

MINUTES of the ORDINARY MEETING OF ST JUST-IN-PENWITH TOWN COUNCIL
held in the Library, St Just on Monday 13th January 2020 at 7.15pm

Present

Marna Blundy Town Mayor
Sue James Deputy Mayor

Councillors

Farmer Morris Brian Clemens
Jonathan Manser Grenville Prowse
Constance Moore Louise Paine
Daisy Gibbs

The Town Mayor welcomed members to the first meeting at the new venue and also extended a warm welcome to the newly elected Councillor Gibbs.

TC.242 Public Address at Council Meetings

The clerk advised that no requests to address the council had been received by the appointed time.

TC.243 Apologies for Absence

All present.

TC.244 Declarations of Interest

Councillor James declared an interest in agenda item 13(a) in respect of the Community Land Trust as a Trustee/Chairman of the organisation. Councillor Clemens declared an interest in agenda item 8(a) as a friend of Mr P Morse and as a member of Pendeen Silver Band.

TC.245 Dispensations

Councillor James had submitted a request for dispensation in respect of agenda item 13(a) to enable her to address the Council on the request from the Community Land Trust of which she is a Trustee/Chairman.

TC.246 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 16th December 2019 subject to an amendment to Minute TC 218(bii) to show that Councillor Morris had reported on the offer to restore the flagpole and Councillor Clemo had advised that there may be a cost implication in respect of the provision of brackets.

TC.247 Matters Arising

TC212:

The acting Town Clerk advised that BT had now offered a new package to commence on the 20th January at £52.00 per month to include line rental, calls and broadband. This was well within the budget allocation for the ensuing year and it was

RESOLVED: to enter in to the two year agreement with BT.

TC218 (b iii):

The Clerk advised that the first legionella test using the services of AQUACERT would be commissioned this week.

TC218 (b vi):

With regard to the relocation of the defibrillator currently housed on the office building, the Mayor was pleased to report that the proprietor of The Commercial Inn had formally agreed that it could be mounted on their building and this work would now be commissioned. The relevant people would be advised of the relocation on completion of the work.

TC221:

In respect of the staining of the door to the clock it was agreed that in view of the weather and the need for a dry period, the timing of this work should be left to the discretion of the contractor who would be provided with the key from the office and staff would ensure that a spare was held or that one would be cut if required.

TC233:

The Clerk advised that the issues relating to on line banking with Barclays had now been resolved and a new card was expected within the next 2 days which would enable the Council to resume normal activity. In the light of this and given the process of appointing a new Clerk and the move to the library, any investigation of moving the Council's accounts would be held over.

Councillor Clemo advised that if there were issues in the future he could be contacted to arrange for assistance from a former Business Manager with Barclays.

TC.248

By-Election Update

The Mayor advised that 3 nominations had been received by the 23rd December and the by-election would take place on the 23rd January which should enable the successful candidate to be involved in the next meeting.

TC.249

Finance

a) Accounts for Payment

Councillor Clemo having declared an interest retired from the meeting.

RESOLVED: To approve the accounts for payment as set out on the attached schedule.

b) Grant applications

No applications had been received.

c) Letters of thanks

A letter of thanks had been received from the Secretary of St Just Rugby Club in respect of the annual firework display which had been hailed as a great success.

d) Budget Update and Precept Setting

The Clerk had provided councillors with a spreadsheet showing expenditure to date, proposed revisions to the current year and proposed expenditure for 2020/2021.

The Clerk had also provided supporting notes in respect of each expenditure head with an explanation of the revision to figures for the current year, including the virement of money between headings to take account of and to mitigate any likely overspend. The notes also provided an explanation in respect of the proposed figure for the forthcoming year.

The Clerk then spoke to a number of Expenditure Heads to provide further detail as follows:-

Note 1) Elections - The cost of the by-election held on the 12th December had now been established in the sum of £6,390.00 (shared with CC re: the General Election) and the forthcoming election on the 23rd January would be £7,390.25 (full cost St Just TC).

The current year budget had been set at £6,000 and the Clerk proposed viring money from the under spend at the Gross Salary heading to cover the additional cost. The Clerk also proposed that the budget remain at £6000 per annum but in a year with no election cost that £3000 be transferred to an Earmarked Reserve to cover eventualities such as that which had arisen this year.

Note 2) Gross Salaries - Details of the under spend in the current year were noted and the proposed cost in the forthcoming year was largely attributable to the increased hours for the Clerk and a 2% allowance in respect of the wage settlement.

Note 7) Telephone/Internet - This item had been covered in matters arising from the minutes of the previous meeting.

Note 14) Memorial - the relatively small amount at this heading would be subsumed in to the Public Amenities budget (Note 18) as part of the Council's maintenance of property.

Note 18) Public Amenities - this heading had a budget set at £20,000 for the current year but was currently showing an over spend of £1,260 and it was understood that a number of items of essential repair and improvement related to Pendeen Playpark (Note 32) and the Clerk proposed viring £10,000 from Line 32 to Line 18 to address this and to cover further expenditure to the year end.

Note 21) Footpaths - It was noted that the expenditure on this Line was to support further work to paths not covered within the grant from Cornwall Council in the Local Maintenance Partnership.

In future this budget would be shown to include to take account of the grant ie LMP grant plus £2,500.

Note 23) Public Toilets and the Car Park Recharge to CC – the Clerk advised that it had been established that the costs attached to the toilets, both blocks, for the current year would be £20,000 to cover cleaning, maintenance and water charges and that CC had covered the Unified Business Rates. On the question of UBR the Council had been notified that legislation to exempt toilets from UBR had not been enacted prior to the General Election and there was uncertainty as to when it would be returned to Parliament. For that reason, councils were being advised to set budgets accordingly and £25,000 had been allocated for the forthcoming year.

The 'loss of income' recharge by CC in respect of the car park had again been provided for in the forthcoming year budget to protect the Council's position should there be continued delay with the completion of the purchase. However, it was very much hoped that the matter would be concluded by the 31st March and the 'under spend' at this heading could be vired to cover the cost of increased activity in years 2 and 3 at the Library as shown in the business plan.

Note 24) Car Park – Maintenance/UBR/Water Charges – This budget in the current year had been set at £1,500 but was running at £3,650 and £2,500 had therefore been vired from Line 23 to cover the projected under spend. The budget for the forthcoming year had been returned to £1,500 but with a note that it should again be possible to vire money from Line 23 without the need for a call on the Precept.

Note 25) Neighbourhood Plan – it was noted that there is access to grant aid to cover/assist with the plan and the Clerk would establish a clearer position prior to the budget being signed off on the 27th January.

Note 26) Devolution Projects – this budget had been set at £5000 for the current year and held at that figure for the forthcoming year and would be utilised in respect of legal costs when they were not supported by grants from CC.

Note 27) Library Transition 19/20 and Operational Cost 20/21 – The Clerk advised that although the original Gross Salary budget in the current year had been uprated to cover library staff it appeared that the Operational Costs in the first year of £18,556 had not been included. The Council assumed responsibility for such costs from October and could expect expenditure of £9,250 and the clerk had outlined possible virement from 2 other headings to cover this figure. The forthcoming year had been set at £20,000.

Note 27) Plain-An-Gwarry – Held at £2,000 with any under spend to be transferred to the Earmarked Reserve.

Note 29) CCTV Maintenance and Upgrade – it was agreed that this item would appear on the agenda for the next meeting to be dealt with in Part 3.

Note 32) Pendeen Play Park – the reduced balance of £20,000 to be transferred to an Earmarked Reserve with 20/21 returned to £30,000 thus providing £50,000 in the forthcoming year to commence planning for refurbishment/upgrade. By early April 2021, with continuing provision in the budget, there would be £80,000 available which it was hoped would cover the full refurbishment costs and the £30,000 in future years could be reallocated to provide an Earmarked Reserve at £10,000 pa for larger playground costs, £10,000 to be allocated to the Buildings Maintenance Fund and £10,000 to sustain the General Fund.

The Clerk advised in summary that the proposed budget gave rise to a Precept requirement of £259,359 in 20/21 against £221,392 in the current year, an increase of £37,967 attributable mainly to increases in Gross Salaries at Line 2 and Library Operational Costs at Line 27.

The current year cost for a Band D property was £133.60 which would rise to £153.76, an increase of £20.16 in a full year or £1.68 per month. With an increase in the Council's Tax Base (greater number of properties) the percentage increase was 15.09%.

The Clerk advised that he was happy to provide any further information required by Councillors prior to the meeting on the 27th January at which the proposed revisions for the current year and the budget for 20/21 would need to be finalised and the Precept reported to CC.

TC.250

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

1. PA19/10595

Proposal: Reserved Matters in respect of PA16/01549 (Construction of 14 residential units (12 holiday units and 2 live work units) with variation of Condition 1 Condition Numbers(s): (approved plans)

Condition(s) Removal:

There is a need for some variation in accommodation size between the units on the site to improve the mix of holiday accommodation on offer across the site. Although the original submission showed 3 four bedroomed units, negotiations to reduce the first floor massing of the largest units saw a reduction in the number of bedrooms, so there were no four bedroomed units on the approved scheme.

The amended drawings for the same three units now propose to provide a 4th bedroom through changes to the internal layout and a small single storey rear extension to each unit. Location: Carnyorth Industrial Estate, Access track to Carnyorth Amenity Site

RESOLVED: NO OBJECTION

2. PA19/10730

Proposal: Convert existing garage and link to existing property with new small rear extension. Location: 24 Cape Cornwall Street St Just TR19 7JZ

RESOLVED: NO OBJECTION

3. PA19/05509

Proposal: Application of reserved matters following outline approval PA16/08439: Details of the access, appearance, landscaping, layout and scale. Location: land SE of Whealbal Road from the B3306 Between St Ives Road and Carnyorth Hill to Whealbal Trewellard Pendeen TR19 7SS

RESOLVED: NO OBJECTION

4. PA19/10713

Proposal: Removal of Internal Wall, Replacement Guttering and Associated Works. Location: 6 Market Square, St Just TR19 7HF

RESOLVED: NO OBJECTION

5. PA19/10714

Proposal: Listed Building Consent: Removal of Internal Wall, Replacement Guttering and Associated Works. Location: 6 Market Square, St Just TR19 7HF

RESOLVED: NO OBJECTION

6. PA19/10967

Proposal: Proposed single storey extension providing new kitchen, utility and dining area. Location: Wesley's Barn Bosavern Farm Bosavern St Just

RESOLVED: STRONGLY SUPPORT THE PROPOSAL

7. PA19/10649

Proposal: Retention and completion of greenhouse. Location: Porthledden Cape Cornwall St Just TR19 7NL

RESOLVED: NO OBJECTION

8. PA19/11027

Proposal: Request for works on Holly Tree subject to TPO. Location: Bosorne House Bosorne Road St Just.

Councillor James advised that she had established the exact nature of the proposed works which were acceptable and to assist with access to an outside building.

RESOLVED: NO OBJECTION

9. PA19/10650

Proposal: Listed building consent for proposed retention and completion of greenhouse. Location: Porthledden Cape Cornwall St Just TR19 7NL

RESOLVED: NO OBJECTION

b) **Decisions**

1. PA19/04169

Conversion and extension of existing barn to form a holiday unit and associated works. Location: Land West of Lower Bostraze Farmhouse, Lower Bostraze, Newbridge

APPROVAL

C) Appeals

None

TC.251

Neighbourhood Planning

The following report was presented:-

We are continuing to work on drafting policies, with a series of fortnightly workshops. We will be able to report in more detail on this at the start of February. The revised timescale means that we do not expect to make another funding bid this financial year.

We are having some difficulty regarding the materials currently stored at the Council Chambers. Most items can be removed but there is a large number of boxes containing the completed household survey returns which need a home. So far we have been offered temporary space at the Lafrowda Club (there is no space available at other obvious locations such as the Nancherrow Centre). It is important to note that these returns are the Council's property and that the decision as whether they are retained and where they are stored is for the Council. We have asked for advice from the Cornwall council NP support team and they say: *The steering group need to speak to the Town Council and see what its policy is on keeping data and get the Council to make the decision and store the paperwork if needed. I would advise them not to throw the paperwork away as they are still developing the plan but they could scan the questionnaires in depending on the amount they have. We feel the questionnaires should be retained until the NP is 'made' so that they can be consulted again if necessary. Allowing for slippage this might take us to June 2021 and scanning is not a practical option. It might be necessary to retain the much smaller bundle of marked up plans from the survey for longer in case of legal challenge. We are therefore asking the council to decide on whether the documents should be retained and if so, to advise on where they should be kept.*

RESOLVED: THAT THE DOCUMENTS SHOULD BE RETAINED AND MOVED TO THE LIBRARY. ONCE ALL THAT NEEDS TO BE BROUGHT TO THE LIBRARY FROM THE EXISTING COUNCIL BUILDING IS IN SITU A DECISION CAN BE MADE ON THE CAPACITY OF THE NEW STORAGE UNITS UNDER CONSTRUCTION AND THE SIZE AND STYLE OF THE STORAGE SHED/CONTAINER TO BE INSTALLED AT THE REAR OF THE BUILDING

Councillor Baxter advised that with the majority of NP meetings taking place during the day she was finding it increasingly difficult to attend and to be involved as she would wish and Councillors Moore and Prowse advised that they would cover Council support for the group between them.

TC.252

Correspondence

Correspondence had been received from Cornwall Council in respect of Application PA19/08167 – construction of two storey extension, annexe, porch and associated works to say that notwithstanding the Town council's strong objection, revised drawings had been provided and in accordance with planning policies, Cornwall Council was now proposing to approve the application.

Councillors were disappointed with this outcome but after discussion to show that the application now accords with Cornwall Council policies it was acknowledged that it would not be possible to provide reasons that the matter 'be called in' and it was therefore

RESOLVED: TO AGREE TO DISAGREE IN ACCORDANCE WITH PLANNING CONSULTATION PROTOCOLS

TC.253

Committee Reports

a) Staffing Committee

Councillor Manser advised that 23 applications had been received and that 5 candidates had been shortlisted for interview on Friday the 17th January. Subject to the post being offered, references would be taken up and the satisfactory completion of this process would enable the Chairman of Staffing to advise Councillors accordingly via the Mayor.

b) Amenities Committee

The footpath maintenance contract period would expire at the end of this financial year and given the fluid situation with the office relocation and the lack of a permanent Town Clerk it was proposed the current contract be extended by 18 months to the end of September 2021 when a full tender exercise would be carried out.

RESOLVED TO APPROVE THE EXTENSION OF THE CONTRACT AS OUTLINED ABOVE

With regard to the proposed meeting of this committee on the 20th January it was felt that again for the reasons outlined above, meetings should be suspended until the end of February.

There was one issue which could be dealt with by the Delegated Executive Committee relating to the provision of replacement noticeboards and the Clerk would provide details of products available for 3 boards within the agreed budget of £1,200.

TC.254

Library

To receive updates and agree any associated actions and expenditure

- a) Approval for the Tin Coast Partnership, police and the Community Land Trust (Council office is the registered office for the Trust) to have continuing use/access at the new location.
Councillor James had declared an interest in respect of the CLT as Trustee/Chairman but had sought dispensation to provide Councillors with the history of the organisation and to advise that the Council was the 'Constitutional Custodian' of this not for profit charitable limited company.
Councillor James retired from the meeting.

RESOLVED: TO APPROVE THE CONTINUANCE OF THE CURRENT ARRANGEMENTS FOR THE ORGANISATIONS LISTED ABOVE

- b) The Mayor sought advice with regard to the future for photographs of previous Mayors and councils and it was felt that they should be brought to the library to make a judgement on available space for display. Those not on display would be digitised and available to view on a monitor with the originals removed from frames and held in an archive. Councillor Shephard agreed to scan the photographs. Paintings and prints would also be transferred to the library and a judgement made on display where possible and otherwise archiving.
- c) With regard to DBS checks and because of the requirement to have a named person responsible for the process it was agreed that this matter would be held over pending the appointment of a new Clerk.
- d) The Mayor provided a summary of the final arrangements for the move which would take place in the week beginning 20th January. There were various items which were not fit for transfer, namely the red chairs and the butlers cupboard and the Mens' Shed would be approached to see if these items would be of use. The long table in the present Council Chamber was also not suitable for transfer but members felt that a suitable home could be found for this and other items of furniture would be brought to site and a judgement then made on their use and suitability for retention. In respect of confidential paperwork it was agreed that this would be shredded using a commercial provider.
- e) The Mayor reported on statistical data provided by the library staff which showed encouraging increases in the months of November and December over the previous year in the areas of PN usage, service requests, footfall and new borrowers although there was a decrease under the heading of 'activities'.

TC.255 Car Park and Toilets

Councillor James advised that there was nothing to report other than that a response was still awaited in respect of the revised Heads of Terms of the lease.

TC.256 Mayor's Report

1. Most of my time has been taken up with the details of the move to the Library. I attended the Primary School Carol Service at the end of term.
2. I visited Benoni Nursing Home on Christmas Eve.
3. I attended Marazion's Civic Service on the 12th January.
4. I attended the planning meeting for St Piran in St Just and District that morning.

TC.257 Cornwall Councillors Report

Sue James: Planting the Forest for Cornwall is underway; an ambitious 10 year plan to increase tree cover over many locations. It will include urban street trees, orchards, woodland areas to reduce flood risks downstream and the re-creation of lost historic woodlands. Councillors, land owners or community groups wanting to get involved can go to the Forest for Cornwall pages of the Council's Grow nature website. Those planting trees are invited to report them in on that website where a Tree-ometer is keeping a tally currently standing at 2,659.

Street homeless figures are continuing to reduce, across Cornwall. 24 people recorded as sleeping rough in November 2019, compared to 53 in November 2018 and 99 in November 2016. No one thinks these numbers represent the complete picture either for street homelessness or homelessness whereby people are 'sofa surfing' or sleeping in very inadequate and/or overcrowded conditions. It is easy for us to think that this is not happening in our community but I am working with a local man at the moment to get him linked up with services to find a permanent home.

'Have your Say' on Cornwall Council's budget is still open till the end of the month. Headlines on the budget are that a Council tax increase of 3.99% is proposed, 25 of which is dedicated to meeting increasing demands on Adult Social Care. Budget pressures continue with rising demands on services but reducing Government grant. The Council is increasingly dependent on the resources it can raise locally. To balance the budget from April, a further 12m of savings are required, this is on top of the savings of £380 million made since 2010.

The new waste collection and street cleaning contract has been let to BIFFA and the new household collection regime will start being rolled out in the second half of 2021. It will be fortnightly for both dry recycling and residual waste alongside a new weekly food waste collection.

The contract removes the communal recycling points from autumn this year but I have been promised that we (Town Council) will be consulted to find a solution for homes lacking storage for fortnightly recycling. I hope we will ensure our residents voices are heard and that we can work with Cornwall Council Officers to come up with a workable solution. Increased on-street recycling facilities are included and I wonder whether that, combined with smaller, easier to collect communal facilities, near our older flats, might be a route to explore.

I have submitted a motion to Council 21 January to get us working with partner organisations to extend the vaccination of badgers against TB to council owned land. Evidence shows that within 5 years a badger sett can move from having some infected animals to being clean, without the risk of those infected animals travelling from infected to unaffected areas. The goal is to eliminate badgers in Cornwall from the spread of Bovine TB.

Councillors will know the sale of this building is underway and whilst a pre-application was submitted to planning exploring residential use, I want to stress that might not be what it's future holds and I know of local interest in it as commercial/office space.

Finally, I want to report that a meeting is being set up to explore options for the 2 Warrens sites; creditors requiring their sale this year. After this initial small meeting, I hope that a broader discussion might be possible but Councillors will appreciate the sensitivities here.

TC.258

Information Items and Matters to Report

Councillor Clemens felt that it would be appropriate to place on record appreciation for Phil Wilkins for his sterling work over 21 years in respect of the Christmas Lights. He went on to advise that Mr Wilkins did this to honour the memory of Salvador Cillo and that each year Salvador's widow and daughter are invited to the lights switch on. The Mayor suggested that a letter of appreciation be sent to Phil Wilkins on behalf of the Council.

Councillor Clemo also felt that the 'Crazy Gang' deserved thanks for their continuing efforts with the lights particularly this year working in very cold conditions and 60mph winds. Finally, he advised that the tree socket, currently 6 inch diameter, needs to be increased to 12 and that Neil Mcfadden had offered to carry out this work without charge save for minor costs to cover any fittings.

Councillor Farmer advised that 3 sets of lights had been damaged and these had been removed to his workshop to assess and repair.

Councillor Prowse advised that Geoff Roberts had declined the gift of a bottle of gin and this would now be donated to the Library as a prize for their next raffle.

The meeting closed at 9.15pm.

Chairman's signature _____ Date _____

