

Dear Councillor

You are summoned to attend a **VIRTUAL** meeting of **St Austell Bay Parish Council** to be held on **Thursday 6 August 2020** at **6.00pm**

Any member of the public wishing to attend the meeting should obtain the joining details from the Clerk no later than **12.00 noon** on **6 August**. For security reasons no person will be admitted to the meeting without prior notification to the Clerk that they wish to attend.

Julie Larter

Julie Larter
Clerk
30 July 2020

01872 501101
enquiries@staustellbay-pc.gov.uk

Please note that under the Openness of Local Government Bodies Regulations 2014 this meeting may be recorded

AGENDA

1. Apologies for Absence

2. Minutes of a meeting of the Parish Council held on 9 July 2020

To resolve that the minutes of the above meeting be signed as a correct record of the meeting. Pages 4 - 6

3. Matters to note

To receive a verbal update from the clerk on matters progressed since the last ordinary meeting

4. Declarations of Interest

(a) Pecuniary Interests

Declare those interests which have been declared on your Register of Financial Interests relevant to the agenda of the meeting. Whenever the item is being discussed, including public participation, you must leave the room and not take part in the discussion or decision.

(b) Non-registerable Interests

You must declare Non-registerable Interests at the start of the meeting or whenever the interest becomes apparent. Then when the matter is being discussed, even during public participation, you must leave the room and not take part in the discussion or decision.

(c) Dispensations

To consider any requests for dispensations relating to items on the agenda

(d) Gifts and Hospitality

To declare any gifts or hospitality

Please call the Clerk before the meeting if you have any queries about these matters.

5. Chairman's Announcements

To allow the Chairman to make any announcements.

6. Public Participation

The Chairman will invite Members of the public to address the meeting in relation to the business to be carried out at the meeting.

15 minutes will be allocated for public participation (this can be extended at the Chairman's discretion). Each person addressing the Council will be allocated a maximum of two minutes.

7. Charlestown Character Appraisal and Management Plan

Graeme Kirkham, author of the document will give a short presentation. Councillors will then be invited to make comments and to discuss facilitating a public consultation.

Previously circulated

8. Planning Applications and Related Matters

(a) To consider a response to a consultation by the Planning Authority on the following applications *and any applications received after publication of this summons.*

PA20/05646 - 5 Church Road, Charlestown: Proposed parking within the curtilage

(b) To receive an update on the following applications

(i) PA19/08174 – Land Off Mill Lane: Residential dwelling to include associated site works and alteration/formation of vehicular/pedestrian access

(ii) PA19/03884 – Charlestown Harbour: Proposed siting of a demountable timber workshop for boatbuilding and repair

9. Cornwall and West Devon Mining Landscape World Heritage Site Draft Management Plan 2020 – 2025

To respond to a consultation.

The document can be found at

<https://www.cornwall.gov.uk/media/40812137/cil-guidance-for-town-and-parish-councils-final.pdf>

10. Cornwall Councillor's Report

To receive a report from Cllr Tom French

11. Keep Charlestown Safe

(i) *To note the current position of the working party*

(ii) To note recent incidents of anti-social behaviour in Charlestown and the wider St Austell area

12. Regatta Playing Field

To receive a report from Cllr Tombs and authorise any expenditure

13. Parish Council Premises

(i) Public Toilets

To review current situation and authorise expenditure

(ii) The Pattern Hall

To note the proposed date for the re-opening of the Post Office Outreach Service, consider when to re-open the hall for letting and authorise any expenditure

14. Car Parking in Charlestown

To consider asking Cornwall Council to facilitate a multi-agency meeting to discuss options

15. Highways Matters

(i) Temporary pedestrian safety measures in Charlestown

To review the temporary pedestrian safety measures

(ii) To note any highways concerns

16. Financial Matters

To note the current financial position and approve payments

Appendix (i)

17. Parish Councillor Vacancy

To co-opt to fill the vacancy in the Duporth ward

18. Meetings/Training Attended

To receive an update from meetings or training recently attended by members or the Clerk

19. Correspondence

To note correspondence received since the last meeting

Page 7

20. Dates for the Diary

To note any forthcoming dates for members' diaries

21. Dates of future Parish Council Meetings

20 August (only if needed), 17 September, 15 October, 19 November, 17 December 2020

Future meetings will be held virtually until Government advice changes

MINUTES of a virtual MEETING OF ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 9 July 2020 (held via Zoom)

Present: Cllrs Bill Leach (Chairman), Sue Leach, Richard Hallows, Trudy Reynolds, Dave Nicklin, Sue Osbrink, Malcolm Neill, Peter Tombs

In attendance: Julie Larter, Clerk; 1 member of the public.

(19/213) Apologies for Absence

There were no apologies.

(19/214) Minutes of a meeting of the Parish Council held on 20 February 2020

It was **RESOLVED** that the minutes of the meeting held on 20 February 2020 be signed as an accurate record of the meeting.

(19/215) Declarations of Interest on Items on the Agenda

- (a) There were no declarations of pecuniary interest
- (b) There were no declarations of non-registerable interest
- (c) There were no requests for dispensations.
- (d) There were no declarations of gifts and hospitality.

(19/216) Standing Orders

- (a) It was **RESOLVED** to adopt amended Standing Orders in accordance with Minute (19/207) dated 20 February 2020.
- (b) It was **RESOLVED** to adopt supplementary Standing Orders in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

(19/217) Chairman's Announcements

The Chairman announced that Steve Morris had resigned as a ward member for Duporth and the Clerk confirmed that the process for filling the vacancy was in hand.

(19/218) Public Participation

The member of the public present stated that she has a family connection with Porthpean. She explained that she will be contacting members of the Neighbourhood Plan Strategic Group regarding the draft plan and she was attending the meeting to put faces to names.

(19/219) Procedural Matters

(i) The Internal Auditor's reports were noted. The Chairman congratulated the Clerk on the reports highlighting that no issues had been found.

(ii) It was **RESOLVED to agree and approve the Annual Governance Report.**

(iii) It was **RESOLVED to agree and approve the Accounting Statements for 2019/20.**

(iv) It was **RESOLVED to ratify decisions and payments made under the temporary scheme of delegation.** It was noted that this scheme of delegation is no longer in place now that ordinary parish council meetings have resumed.

(19/220) Planning Applications and Related Matters

(a) A copy of the applications received whilst the parish council was unable to meet had been circulated with the agenda. It was **RESOLVED to ratify responses made to the Planning Authority during this time.**

(b) No applications had been received after publication of the summons.

(c) The current situation on the following planning applications was noted:

(i) PA19/08174 – Land Off Mill Lane: The Clerk explained that she was waiting for 2 parties to meet to discuss outstanding matters, but the meeting had been delayed because of Covid-19 restrictions. The Clerk was asked to enquire what the outstanding matters are.

(ii) PA19/03884 – Charlestown Harbour: The Clerk explained that in May the planning officer told her that a 2 month extension of time had been granted to give the applicant time to address the heritage impact of the scheme but parties have been unable to progress this because of lockdown.

(19/221) Community Network Highways Scheme

It was noted that an application from an individual has been submitted with a request for a length of yellow lining to be removed from lower Charlestown Road to enable Charlestown Gig Club to leave one of its gigs there for easy access into the water. It was **RESOLVED to support this proposal.**

It was also noted that a request has been received for lining in Railway Close. Members were concerned that if this goes ahead it could push parking into other areas of the estate and that the best option is for the management company to survey residents in the first instance. Cllr Osbrink will liaise with Blenheims.

It was agreed that parking in Charlestown Road and in particular the provision of residents' only parking should be placed on the next agenda.

(19/222) Correspondence Received

A list of correspondence received since 20 February had been circulated with the agenda.

(19/223) Dates for the Diary

29 July – St Austell and Mevagissey Community Network Panel Meeting (virtual). Voting on the next round of the Community Network Highways Scheme will be discussed. Cllr Neill and the Clerk to attend.

(19/224) Dates of Forthcoming Meetings

6 August, 17 September, 15 October, 19 November, 17 December 2020.

It was noted that the consultation on the draft neighbourhood plan ends on 6 August and it is likely that an Extraordinary meeting will be arranged to discuss issues raised from the consultation.

The meeting closed at 6.42 pm

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Chairman

Date

DRAFT

Correspondence Received Since the Last Meeting

- Details of Neutral Hive Cornwall
- Business and Planning Act 2020 – Pavement Licensing (Powerpoint Presentation)
- Wheal Martyn newsletter
- Complaint regarding ASB in Charlestown
- Various CALC newsletters