

MINUTES of the ORDINARY MEETING OF ST JUST-IN-PENWITH TOWN COUNCIL held in St Just Library, Market Street, on Monday 12 July 2021 at 7.15 pm

Present

Sue James Mayor
Daisy Gibbs Deputy Mayor

Councillors

Howard Charman Debbie Shephard
Martin Cavell Robert Chadder
Doug Luxford Leanne Marsden
Farmer Morris Jessica Morris

TC.42 Public Address at Council Meetings

Planning Application Sancreed PA21/05698 Helen Bowkett, Kate Goodman.

Planning Application PA21/05941 Luke McFadden.

7 members of the public were present.

TC.43 Apologies for Absence

Chris Denley and Cornwall Council Councillor Brian Clemens.

TC.44 Declarations of Interest

Planning Applications
Leanne Marsden PA21/05941 and PA21/05830
Debbie Shephard PA21/05096

TC.45 Dispensations

There were no dispensations granted.

TC.46 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 21st June 2021 with some minor amendments.

TC.47 Matters Arising

None.

TC.48 Planning

Leanne Marsden left the meeting for the two applications (TC.44) and re-joined the meeting once the decisions had been taken. Debbie Shephard left the meeting for the one application (TC.44) and re-joined the meeting once the decision had been taken.

a) **Applications**

62/21 Application: PA21/05941

Proposal: Outline Planning with some matters reserved (access): Change of use of land for storage, buildings and parking in connection with Landscape Gardeners Construction and Contractors, introducing storage bins, cabins relating to the operation of the site: parking for commercial vehicles, staff and visitors and offices.

Location: Land West of Leswidden Fuel Depot, St. Just. **(T. Cl. No Objection).**

63/21 Application: PA21/05096

Proposal: Insertion of a new double- glazed fixed pane window within existing Ground Floor Kitchen and alteration of existing window to form new French doors with fixed side light, replacement windows and installation of a Heat Source Pump.

Location: Wheal Cunning House, Boswedden Place, St. Just. **(T. Cl. No Objection).**

64/21 Application: PA21/05154

Proposal: Proposed adjoining side store rebuilt. Alterations and modest extension of existing rear lean-to. Replacement of failed/rotten doors and windows. Re-submission of previously withdrawn PA20/06642.

Location: Bojewyan Cottage, 20-21 Bojewyan Stennack, Pendeen **(T. Cl. No Objection).**

65/21 Application: PA21/05155

Proposal: Listed Building Consent for proposed adjoining side store rebuilt. Alterations and modest extension of existing rear lean-to. Replacement of failed/rotten doors and windows. Re-submission of previously withdrawn PA20/06642.

Location: Bojewyan Cottage, 20-21 Bojewyan Stennack, Pendeen **(T. Cl. No Objection).**

66/21 Application: PA21/05038

Proposal: Replace existing static caravan with permanent timber dwelling linked to Westwinds Canine Centre, (revised scheme PA20/00908).

Location: Westwinds, Little Brea Veau, Kelynack, St. Just. **(No Objection if the development is linked to the business only and remains for that use only).**

- 67/21 Application:** PA21/05698
Proposal: Agricultural shed and field shelter with access
Location: Hillside Farm, Grumbla, Sancreed. **(T. Cl. No Objection).**
- 68/21 Application:** PA21/05830
Proposal: Conversion of existing building to form two cottages.
Location: Land and Building at Enys Cottages, Pendeen. **(T. Cl. Objection – highly visible building in the countryside, questionable parking provision. Over-development on the space available).**
- 69/21 Application:** PA21/06648 – **For Information Only**
Proposal: T1 – Leyland Cypress – Fell low amenity tree growing close to utility wires and leaning.
Location: The Haven, Trewellard, Pendeen. **(T. Cl. Noted).**
- 70/21 Application:** PA21/05311
Proposal: Timber framed agricultural building for the storage of hay and farm machinery (18.13m x 10.20m).
Location: Nanquidno Farm Barns, Nanquidno, St. Just. **(T. Cl. No Objection).**
- 71/21 Application:** PA21/05822
Proposal: Demolition and removal of various outbuildings, replacement of storage barn for agricultural use and associated works.
Location: Land North of Trewellard Farmhouse, Trewellard Hill, Pendeen.
(T. Cl. Strong Objection – Over-development of the site).

b) Decisions

Application: PA20/08268
Proposal: Changes to prior approved Planning (PA12/11270). Alterations and extension of existing Water Tower to be used as a residential unit.
Location: Cape Cornwall Golf & Country Club, St. Just. **Approval** (T. Cl. No Objection).

Application: PA21/01956
Proposal: Change of an area of land to residential use and siting of a timber pod for use as a garden studio/office and associated works
Location: Chyvounder, Bollowal, St. Just. **Approval** (T. Cl. No Objection)

Application: PA21/02058
Proposal: Certificate of Lawfulness for existing use: Storage (Use Class B8)
Location: The Quarry, Leat Road, Boscaswell Downs, Pendeen.
Refusal (T. Cl. Objection)

Application: PA21/02568

Proposal: Replace Conservatory roof and wall frames.

Location: 9, Carn View Terrace, Pendeen. **Approval** (T. Cl. No Objection)

Application: PA21/02990

Proposal: Change of use of previously approved annexe (PA16/06454) into holiday let.

Location: Pinegrove, Nanquidno, St. Just. **Approval** (T. Cl. No Objection)

Application: PA21/02359

Proposal: Construction of a single detached two storey dwelling with variation of Condition 2 of Decision PA19/09154 dated 26/03/2020.

Location: Land rear of Radjel Inn, Boscaswell Terrace, Pendeen. **Approval** (T. Cl. Strong Objection)

Application: PA21/03940

Proposal: Replacement windows and doors.

Location: 29, Ponds Hill, Pendeen. **Approval** (T. Cl. No Objection)

c) **Appeals** None

d) **Enforcements** None

TC.49 Finance

(a) Accounts for Payment of £15,919.82 were presented for approval and the Clerk went through the payments.

RESOLVED: To approve the payments **£15,919.82**

(b) Financial Assistance
None.

(c) Letters of thanks:
None.

(d) Consider bench in confidential section.

(e) Town website changes/compliance quote in confidential section.

(f) The Council needs to amend the Banking Mandate to include the Mayor and Deputy Mayor and remove all Councillors who have left the Council.

RESOLVED: To approve the changes to the banking mandate in the next few weeks.

(g) The Audit Report for the last financial year was circulated by email before the meeting. The Council noted comments of Internal Auditor who suggested the Council consider using professional assistance at year end following the change to the accounting system. The Council considered increasing The Fidelity Guarantee and the amount of precept is recorded in the minutes.

NOTED by Council.

(Action by Clerk)

TC.50 Neighbourhood Plan (NP)

The Plan is with the External Examiner. No meetings have taken place. New publication of the plan will be only available after this process

TC.51 Library

On 19 July the Coronavirus National Lock Down restrictions are due to be lifted and the library could revert to its pre-Coronavirus style operation but keeping the same hours. Several limitations will remain in place to control possible risks to health.

- (1) No more than 10 members of staff /public in the building at any one time.
- (2) The request that masks are still worn by the public visiting the library.
- (3) Everyone still needs to keep space between them and others and wash hands on entry.
- (4) The foyer and main library area are open to the public but nowhere else.
- (5) 2 of 4 public computers will be open to the public to use (a measure to limit numbers in the building).

The Clerk is collecting staff thoughts and input from Cornwall Library Service before finalising on Thursday. Signage will be put up to inform the public giving them these details

Young person's request to sell cakes for charity outside the library was approved subject to their taking responsibility for their own health and safety along with the public.

TC.52 Town Vitality Fund Bid/Welcome Back Fund Update

Documents had been circulated before the meeting. The submission of the Welcome Back Fund was submitted before the deadline. The Town Vitality Fund Offer letter was circulated prior to the meeting. The Town Council discussed the offer letter and accepted the terms.

RESOLVED: That the Town Council voted to accept the offer letter and Cornwall Council will be informed. The Clerk will sign the letter on behalf of the Council.

TC.53 Committees, Roles and Outside Bodies

The Council discussed the need to form its committees, and decided to form Audit, Staffing, and Climate Change. Property and Amenities would be reviewed in a years' time to see if it is needed. The following Councillors agreed to join these committees and roles.

Staffing Committee

Farmer Morris Daisy Gibbs
Martin Cavell Robert Chadder
Doug Luxford

Audit Committee

Chris Denley Debbie Shephard
Robert Chadder Jessica Morris

Climate Change Committee

Debbie Shephard Howard Charman
Martin Cavell Jessica Morris

Councillors decided not to appoint to outside bodies until they had approached the Council. The organisations listed below did, and Councillors have volunteered:

The Tin Coast; Daisy Gibbs
Penwith Landscape Partnership; Sue James
Police Liaison: Debbie Shephard

In addition, 2 councillors (one from the audit committee - Debbie Shephard) are needed to check quarterly sample of payments against bank statements. Sue James and Debbie Shephard have volunteered.

Councillors were needed to engage with the Emergency Plan and the following volunteered to do so:

Emergency Plan

Chris Denley Doug Luxford/ Daisy Gibbs/Farmer Morris/ Sue James

TC.54 Correspondence

Councillors discussed Cornwall Council Newsletter previously circulated which contained several items of interest to Councillors:

Landmark Trees.

Leanne Marsden outlined that the Town Council could bid to obtain free Landmark Trees.

Resolution The Town Council agreed that Leanne Marsden could bid into the scheme for up to two trees although exact locations are still needed to be agreed.

Tour of Britain

Chris Denley is the Council Link Councillor and would update at the next meeting. The item is on the Community Network Meeting Agenda on 15 July 21.

Queen's Platinum Jubilee

This, and the Cornwall wide meeting were noted and Councillors have details if they are interested in attending.

St Just School Parking

The Town Council discussed the email received today and wished they had received it earlier as they felt it was very short notice but wanted to check with the school if they could help in some way. The suggestions from Councillors were to ask whether the school wanted a sign placed in the Lafrowda Car Park directing cars down to the School to park when it was filled or vice versa.

Secondly if Cornwall Council did not give us permission to have the sign in the car park, would the school want a sign put up opposite the entrance to Lafrowda car park near the Library to help the situation.

Resolution The Clerk would write to the School and Cornwall Council's Community Link Officer on the situation.

TC.55 Plain an Gwarry.

An email was received from Historical England on the conditions for planned work in November/December 21 and was circulated before the meeting. The Council discussed the email.

Resolution The Town Council agreed to the set-out conditions in the Historical England correspondence. It further agreed to approach a specialist to oversee the project who has already provided reports to get the plans to Historical England.

The Clerk will reply on behalf of the Town Council to accept the conditions and contact Adam Sharpe.

A report of an individual allowing dog fouling was reported to the Council in that the individual was ignoring the signage and allowing their dog into the Plain an Gwarry. The issue has been reported to Cornwall Council for action.

TC.56 Mayor's Report

We are now a team of 11, and the process to fill our casual vacancy is underway. Hopefully all feel welcome, able to ask questions and are ready to learn to be effective community representatives and decision makers.

It was good to see some of you at the Chapel Carn Brea Midsummer Bonfire on 23 June, where my Cornish must have been passable as the Old Cornwall Society are suggesting I attend the Crying The Neck harvest celebration. As Mayor, I have also witnessed the arrival of the team at Land's End, in a Mustang Mach-E electric car, attempting a double Guinness World Record for the journey using least electrical energy and shortest charging time. The word *witness* turns out to have been key, as I had to complete a form for the Guinness World record panel to say what I witnessed, and give some specific data from the car. They did the journey charging the car for less than an hour, which is pretty impressive, but it was a slow drive! It has just been confirmed they have taken the records from the Tesla team.

I offer a reminder of the visit by Agile Properties on Thursday and if you want to attend the presentation, Q & A and discussion at 4 p.m., you need to let me know. Those attending include, Andrew George as Chief Executive of Cornwall Community Land Trust, representatives from Who Dares Works and some neighbouring Town and Parish Councillors.

It is also our Community Network Panel meeting on Thursday 15th, at 7 p.m. taking place on Teams – a link to the agenda and joining the meeting are [here](#). For new Councillors, this is a meeting for Towns and Parishes in West Penwith, along with the Cornwall Councillors for the area. All Councillors are welcome but if there are votes, Mayors/Chairs of Towns and Parishes and Cornwall Councillors are the only ones who can vote. The agenda this week includes updates on COVID support and Tour of Britain and Highways schemes. I will be seeking an update on proposals to improve safety of the A3071, given that the funding was announced for Cornwall 3 years ago.

An event in the calendar of this Town Council and Mayor is Mayor's Sunday. When I was Mayor, back in 2012/2013, I broke with the traditional approach of a parade, church service and meal for neighbouring Mayors and community representatives; in fact, I held the event on a Friday evening! Our local secondary school had just contributed to the Queen's Diamond Jubilee celebrations, with their dinner menu so I felt they should cook for me and more importantly, prepare a thank you meal for all our community volunteers. We had a great evening in the atrium of the school.

This year I feel that many of our community organisations will have struggled to keep going and run their usual fundraising events. I know some have lost valued volunteers. Equally, some of our residents have felt isolated and more vulnerable so I'd like to do something that gets people connecting safely again. My idea is to invite our wide variety of community organisations to come together to give a display of what they do, have the opportunity to recruit new volunteers/

members/ participants, and give them the chance to fundraise. It should be an event to entice our residents to browse and remind themselves of what a vibrant community we have and that they do not need to feel isolated or alone. My thoughts are to do this on the afternoon of Sunday 19 September (the usual weekend for Mayor's Sunday) but I'd need to know that you are up for this, including helping me to organise and host it. We would have to think about a venue and keep in mind this is the day after Ordinalia finishes. It will only work if useful to a good number of our community groups, and that would have to be the first test of interest.

I can take any questions or comments.

TC.57 Information Items and Matters to Report

Community Network Panel is taking place this week on 15 July 2021.

Doug Luxford said he had reported the damage to Cornwall Council's bus shelter in St Just and Cornwall Council had been out to put tape up.

Doug Luxford had conversations on the St Just in Bloom's plan for a bench.

It was confirmed that a new noticeboard will be obtained to be placed on the Toilets at Pendeen once the Council takes up ownership from Cornwall Council through the devolution process.

TC.58. 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.59 Confidential Financial Matters

- a. Town Council Web pages (full costing details were circulated by email)
The Council needs to update the Council website like almost every other Council in the country. The new standards in the public sector fall under compliancy to the latest WCAG 2.1 and GDPR guidelines. The accessibility project is to bring the Town Council website up to date using its existing specialist contractors/web designers who identified what exactly needs to happen to get there. The costing is for £1125.00.

RESOLUTION: The Town Council instructed the Clerk to accept the costing on behalf of the Council and request Webfooted Designs to carry out the work.

- b. Bench at Creswell, Botallack (Debbie).

RESOLUTION: the Clerk would get costings for work to reinstate the bench.

- c. Pendeen Playpark. The Annual Report with its programme of work and decision on the process to carry out recommended changes/repairs. Report to be circulated was seen by Chair of P & A Committee and was brought before full council. The Clerk would now like to draw up the actions needed and discuss with its specialist contractor to cost and then complete.

RESOLUTION: the Clerk would draw up the requirements for work to obtain a costing from its specialist contractor.

The meeting closed at 9.45 pm.

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Chairman's signature _____ Date _____