

MINUTES of the ORDINARY MEETING OF ST JUST-IN-PENWITH TOWN COUNCIL held in the Library, St Just, on Monday 3 October 2022 at 7.00 pm.

Present

Sue James Mayor
Daisy Gibbs Deputy Mayor

Councillors

Martin Cavell Fynn Tucker
Robert Chadder John Swarbrooke
Farmer Morris Jessica Morris
Brian Clemens Chris Denley
Harvey Thomas

Town Clerk & RFO

Cas Leo

TC.97 Public Address at Council Meetings

None. Sarah Thomas +1 in attendance.

TC.98 Apologies for Absence

Kevin Casley.

TC.99 Declarations of Interest

Sue James Planning PA22/07614.

TC.100 Dispensations

None.

TC.101 Minutes

RESOLVED: That, the Town Mayor signs as a true and accurate record the Minutes of the Town Council held on 5 September 2022 with one typo correction Liv was missing 'e' in Live.

TC.102 Matters Arising

None.

TC.103 Rule 8 of the Local Elections (Parishes and Communities) Rules 1986

The Town Council invited Mr Harvey Thomas to sign his Councillor declaration form which completes his acceptance of office following the selection process.

TC.104 St Just in Bloom (SJIB)

Correspondence from SJIB was forwarded to Councillors before the meeting on the items below.

1. Access to the toilets to help with watering.

St Just Town Council have not taken over the ownership of the toilets. However, when it does, it is extremely unlikely it would be able to give a key to a community group for health and safety reasons and meet its insurance requirements. A solution could be to offer to place two water butts on the outside of the building to assist SJIB; if they felt this a suitable solution.

2. CCTV - SJIB have been experiencing theft of plants, particularly around the Cape Cornwall School and were wondering whether there are any plans for installation of CCTV?

The Town Council is in the middle of acquiring costings but not for the area of the school. The school has its own cameras and SJIB would need to contact the school.

3. Robert Matthews Memorial SJIB understood from your email of 22 June 2021 to Maureen King (SJIB Treasurer) that the Town Council had up to £400 of funding available towards the cost of the Robert Matthews memorial bench. Since June 2021, the members of SJIB decided that a Memorial Stone and possibly a Birdbath would be more appropriate. Could we ask for confirmation (if appropriate) that the Town Council's funding would still be available for the memorial even though it is not a bench?

The Town Council would be happy to consider an alternative but SJIB would need to ensure it was what the family wanted.

4. Financial support for its operations.

SJIB were particular interested in funding its watering operation given the many hours it takes. The Town Council would not consider paying directly for someone to water but would be open for SJIB to put in a community grant application to assist with its operation which should consider more sustainable planting.

TC.105 Planning

a) **Applications**

- 90/22 Application:** PA22/07736- Amended
Proposal: Construction of replacement extensions, porch and associated works.
Location: 3, Church Road, Pendeen **(T. Cl. No Objection).**
- 91/22 Application:** PA22/07737-Amended
Proposal: Listed Building Consent for construction of replacement extensions, porch and associated works.
Location: 3, Church Road, Pendeen **(T. Cl. No Objection).**
- 92/22 Application:** PA22/08176
Proposal: Installation of free public access Wifi points and associated equipment.
Location: Commercial Hotel, Market Square, St. Just **(T. Cl. No Objection).**
- 93/22 Application:** PA22/08177
Proposal: Listed Building Consent for the above
Location: Commercial Hotel, Market Square, St. Just **(T. Cl. No Objection).**
- 94/22 Application:** PA22/08268
Proposal: Proposed single storey side extension.
Location: 6, Vounder Glaze, St. Just **(T. Cl. No Objection).**
- 95/22 Application:** PA22/07614
Proposal: Minor amendments, previously approved dwelling including Orangery and associated works (PA19/01854) to include raising the ridge height by 0.6m, repositioning the dwelling 3m south and removing bay windows on south elevation. Extension of domestic curtilage.
Location: Pengelly, Bosavern, St. Just **(T. Cl. No Objection).**
- 96/22 Application:** PA22/08152
Proposal: Listed Building Consent for the construction of an extension to the rear of the property and associated works
Location: Creek Barn, Tregeseal, St. Just **(T. Cl. No Objection).**
- 97/22 Application:** PA22/08471
Proposal: Retrospective planning approval for additional bedroom, gable window and doorset plus flat roof terrace area.
Location: 6, Botallack Moor, St. Just **(T. Cl. No Objection).**
- 98/22 Application:** PA22/08048
Proposal: Formation of access and driveway and removal of roadside front garden wall and relocation of side boundary wall.
Location: 9, Church Road, Pendeen. **(T. Cl. Objection – The garden wall structure was built the same time as the building and is of historic importance).**

99/22 Application: PA22/08397

Proposal: Construction of Ground Floor extension and associated works without compliance with Condition 2 of Decision Notice PA21/12602 dated 10/03/22.

Location: The Barn, Road from Dowran Commons to Dowran, St. Just. **(T. Cl. No Objection).**

100/22Application: PA22/08235

Proposal: Consolidation works of the existing redundant rural farm building.

Location: Chywoon Barn, St. Just. **(T. Cl. Support).**

101/22 Application: PA22/08236

Proposal: Listed Building Consent for consolidation works of the existing redundant rural farm building.

Location: Chywoon Barn, St. Just. **(T. Cl. Support).**

b) Decisions

Application: PA22/05616

Proposal: Replacement rear outbuilding

Location: 6, Cape Terrace, Cape Cornwall Street, St. Just.. **Approval** (T. Cl. No Objection).

Application: PA22/05715

Proposal: Construction of Ground Floor side extension.

Location: 14, Old Foundry Close, Nancherrow, St. Just..**Approval** (T. Cl. Objection).

Application: PA22/05212

Proposal: Alterations and extension to cottage including First Floor side extension to create bathroom and conversion of Ground Floor kitchen and bathroom into a larger kitchen and dining area.

Location: 20, Bosorne Road, St. Just. **Approval** (T. Cl. No Objection).

Application: PA22/06103

Proposal: Installation of septic tank with associated drainage field/soakaway for the disposal of waste water and sewage from toilets and new shower block within Pendeen Rovers Clubhouse building.

Location Borlaze Park, Calartha Road, Pendeen. **Approval** (T. Cl. No Objection).

Application: PA22/00971

Proposal: Change of Use from office space to residential dwelling to include the ancillary bedroom and en-suite.

Location: Wheal Owles Barn, Truthwall, St. Just. **Approval** (T. Cl. No Objection)

Application: PA22/07248

Proposal: New windows/doors, change of window to doors and insertions of rooflights.

Location: Coach House Cottage, West Place, St. Just..**Approval** (T. Cl. No Objection).

c) Appeals

Appeal No: APP/D0840/W/22/3296196

Application: PA21/05538

Appeal Start Date: 20/09/2022

Proposal: Construction of single dwelling and associated works.

Location: Land N.E. of 6, Carnyorth Terrace, Carnyorth, St. Just.

Councillors had agreed the motion.

"St Just Town Council would urge the Planning Inspector to involve us in any site visit to discuss our highways safety concerns based on local knowledge of the location. We believe if this application is now approved, it will contravene policy BD.2 of the St Just Neighbourhood Plan, by adding to existing traffic congestion.

We also draw attention to St Just Neighbourhood Plan Policies AD2, AD2.1 and AD4, which give great weight to protecting the integrity of our Conservation areas and not impacting on our WHS status. We believe, if this development were approved, it would harm the character and integrity of the Conservation Area and WHS and 1 open market dwelling would offer nothing in terms of meeting local housing need, when West Penwith (which St Just is part of) is already set to exceed the target of 1,000 homes by 2030."

RESOLVED. The Town Council agreed the above statement to be sent to the planning officer and inspector.

d) Enforcements None

e) Protocols

Application number:	PA22/02665
Proposal:	Alterations and extension to two-storey dwelling.
Location:	4 Boswedden Terrace, Wheal Penty Road Between Cape Cornwall Street And Upper Praze St Just Cornwall TR19 7NF
Applicant:	Jane and Paul Collins

Thank you for the Town Council response to the above proposal which I have set out below:

St Just in Penwith Town Council (26 July 2022)

Objection - Wrong use of materials such as red brick in the construction."

The Council noted it made the protocol decision within five days by email which was Agree to Disagree.

TC.106 Finance

Accounts for Payment £18,640.66

RESOLVED: To approve payments of £18,640.66.

- a. Grant Aid Application, None.
- b. Letter of thanks received from Cape Cornwall Table Tennis Club.
- c. Notice of Conclusion of Audit 2021/2022, Noted.

TC.107 The Carnyorth Centre

The Council was not successful in its partnership bid. It is hoped that the successful bidder which remains confidential will work with the community to make its work a success. The Cornwall Councillor will try and get the Alarm Company's telephone number placed on the gate so when the alarm sounds people can contact the alarm company direct. The Mayor suggests that a memorial bench be considered at a future meeting.

TC.108 Correspondence

The Town Council discussed:

Penwith Moors (SSSI) email dated 22/8/22. A better map was obtained from the organisation holding the consultation. The request was to attend this evening meeting so the clerk will give them the dates for future meetings up to December 22.

Invite to meet Cormac Event for all Councils postponed until the 25th October (for information). Noted

Landscape Character Assessment invite for 25th October 2022 sent to Councillors on 26 September 2022. Noted

A letter from the Knut on the use of a bespoke movable ramp to be made for the gate entrance into the Plain an Gwarry (email shared before the meeting).

The Town Council discussed the item and it was not thought the right solution and the Council would again try and engage with Historical England to get the work moving again.

Action: Deputy Clerk

TC.109 Standing Orders and Financial Regulations

Discussion took place on recent reviewed documents. The documents are reviewed annually and advise from CALC used to update the documents. The Clerk said the documents have been reviewed and are ready to be updated; one minor financial item is being checked with the Auditor.

RESOLVED: To approve the two reviewed documents.

TC.110 Information Items and Matters to Report

TVF Update LDA Design possible meeting 6th October, noted.

Lands' End Peninsula Community Land Trust will be meeting The Library on 1 November at 7 p.m., noted.

A resident has suggested the bench at Carrallack Lane could do with some attention. It was decided to also identify several other benches in the parish that need attention and carry out an annual rolling works programme each March for up to 6 benches per year.

CCTV quotes on- going (still in progress).

Cornwall Councillor mentioned the plans to move from the Community Network to Community Area Partnerships and possible 12 areas.

Cornwall Council were looking at the issues of host families with Ukraine refugees when the six-monthly period is reached, and is not continued.

Farmer Morris stated he would be bringing costings for the Pendeen Christmas lights to the next meeting for discussion.

TC.111 Devolution of Car Parks and Toilets

The Town Council were keen to have devolution completed but the toilets were still not in a good and fit working condition to transfer over. Cornwall Council have new equipment on order. It is hoped that Cornwall Council could arrange to address the issues and have the transfer completed in the next few months with the toilets fully working. The Cornwall Councillor mentioned the equipment has been ordered. The Clerk had received four emails that he said he would share with the Mayor, Cornwall Councillor, and any other Councillor who wanted to see them. The clerk is also continuing to dispute Car Park invoices sent by Cornwall Council. The council had paid them voluntary in previous years but believe the devolution was delayed by Cornwall Councils technical reasons not the Town Councils since 1 April 2022. Voluntary contributions requested for the current period 1 April 22 to date with Cornwall Council have been declined.

TC.112 Consider Possible Motion - Fire Emergency call Centre at Tolvaddon

Correspondence went to Councillors in September 22 and the motion suggested by Robert Chadder for this meeting.

That motion is:

“St Just Town Council opposes the transfer of the Fire Emergency Call Centre at Tolvaddon out of Cornwall. The population, premises and landscapes of Cornwall will face increased risks, including loss of life, when fire or other accidents occur. Response times would likely be compromised due to lack of local knowledge if this service is fully outsourced out of the county. We call upon Cornwall Council to ensure the service is retained within Cornwall and that funding is protected for this critical service”.

Councillors discussed the above motion.

RESOLVED: The Town Council approved the motion above and asked for it to be sent to the Member, Chief Fire Officer, Leader and Chair of Cornwall Council and the local Community Fire Station.

TC.113 Climate Change Group

An update from Ex- Chair of CCG was given following their recent meeting. The meeting covered his resignation from the role of chair although he would still be a member of the CCG. The resignation would call for a review of the group, its role and the role of the Council. A meeting is planned to review this. An update on the tree planting in the parish was given. It would be beneficial to move away from holding events such as the one in Pendeen towards a more focused event on how people can reduce energy use.

TC.114 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.115 The Staffing Committee Report

The Chair reported back on staffing matters discussion following their recent meeting:

The induction of the Deputy Clerk Role after 11 working days.

The Chair and Clerk both said the Deputy seems very settled in her new role.

The Committee were informed by the Clerk that Organisation Review Report Recommendations were progressing with about 5 left to action fully.

The Committee recommended to leave the Facilities Manager role on hold until the Deputy Clerk completes her probation. The need for a Facilities Manager in the Organisation Review Report is not established given the situation with Carnyorth not coming to the Council and the Toilets will now be cleaned through a Service Level Agreement (SLA).

The Business Support Officer was studying the ILCA level 2 course, the Full Council previously recommended a movement of one pay point when she was successful: as an incentive. The person has now passed the course at the end of September and is eligible to move from SCP 5 to SCP 6.

RESOLUTION: To recommend the Business Support Officer is regraded for 1 October 2022.

The recruitment of a Business Support Apprentice was seen as an important post and discussed in length, and it was thought key to extending the library opening hours in 2023. The Committee wanted to ensure they set a higher standard and don't be seen as taking advantage of the apprentice system. The Chair mentioned the salary needs to be based not on the lower apprentice minimum wage but on the more generous NMW for adults. However, through discussion this view moved to wider consideration.

RESOLUTION: The Facilities Manager role is placed on hold. The Chair and the Clerk will work on getting more details on the role and cost of an apprentice for the 28 November 2022 meeting in time for the 23/24 budget setting in December 22. Business Support Apprentice to be recruited for 23/24.

Extra Public Holiday 19 September 2022

All part time staff are entitled to 20% of their normal weekly working hours to ensure they are treated similarly to full time staff.

RESOLUTION: Agreed to award the extra time to part time staff.

TC.116 Nominations for awards

Councillors considered nominations for awards; correspondence was shared ahead of the meeting and tabled by Councillors.

Awards are for: Citizen of the Year. Junior Citizen of the Year. Achievement in Sport Award. Community Group Award.

RESOLVED: The following were approved by the Council:

Citizen of year:	Anton Barnes
Junior Citizen of year:	Lorelei Tomkinson
Sports Award:	Pendeen Youth Gig Club
Community Award:	St Just Community Fire Service

The meeting closed at 9.15pm