



**MINUTES of the ORDINARY MEETING OF ST JUST-IN-PENWITH TOWN COUNCIL held in the Library, St Just, on Monday 19<sup>th</sup> February 2024 at 7.00 pm.**

**Present**

Sue James Mayor

**Councillors**

Kevin Casley	Farmer Morris
Martin Cavell	Jess Morris
Robert Chadder	Chris Denley
Brian Clemens	Jill Taylor
Daisy Gibbs	Fynn Tucker

Also Present: Sue Ninnis (Clerk), Hester Hunt (Deputy Town Clerk) and 6 members of the public.

**TC.118. PUBLIC PARTICIPATION**

Pip Morse spoke regarding the paths in Pendeen and St Just and the problems with landowners with corridors being developed on footpaths which should be open land. Also that the styles that are gold and not the paths. The hedges and the boundaries are the landowners responsibility , the paths are covered by the LMP agreement.

Simon Pickard spoke regarding PA24/00882

Jo Pickard spoke regarding PA24/09922

**TC.119. APOLOGIES FOR ABSENCE**

Apologies for absence were received from John Swarbrooke.

**TC.120. DECLARATIONS OF INTEREST**

Sue James declared an interest in an item in Part 2 and left the room when it was discussed. (Website services).

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Brian Clemens declared an interest in the grant application and left the room when it was discussed.

#### **TC.121. DISPENSATIONS**

None

#### **TC.122. MINUTES OF THE ST. JUST TOWN COUNCIL MEETING HELD ON 18 DECEMBER 2023**

Following consideration, it was

**Proposed by Robert Chadder, seconded by Kevin Casley**

**Proposal/Resolution** – that the amended Minutes of the St. Just Town Council meeting held on 15 January 2024 be approved as true and accurate record and signed by the Chairman. 10 for, 1 abstention.

#### **TC.123. MATTERS ARISING**

None.

#### **TC.124. PLANNING**

##### **a) Applications**

**13/24 Application:** PA23/09922

**Proposal:** New agricultural barn and workshop.

**Location:** Little Leat, Tregeseal, St. Just.

**Proposed Farmer Morris, seconded Brian Clemens, 9 in favour 1 against, 1 abstention – T.CL objection - out of keeping to area, and building in open countryside on a medieval field system**

**14/24 Application:** PA23/10322

**Proposal:** Construction of a single two storey dwelling.

**Location:** Land adjoining 6 Tregeseal Hill, St. Just.

**Proposed Farmer Morris, seconded Martin Cavell, unanimous – T.CL no objection**

**15/24 Application:** PA24/00866

**Proposal:** Work to trees subject to a Tree Preservation Order (TPO) G1 – Pines. To remove major deadwood and to reduce over-extending branch overhanging neighbouring property by 1-2m.

**Location:** Atlanta, Penzance Road, Pendeen.

**Info only, to note.**

**16/24 Application:** PA23/00882



**Proposal:** Construction of external staircase with terrace/balcony area, replacement windows, roof covering and associated work without compliance with Condition 3 and 4 of Decision Notice PA20/00126 dated 10/03/2020.

**Location:** The Old Stores, St. Just.

**Proposed Jess Morris, seconded Daisy Gibbs, 6 in favour, 5 against T.CL no objection subject to level of obscurity of glass and non- opening windows**

**11/24 Application:** PA23/00128 – Deferred at last meeting.

**Proposal:** Application for a Certificate of Lawful Development for an existing use, namely use of a building as a residential dwelling (C3).

**Location:** Tinnars Barn, St. Just.

**Info only, to note.**

**b) Decisions:**

**Application:** PA23/02481

**Proposal:** Erection of a detached stable and tack room/feed store.

**Location:** Stable and Tack Room, Carn Glaze Farm, St. Just. **Refusal** (T. Cl Objection – Agree with AONB).

**Application:** PA23/09216

**Proposal:** Conversion and extension of existing outbuilding and in place of demolished garage to provide ancillary accommodation.

**Location:** The Forge, Cape Cornwall, St. Just. **Refusal** (T. Cl. Support).

**Application:** PA23/02481

**Proposal:** Erection of a detached stable and tack room/feed store.

**Location:** 36, Boscaswell Village, Pendeen. **Approval** (T. Cl. Support).

**c) Appeals** None

**d) Enforcements** None

**e) Protocols** None

**TC.125. FINANCE**

**a) Accounts for Payment** in the sum of £25891.72

It was

**Proposal/Resolution:** To approve payments of £25891.72

**Proposed Robert Chadder, seconded Farmer Morris unanimous.**



Costs - Description							
	Date	Amount	TC	Item	Payee	Description	
1	17/01/2024	£129.99	Pd	Debit Card	Wascle Ltd.	Order 1729 - Removal of waste furniture	1
2	17/01/2024	£691.97	Pd	BACS	Corserv Facilities	Inv. No. 051902 - St. Just	2
3	17/01/2024	£691.97	Pd	BACS	Corserv Facilities	Inv. No. 051903 - Pendeen	3
4	17/01/2024	£933.12	Pd	BACS	Starboard Systems Ltd.	Scribe - Yearly fee	4
5	17/01/2024	£234.00	Pd	BACS	Cumbria Clock Company	Inv. No. 18143 - St. Just War Memorial Clock	5
6	17/01/2024	£234.00	Pd	BACS	Cumbria Clock Company	Inv. No. 18144 - Pendeen Church Clock	6
7	22/01/2024	£288.00	Pd	BACS	Alarm Guard	Inv. No. 33075 - Annual maintenance fee	7
8	24/01/2024	£445.40	Pd	BACS	News Centre	Library Newspapers March - Dec inclusive	8
9	24/01/2024	£55.00	Pd	BACS	Royal British Legion	Poppy wreaths for November 2023	9
10	24/01/2024	£2,676.34	Pd	BACS	J.T. Fabrication/Engineering	Inv. No. 5080 - Car Park barrier	10
11	24/01/2024	£7.78		Direct Debit	Concorde	Inv. No. 566418	11
12	24/01/2024	£2,101.09	Pd	BACS	Cornwall Council	Pension contributions - January 2024	12
13	24/01/2024	£8,392.76	Pd	BACS	Individuals	Net salaries	13
14	24/01/2024	£2,680.15		Direct Debit	HMRC	December 2023 Tax & N.I.	14
15	24/01/2024	£35.00	Pd	BACS	Karn Solutions	Inv. No. 8628	15
16	29/01/2024	£16.20	Pd	BACS	Hester Hunt	Travel expenses	16
17	29/01/2024	£185.53	Pd	BACS	Corserv Facilities	Inv 053076 S.J. Cleaning - Oct - Dec 2023	17
18	29/01/2024	£130.55	Pd	BACS	Corserv Facilities	Inv 053064 S.J. Consumables	18
19	29/01/2024	£178.92	Pd	BACS	Corserv Facilities	Inv 053099 Pend Cleaning - Oct - Dec 2023	19
20	29/01/2024	£146.66	Pd	BACS	Corserv Facilities	Inv 053065 Pendeen Consumables	20
21	31/01/2024	£40.00		Direct Debit	I.C.O.	Annual data protection fee	21
22	31/01/2024	£35.00	Pd	BACS	Jackie Garratt	Inv. No. 305	22
23	31/01/2024	£1,025.87	Pd	BACS	CGS Contractors S.W.	Inv. No. 1403	23
24	31/01/2024	£316.67		Direct Debit	Peninsula Business Svcs	Inv. No. U004033171 - January	24
25	05/02/2024	£336.00	Pd	BACS	Cornwall ALC Ltd	Inv. No. 2324-572	25
26	05/02/2024	£36.00	Pd	BACS	Cornwall ALC Ltd	Inv. No. 2324-637	26
27	05/02/2024	£36.00	Pd	BACS	Cornwall ALC Ltd	Inv. No. 2324-608	27
28	07/02/2024	£250.00	Pd	BACS	Pendeen Band	Inv. No. PSB-291023	28
29	07/02/2024	£67.91	Pd	BACS	Aquacert	Inv. No. 120820	29
30	07/02/2024	£2,253.23		Direct Debit	Octopus Energy	Inv. No. 0010-January 24	30
31	07/02/2024	£215.56	Pd	Debit Card	Brandon Hire	Cones and barriers for car park lining	31
32	14/02/2024	£238.00	Pd	Debit Card	SLCC	Inv. No. 247482-1 Membership H. Hunt	32
33	14/02/2024	£294.42		Direct Debit	British Telecom	Quarterly A/C	33
34	14/02/2024	£33.24	Pd	Debit Card	South West Water	04 Jan - 01 Feb	34
35	14/02/2024	£42.00	Pd	Debit Card	Properteco	3month radon test kit	35
36	14/02/2024	£135.40	Pd	Debit Card	Fenland Leisure	Children's Toddlers Cradle Seat	36
37	14/02/2024	£64.99	Pd	Debit Card	Wascle	Waste removal (Books from phonebox)	37
	<b>Total</b>	<b>£25,674.72</b>					

## b) Grant Applications

Red Heart Tree CIC – Brian Clemens left the room when this item was discussed. It was agreed to grant £1000 and if further monies were required to advise that they come back in the next financial year also advised to look at other funding sites.

Proposed Farmer Morris seconded Daisy Gibbs, unanimous

## TC.126. CORRESPONDENCE

a) EV Charging Points – Tim Middleton

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Correspondence was disseminated before the meeting and it was agreed to wait and see if the council has been successful with their expression of interest with Cornwall Council before making any decisions on other charging points.

b) Modification Order – WCA 719 Claimed addition of a Restricted Byway at Higher Bosavern, St Just CP (TR19 7QZ). It was agreed to note this order.

c) LMP Acceptance - £8572.77 Proposed Robert Chadder, seconded Farmer Morris, unanimous.

d) Jubilee Pool under 16's swim free scheme - £1000 – May to October

It was proposed to pay £1000 Farmer Morris, seconded Brian Clemens, unanimous. This is subject to data capture so an informed decision can be made next year if this is to continue. 1 year trial

### **TC. 127. INFORMATION ITEMS AND MATTERS TO REPORT**

a) Script to read for any public meeting – It was agreed that the first part be read out: Housekeeping: There are no fire drills planned. In the event of an emergency the building can be exited at the front and back via the emergency doors, please follow the clerk. The other paragraphs are to be added to the agenda. Proposed Sue James, seconded Daisy Gibbs unanimous.

b) Line marking update – the clerk informed the council that CORMAC had been very late on the day and only able to do the recycling area and not all of the disabled bays. It was agreed that they would come back when they had time to finish off at no extra charge.

c) Cllr Clemens report

Good evening,

I would like to start my report this month with an update on the Cornwall Youth Council, as a Councillor Advocate for the youth council I have been very impressed with the progress made with the youth council over the last three years and the and the effort made by the authority the advocates from all parties and the dedicated officer team to really give the youth of Cornwall a platform to express their views and the opportunity to question not only the council members but also the senior officer team that ultimately make the decisions that affect all young people across Cornwall whether it be education, facilities within the community, or access to special needs expertise.

This March the results of the youth council elections will be announced at a special results event in Truro there has been a record turnout with seventeen education settings across Cornwall hosting elections of candidates much improved on previous years.

Twelve candidates will make up the new Youth Council and the Chair will be elected by those voting members, the youth council have this year visited parliament to raise questions with the ministerial team and also appeared on radio Cornwall, they now have a dedicated communications officer and will in

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future hopefully have their full council meetings recorded on the live stream as we do at full council, we have two local students from Cape Cornwall Academy up for election and I am sure you would all like me wish them every success at the forthcoming elections.

The draft budget for the coming year has been published and it will be interesting to see if an alternative budget is presented by the opposition parties at full council on the 20<sup>th</sup> of February full council meeting.

There is still SPF funding available and although the timescale to complete projects is tight there may still be the opportunity for some smaller projects to bid and complete on time.

On the 13<sup>th</sup> of February I will be meeting with the Police Inspector and also the new neighbourhood Sargent to ensure a smooth handover of police liaison meetings and also ensure that the lines of communications we have established through the CAP continue uninterrupted.

As some of you will be aware following the reopening of the front desk at Penzance police station and others across Cornwall and Devon and the favourable response from members of the public and also the benefit to D+C police the crime commissioner has bid to open more front desks across the force area, also more focus will be put on anti-social behaviour and shop lifting as well as other low-level crime.

**Cllr. Brian Clemens**

Land's End Division  
Cornwall Council

d) CIL Funding letter to sign – Proposed Robert Chadder, seconded Sue James, unanimous

e) Update on Town Accelerator Funding – the clerk informed the council that £12k has been awarded and she is meeting with Gill Stott Tuesday 20<sup>th</sup> to go through the application form for the other £30k.

f) Cllr Clemens proposal for using £8k of CNP funding to soft surface a path at Botallack – CNP – St Just Feasibility WP22/1. This will a soft walkway with wildflowers and the council would have to maintain and adopt the verge.

Jess Morris proposes, Martin Cavell seconds unanimous.

g) Mayor's Report – Sue James reported to the council that she is a Trustee of the Methodist Church as the mayor and they are now trying to buy it. There will be a press launch inviting people to donate as the charity needs to raise funds to buy it. It has also been registered as a community asset of value so if it does go on the open market there will be a period of 6 months where the trust has the option to buy it first.

h) Confirmation re public address at Council meetings – it was agreed to stay the same, Proposed Farmer Morris, seconded Brian Clemens 5 in favour 4 against 2 abstentions.

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- i) Recommendations from Audit Committee – The audit committee to have quarterly meetings from now on. There is a new internal audit form to be used. Additional CCTV camera to be placed at the front door to aid lone working – Proposer Chris Denley, seconder Jess Morris, unanimous
- j) Recommendations from Staffing Committee – see part 2
- k) Communications and Engagement Strategy – Proposed Daisy Gibbs, seconded Robert Chadder, unanimous
- l) Press and Social Media Policy – Adopt in principle, clerk to set up a meeting with anyone who uses social media to explain what it means to them. This will then be brought back to the next full council meeting for full approval and adoption. Proposed Sue James, Seconded Chris Denley, unanimous.  
Chris Denley left the meeting.

**TC. 128. EXCLUSION OF THE PRESS AND PUBLIC** that if necessary, to consider passing the 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:

Proposal/Resolution: to exclude members of the press and public

Proposed Sue James seconded Robert Chadder, unanimous

- a) Business Apprentice Report – The Chairman of the Staffing Committee and the Deputy Clerk gave an update on the progress of the apprentice.
- b) Librarians Holiday hours – the clerk informed the council that since COVID the library staff had accrued over 100 hours each of holiday that they had not managed to take due to lack of staff cover and management of leave. It was agreed that they would both be paid 75% of this outstanding holiday pay. Proposed Robert Chadder, seconded Daisy Gibbs, 6 in favour 4 against.
- c) Corserv Cleaning Contract – the clerk informed the council that this contract had now been cancelled and two other contractors had bid for the new contract. There is a TUPE consideration as the original cleaner would need to be TUPED over to the new contractor, which both contractors know about. Proposer Farmer Morris, seconder Jess Morris 9 in favour 1 abstention, Crystal Clear to be new contractor.
- d) Facilities Manager – it was agreed that Ian Watling would continue as the maintenance person and that his quote to cover the health and safety issues raised by the report is approved.  
Proposer Brian Clemens, seconded Robert Chadder, unanimous
- e) Review accessibility of website services – Sue James left the room when this item was discussed. It was agreed to employ SeaDogIT for the upgrade of the website. Proposed Brian Clemens, seconded Jill Taylor, 8 in favour 1 abstention.



The meeting closed at 21.25 pm

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

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