

MINUTES of the ORDINARY MEETING OF ST JUST-IN-PENWITH TOWN COUNCIL held in St Just Library, Market Street, on Monday 20 September 2021 at 7.15 pm

Present

Daisy Gibbs Deputy Mayor

Councillors

Howard Charman Leanne Marsden  
Martin Cavell Robert Chadder  
Doug Luxford

TC.103 Public Address at Council Meetings

Cornwall Councillor Brian Clemens - Report  
No members of the public were present.

TC.104 Apologies for Absence

Sue James Chris Denley, Fynn Tucker, Jessica Morris, Farmer Morris.

TC.105 Declarations of Interest

None.

TC.106 Dispensations

None.

TC.107 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 20th September, 2021 with one minor correction to TC90, PA21/07237 the word viable was deleted and visible added.

TC.108 Matters Arising

None.

TC.109 Planning

**a) Applications**

**92/21 Application:** PA21/07714

**Proposal:** Replacement porch and enlargement of off-road parking /access.

**Location** 5, New Road, Tregeseal. St Just. **(T. Cl. No Objection).**

- 93/21 Application:** PA21/08841  
**Proposal:** Non-material amendment with respect to Decision Notice PA20/02011.  
**Location:** 1, Labour-in-Vain, St. Just. **(T. Cl. No Objection).**
- 94/21 Application:** PA21/07745  
**Proposal:** Erection of a single detached dwelling.  
**Location:** Land at Carnyorth, St. Just. **(T. Cl. No Objection).**
- 95/21 Application:** PA21/08022  
**Proposal:** Outline Planning Permission with all matters reserved:  
Proposed  
cottage style dwelling with sub-divided garden of existing property.  
**Location:** 38, Boscaswell Village, Pendeen. **(T. Cl. No Objection).**
- 96/21 Application:** PA21/05994  
**Proposal:** Extension to existing dwelling and balcony.  
**Location:** Mena-Gwins, Dowran, St. Just. **(T. Cl. No Objection).**
- 97/21 Application:** PA21/06955  
**Proposal:** Advert consent: High level signage, projection signage, painting (non-illuminated).  
**Location:** Warrens Bakery Ltd., 7, Market Square, St. Just. **(T. Cl. No Objection).**
- 98/21 Application:** PA21/06956  
**Proposal:** Retrospective application for the retention of air conditioning unit.  
**Location:** Warrens Bakery Ltd., 7, Market Square, St. Just. **(T. Cl. Strong Objection – The air conditioning unit is not in keeping with the historical buildings in this part of town. An alternative method of cooling should be sought that does not need this device to be placed on the building).**
- 99/21 Application:** PA21/08164  
**Proposal:** New roof, guttering, windows, doors, rear single storey extension, demolition of dilapidated outbuildings and re-positioning of rear access gate.  
**Location:** 6, Bosorne Street, St. Just. **(T. Cl. No Objection).**

**b) Decisions**

**Application:** PA21/05822  
**Proposal:** Demolition and removal of various outbuildings, replacement of Storage Barn for agricultural use and Associated Works.  
**Location** Land East of Trewellard Farm House, Trewellard Hill, Trewellard, Pendeen. **Refusal** (T. Cl. Strong Objection).

**c) Appeals** None

**d) Enforcements** None

TC.110 Finance

(a) Accounts for Payment of £8,750.95 were presented for approval.

**RESOLVED:** To approve the payments **£8,750.95**

(b) Financial Assistance (None)

(c) Letters of thanks (None)

(d) The Leat bench will be discussed in confidential section.

TC.111 Neighbourhood Plan (NP)

Judith Summers brought to the Town Council's attention the timing for the Neighbourhood Plan referendum as being likely to be December / January and asked if the TC could agree to writing to CC to urge that the referendum be held in November / December 2021.

**RESOLVED:** That the Town Council would instruct the Town Clerk to write to Cornwall Council asking for the earlier dates.

TC.112 Committee Reports.

The Climate Change Committee met and the Committee Chair gave a report on that recent meeting (Minutes on Town Council website) and outlined the potential projects. The Committee are revising the TOR's. Staffing Committee will report in the Confidential section.

TC.113 Housing.

Martin Cavell led the discussion focusing on the planned event for 25 October 21. The discussion led to the decision to invite Penwith Land Trust, Live West, and Sanctuary Housing to speak at the event.

Bude-Stratton Town Council have written to all Town and Parish Councils ref urging Cornwall Council to declare a housing emergency based on their statement. If this situation remains unchecked, they fear fracturing of their communities leading to long term social identity issues, workforce problems, loss of family support networks and empty homes bringing a loss of economic vitality and sustainability of the community. They would welcome other Councils passing a similar resolution and adding to the call for action.

**RESOLVED:** That the Town Council would adopt the five principles and write to its local MP and Cornwall Council and ask for the item to go on the next Penwith Community Network meeting.

The five principles are

1. End the 'Right to Buy' scheme
2. Scrutinise the principles of Affordable Housing with a view to creating links to local earnings
3. New homes must be prioritised for local need and occupancy
4. Second Homes:
  - a. To allow a multiplier of council tax which is passed to local communities
  - b. Scrutiny of the principle of registering houses as businesses
5. Additions to our housing stock should be delivered to high sustainable living standards and offered with secure and humane tenancy agreements

TC.114 Town Vitality Fund Bid update

The Town Vitality Fund Committee met on 13 September 21 and agreed the new TORS roles sent out by the fund. The full council agreed the same TORS and will inform Cornwall Council to now move to the next stage acting as the accountable body to commission the consultants through Cornwall Council guidance.

TC 115. Welcome Back Fund Update

A Welcome Back fund meeting was held on 15 September when the Mayor/Clerk met with Cornwall Council Officers. The Clerk gave an update and further details are expected next week.

TC.116. Correspondence

Councillors discussed various correspondence previously circulated.

The costing for the Christmas Tree has been received and will be dealt with in the confidential section of the meeting.

A letter from Bodmin Town Council on planning reform was not discussed since the new minister has suspended the changes for further discussion.

TC.117 Cornwall Councillors Report

As you will all be aware both the Tour of Britain cycle race and the Ordinalia have passed with both events well attended. Other than some issues with parking, both events have been well received.

At county council level, levels of planning applications continued to rise in July. 700 applications could not be allocated to officers, so as a result more officers have been appointed.

The Fire brigade have reported serious problems with inconsiderate parking which hopefully will settle down now the holiday season is drawing to a close, You may have seen on the news that certain lanes in the Chacewater area have been designated quiet lanes as a trial with certain restrictions. There is no doubt sat nav technology has had an effect on this issue in recent years and normally by- lanes have become much busier as a result.

With the negative impact of Covid on people's mental health, the Council have asked us all to be aware of others around us who may be struggling. You can help by sharing the following contact details: text ym to 8528 to contact shout the crisis text line, call the mind your way on 01872 222447 or visit [mindyourway.co.uk](http://mindyourway.co.uk) and for younger people call child line on 0800 1111 or visit [www.childline.org.uk](http://www.childline.org.uk)

Following the upcoming full council meeting I trust a progress report will be published on work with the housing crisis and hopefully the mayor will be able to progress the work she has been doing with the Land Trust she is involved with for the benefit of local families in desperate need of good local housing. I have, and will continue to help wherever I can, I have also been in contact with Andrew George as he too looks to find sites locally to provide housing through the Community Land Trust of which he is a chairman.

At the meeting The Cornwall Councillor mentioned that Cornwall Council had just won an environmental award which the current administration acknowledged was down to the work of Sue James and Hanna Hannaford.

#### TC.118 Information Items and Matters to Report

Regarding the grass area outside the library with the benches and surgery sign, Town Council were informed the surgery did not mind the removal of their sign given much of the information is out of date and it would be at the Council expense. The planted area is in need of top soil and the grass needs a cut.

**RESOLVED:** That the Town Council would see if the sign can be removed once the Council receives written confirmation from the surgery, that soil is ordered from CGS now, and Pip Morse is approached to cut the grass.

#### TC.119 Feast/Nominations for Town Awards

A discussion took place regarding Feast Sunday. The Town Council only organise the Feast Sunday civic event which usually involves visiting Mayors. Last year's event did not take place. The award of civic awards was carried out against the backdrop of Coronavirus restrictions. This year, again with Coronavirus still being a danger, the event will not involve visiting Mayors.

The Clerk was asked to find out if we could have the whole event in the Church. Rather than have the visiting's Mayors/guests parade through the streets to the Church, since Mayors are not being invited this year, it would be possible to have the local guests invited to arrive straight at the Church itself with the band playing outside or inside if bad weather. Straight after the Church service had taken place, it was hoped to have permission to hold the short council event to recognize Citizen of the year and other awards. The Council would not be having food etc given the current coronavirus situation, so people would just depart from the church. The Clerk would check if there was a limit to numbers for invitations.

The Town Council also discussed nominations put forward by Councillors for the various awards which were discussed and passed a resolution on. They will seek further nominations from the Schools for the Junior Citizen of Year. Full names will be published once this award is decided and shown in the next minutes.

**RESOLVED:** That the Town Council have selected their three award winners and will seeking the fourth through the local schools and publishing their list in the next meeting minutes.

TC.120. 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.121 Confidential Financial Matters

The Council have been asked to remove the bench at the Leat, Pendeen. The Council discussed the likely costings and approached its Solicitor for a likely costing and potential advice on the legal matter and decided to instruct the Solicitor to continue in line with his email.

**RESOLUTION:** The Town Council instructed the Clerk to engage its Devolution Solicitor for legal advice on the matter up to a set limit.

TC.122 Christmas Trees

The Christmas trees costing from Cornwall Garden Services was shared by email. The costing was found to be acceptable.

**RESOLUTION:** The Town Council instructed the Clerk to place the order with Cornwall Garden Services.

TC.123 Staffing Committee

The Committee had an outline given of all staff, roles and hours etc by the Clerk. The Library Business Plan and the part of the plan to increase staff hours in year 3 were discussed.

Discussion on staffing element of the devolution process post Car parks and Toilets e.g., TUPE cleaner etc.

The new funding streams such as Town Vitality Fund and Welcome Back Fund, the extra work created by gaining the projects and the additional funding related tasks.

The Committee looked at the need for clubs operating at Library in the future but felt at the moment it's not advisable. Health and Safety is a staff priority, staff will only attend Library when clubs/full public opening is not taking place in the library to limit any risks.

Staff have built up a backlog of leave that will need to be taken over the next 18 months. The Clerk is away on leave the last week of September and from 18 October to 1 November (in Scotland).

**Staff/Organisation Review**

The Committee had seen a confidential document of the Staff/Organisation Review used by another council to carry out their review.

The Clerk had a meeting with the Clerk at Penzance to discuss similar processes they have been through. The three companies they used were recommended by several Councils in Cornwall. The consultant Penzance eventually used did the interviews with councillors and staff remotely on Zoom and examined documents/records on their desk top.

**RESOLUTION:** The Town Council instructed the Clerk to contact three recommended providers: which are Neo People, Tamar Hr, Governance Support Services for costings.

The meeting closed at 9.45 pm.

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Chairman's signature \_\_\_\_\_ Date \_\_\_\_\_