and reinstatement of railings.

Location: 35, Cape Cornwall Street, St. Just

Resolved: Whilst in principle the extension appears acceptable, Council supported the concerns expressed in WHS comments, regarding the high-level windows appearing unnecessary, and the applicant should be requested to omit these to leave the historic wall intact.

37/21 Application: PA21/02058

Proposal: Certificate of Lawfulness for existing use Storage (Use Class B8)

Location: The Quarry, Leat Road, Boscaswell Downs, Pendeen

Resolved: The Town Council were satisfied that the evidence provided by residents and 2 town councillors casts serious doubt on the validity and accuracy of the applicants account of the history of the site and raise strong objections to the granting of the certificate of lawfulness. The Council urges Officers to consult enforcement records dating back to 2008/9 and historic photographic evidence of the site.

38/21 Application: PA21/01956

Proposal: Siting of timber pod for use as Garden Studio/Office and associated works

Location: Chyvounder, Bollowal, St. Just

(T.C. No Objection)

22/21 Application: PA21/00356 - Amended

Proposal: Proposed porch to existing cottage

Location: 4, Bethany Place, St. Just

Re-consultation undertaken because the incorrect ownership certificate was initially used. Notwithstanding that the TC raised no objection on the initial consultation, the proposed porch has now been reduced in size to mitigate the impact of its presence on a traditional cottage within the Conservation Area.

(T.C. No Objection)

39/21 Application: PA20/02122

Proposal: Change of use of land from pasture to allow overflow parking between 1st May and 10th September each year (30 spaces)

Location: Little Brea Vean, West Winds, B.3306 between road junction South of Lands End Airport and Crippas Hill, Kelynack, St. Just

(T.C. No Objection)

40/21 Application: PA21/02084

Proposal: Replacement windows and door

Location: 24, Fore Street, St. Just

(T.C. No Objection)

41/21 Application: PA21/02102

Proposal: Alterations and extension to dwelling

Location: Bojewyan Cottage, Bojewyan Stennack, Pendeen

The agent has been advised that there are likely to be concerns with this proposal, primarily due to the proposed addition of a front elevation/wrap around extension; the proposed use of UPVC windows; and the subsequent impact upon the special character of a Grade II listed building/terrace

(T.C. Objection.)

This is a large extension covering the front of a listed building. It is out of character and scale. It would not be an issue if it was limited to the rear of the building. It destroys the character of the building.

42/21 Application: PA21/02102

Proposal: Listed Building Consent: Alterations and extension to dwelling

Location: Bojewyan Cottage, Bojewyan Stennack, Pendeen

(T.C. Objection).

This is a large extension covering the front of a listed building. It is out of character and scale. It would not be an issue if it was limited to the rear of the building. It destroys the character of the building.

43/21 Application: PA21/03136

Proposal: Outline Planning Permission with all matters reserved - Detached dwelling (Outline Planning Permission with all matters reserved granted 07/03/2018 – PA17/12109)

Location: Land rear of former Trewellard Stores, Trewellard, Pendeen
(T.C No Objection)

44/21 Application: PA21/02568

Proposal: Replace existing conservatory roof and wall frames

Location: 9, Carn View Terrace, Pendeen

(T.C. No Objection)

b) Decisions

Application: PA20/10939

Proposal: Retention of byre as art studio accommodation ancillary to the main house

Location: Lower Hailglower Farm, Tregeseal, St. Just **Approval** (T. Cl. No Objection).

Application: PA20/10940

Proposal: Listed Building Consent for retention of byre as art studio accommodation ancillary to the main house including repointing of the whole property and retention of timber windows to the house and the studio as like for like

Location: Lower Hailglower Farm, Tregeseal, St. Just **Approval** (T. Cl. No Objection)

Application: PA20/11463

Proposal: Erection of a dwelling (Alterations to previous approval PA17/10849)

Location: The Nook, Land East of 4, Portherras Terrace, Pendeen.

Approval (T. Cl. No Objection)

Application: PA21/11426

Proposal: Construction of agricultural barn and associated works for 35 acre farm

Location: Land N.E of Pengelly, Bosavern, St. Just. **Approval** (T. Cl. No Objection).

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. **Approval** (T. Cl. No Objection).

Application: PA21/00655

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

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

Application: PA20/09619

Proposal: Amendment to PA19/04169 (Conversion and extension of existing barn to form a holiday unit.

Location: Land W of Lower Bostraze Farmhouse, Lower Bostraze, St. Just. **Approval** (T. Cl. No Objection provided Level 2 Inspection Report from Historical England are met).

- c) **Appeals** None
- d) **Appeal Decisions** None
- e) **Enforcements** None

TC.231 Neighbourhood Plan (NP)

The Neighbourhood Planning Notice document was previously shared. The Neighbourhood Planning (End of Project Report) had been received and their request for permission to return surplus sums as per the Grant agreement.

RESOLVED: Once the Council had closed the 20/21 accounts and reconciled the surplus sum would be returned to Groundwork, which was likely to be in May 21

TC.232 Library

The Town Council is providing the public with a restricted Library Foyer Service. The Clerk/Staff are attending LIS/CALC meetings on the developing situation. Depending on current advice, the Council could continue providing the current Click and Collect service which is working well. The other option would allow limited numbers into the Library but may end up providing a more restricted service with crowd control and regular clean downs between customers in set time limited slots. The Chair of Staffing is meeting with staff on 15 April 21 to get a better understanding of the situation and will report back to Full Council.

The Council considered the Planting Plan submitted by email from Debbie in advance of the meeting. The Council agreed the Planting Plan and the outlined costings (although exact costings will be provided later).

RESOLUTION: Town Council to agree new planting and siting of benches around the Library building in line with plan and outlined costings.

TC.233 Coronavirus Report

The Clerk is continuing to send emails from the various bodies such as CALC and Cornwall Council to Councillors, the latest one was sent today; these give advice/actions the Town Council could take during the crisis. The next key date is the 17 May 21.

TC.234 Committee Reports

Climate Action Committee – Report, April 2021

The Committee have looked at the Cornwall Council Development Plan Document, and will be sending in their replies to the consultation, which ends on 16 April. Individuals are free to respond to the consultation. Debbie's proposed planting plan for the library, including Marna's seats, is before Councillors for approval. Further quotes for printing the leaflet are being sought, using recycled paper. The Town Council are asked to support the Climate and Ecological Emergency Bill which is coming before Parliament. The Committee are still keen to see tree planting at the play parks in St Just and Pendeen, and also to work with Cape Cornwall School and St Just Primary School regarding tree planting in their playing fields. There has been no progress regarding a memorial seat for Robert Matthews. St Just in Bloom have a new committee, but have not replied to enquiries about how they wish to use the money donated; and I have contacted three local firms asking for quotes for the installation of a seat which does not involve large amounts of concrete, but have received no replies!

Property and Amenities Committee Key Notes Report 22 March 2021

The external area around the library needed the Climate Change Committee to come up with plans to present their long-term proposals showing what should

happen in each area such as planting and grass control. The concept of tree planting was discussed but the area thought unsuitable by the Committee. The Committee felt that Debbie could work with Constance to come up with a plan for the planting including type and costs on plan layout, which would also take account of the new benches planned for outside the Library. The plan would then go before the next Full Council meeting for a decision. The Committee decided that the installation and fixing of benches purchased through the Mayor's fund would be paid for by the Amenities budget.

Resolved: The Committee agreed to carry out these low-cost installations.

The Library has never had a flag pole so selecting one and then obtaining it and having it correctly erected would go to the new council to decide in July 2021 if they felt one was needed.

Signage

The Contractor had installed the new Town Council & Library sign and it was looking good.

Carnyorth Bus Shelter

The Committee considered the three costings obtained to fix the missing down pipes and a missing tile and fascia board which needed replacing.

Resolved: The Committee agreed to the lowest costing to these repairs.

TC.235. Town Vitality Fund Meeting 12 April 21.

Caitlin Murray of Cornwall Council and her colleagues had a meeting with the Deputy Mayor and Clerk today on ways they could support the Town Council towards having a successful access to the Vitality Fund following their recent bid submission.

She pointed out in terms of accessing funding monies there is not a need to go through the funding application process again. Instead, they would supply some suggestions to help the town meet the requirement to formulate a successful proposal. There is some work needed to ensure that there is a more structured approach to be successful in meeting the requirement of the fund.

The clear guidance given was the need to set up a Steering Group made of Councillors, Business leaders and the Tin Coast Partnership to come together to get the right approach for St Just. The meeting was a very positive one with the potential to secure funding.

RESOLUTION: Town Council agreed to the Deputy Mayor and Clerk coming up with plans to start the Steering Committee.

TC.236 Remote Virtual meetings

The Guidance on remote meetings was sent out in March 21. Under the current guidance it is legal to have physical meetings from after 6 May 21. However, a challenge from the Local Government Association is due to be heard in the last week of April 21 which may change the situation. Therefore, based on the current situation the Council will make a final decision on 26 April 21 on future meetings.

TC. 237 Mayor's Report

Speeding traffic

This continues to be an issue in a number of places across the parish so I was interested to read, in an email following the Community Network Panel meeting, about the possibility of purchasing a Vehicle Average Speed Monitor for the Council, at a reduced price if a number were ordered at the same time. I'd be keen for the Council to investigate this, if other Councillors felt the same way.

Plen an Gwary

My understanding is that our Archaeological Specialist has now prepared the required documents commissioned by the Council, and therefore the Clerk can now, with Council backing, ask our Contractor for a quote to do the work so he is ready to start as soon as Historic England formally approve the Town Council's application. I really hope that this can happen speedily, so that the grass in the Plen can recover from the ground works in time for the Ordinalia.

Planting at the Library

I think Debbie has done a lovely job in trying to meet the wishes of so many different people here, and trust that the Council will accept her plan. We'll look forward to seeing the results in due course, and I'll be glad to sit on one of the benches and have a chat with everyone as they pass by! I'm also impressed with the new sign at the front of the building, and the speed with which it was put on the wall. Good work!

Public toilets

I had a query from a member of the public about the opening hours of the toilets, and we realised that we don't know exactly! Another reason for getting the devolution of these facilities as soon as we can – I can't believe that it was almost eighteen months ago that we were heading towards devolution and then it stalled, again. I'm a bit sad that it won't be done by the end of this Council term, but really hope it will happen soon in the next administration.

Staff meals

I'm hoping to host outdoor lunches for our staff (postponed from January) before the end of April, probably on two occasions because we would otherwise be a group of seven.

Mayor's Sunday

The 40-minute recording premiered yesterday is available to watch on YouTube. There has been positive feedback, and I am very grateful to those who contributed their time and talents to make a varied programme. I've heard from people as far afield as Bristol and Harrogate, so it has been viewed across the country already!

As we approach the closing days of this Council term, and we reflect on all the ups and downs of the past four years, I'm pleased to know that we've got through the challenges more or less in one piece. Well done, and thank you all.

TC.238 Correspondence

The Council noted the following correspondence previously forwarded.

Dog Fouling Report.

SPD European sites,

Carn to Cove email on chamber music project.

The Council felt it was interested in the development but needed more details.

Climate Change DPD amendment.

Plain an Gwarry Motor cycle event in April now cancelled.

Constance would forward link to the Climate and Ecological Emergency Bill

TC. 239 Plain an Gwarry.

The Clerk had made contact with Nick Russell of Historic England, Assistant Inspector of Ancient Monuments who thought he had perhaps found a solution to the drainage work and would be in contact. Nick Russell advised more consultation design work is now needed. The good news is Nick has shared his way forward mentioned at the last meeting, which involves Adam writing not just 1) a specification for the works, and 2) an impact assessment to reassure Historic England that the trench digging won't impact on any archaeological remains, but also 3) an archaeological statement - a detailed method statement vis a vis how the archaeological recording, monitoring, liaising and reporting would be carried out and what would happen if things got archeologically complicated. Adam was anticipating the first two pieces of work but not the third one, which is now required. A price of £300, will now rise to £400. Resolution is needed to increase consultation fees by £100. The Clerk had authorised the additional £100 drainage design cost.

Adam has completed his work and the Clerk received it today 12 April 21.

Adam is now awaiting Nick's comments/suggestions on his drafts. The Chair of Property and Amenities felt it best to get the additional works document to the Contractor asap for a response.

TC.240 Information Items and Matters to Report

The next devolution meeting date was still awaited, the issues on underground pipes at both sites and the Cormac cleaner were still issues to resolve. These issues that had to be still investigated and resolved by Cornwall Council before the devolution process could be progressed further.

Debbie Shephard mentioned the possible issue of planning infringement and would discuss further with another Councillor.

The Clerk to discuss possible costings for speed cameras for retention by the Council.

The Town Council are asked to support the Climate and Ecological Emergency Bill which is coming before Parliament at their next meeting on 26 April 2021.

TC.241. 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).

TC.242 Leaflets

The costings were provided by the Chair of Climate Change who had ensured she obtained recycled paper costings. The Council agreed to the £280 expenditure.

The meeting closed at 9.01 pm.

Chairman's signature _____ Date _____