

Dear Councillor

You are summoned to attend a **Meeting of St Austell Bay Parish Council** to be held on **Thursday 9 September 2021** at **6.00pm** in **The Pattern Hall, Charlestown Road.**

*Julie Larter*

Julie Larter  
Clerk  
2 September 2021

07873 383400  
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*Please note that under the Openness of Local Government Bodies Regulations 2014 this meeting may be recorded*

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## AGENDA

- 1. Apologies for Absence**
- 2. Minutes of a meeting of the Parish Council held on 15 July 2021**  
*To resolve that the minutes of the above meeting be signed as a correct record of the meeting.*
- 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*

*Pages 5-11*

(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. Cornwall Councillor' Report**

*To receive a report from Cllr James Mustoe*

**7. Public Participation**

*The Chairman will invite Members of the public to address 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.*

**8. Planning Applications and Related Matters**

*(a) To consider a response to the following application and any planning applications received after publication of this agenda:*

(i) PA21/07952: 179 Charlestown Road: Works to trees namely Ash (T1) – fell, Ash (T2) – fell, Sycamore (T3) – pollard to 4m height, Ash (T4) – pollard to 4m height: all subject to a Tree Preservation Order

(ii) PA21/07841: 179 Charlestown Road: Proposed summer house and decking

(b) To note the outcome of the following planning applications received after the July meeting.

(i) PA21/06714: 181 Charlestown Road: Works to trees namely row of Limes (G1) Crown lift to 3m retaining the large lowest laterals – subject to a TPO

*Decided not to make a TPO*

(ii) PA21/07384: Charlestown Battery – Works to trees within a Conservation Area: Felling of trees and vegetation

*Decided not to make a TPO*

(b) To receive an update on the following outstanding planning applications

(i) PA21/01311 – Land South of Duporth Road: Full planning application for proposed 2 units of affordable housing at land adjoining 31 Charlestown Road in conjunction with outline application for 6 open market housing on Duporth Road and proposed off road parking on Crinnis Road

(ii) PA20/09731 – 4 Garden Walk: Construction of single storey extension with new sun terrace above and alterations to existing property

**9. Parish Consultation**

*To note the outcome of the recent parish consultation*

**10. South West Coast Path Closure**

*To note the current situation*

**11. Highways Matters**

(a) Parking in the parish

*To discuss problems over the summer and decide next steps*

(b) 20 is Plenty

*To consider whether to nominate any areas in the parish for inclusion in the scheme*

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(c) Footpath 26

*To note that The Cornwall Council Footpath 26 St Austell Bay (Part) (Land West of Annet Lowen, Carlyon Bay) Public Path Diversion Order 2021 was made on 5 August 2021*

(d) To note any other concerns

**12. Regatta Playing Field**

*To receive a verbal report on the working party meeting held on 19 July*

**13. Environment and Climate Change Working Party**

(a) *To consider changing the name of the working party to the Climate Crisis Action Group*

(b) *To receive a report from meetings held on 20 July and 3 September*

**14. Code of Conduct Complaints**

Case No CCN013/21/22: Complainant Miss A Browning; Subject Member Cllr B Leach

Case No CCN013/21/22: Complainant Miss A Browning; Subject Member Cllr S Leach

*To note that the outcome of the assessment of both of these cases was "No Breach of the Code"*

**15. Financial Matters**

(a) *Cornwall AONB Monumental Improvement Project*

*To consider a financial contribution to the project*

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(b) *To note the current financial position and authorise payments*

Appendix (i)

**16. Meetings/Training Attended**

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

**17. Correspondence**

*To note correspondence received since the last meeting*

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**18. Dates for the Diary**

*To note any forthcoming dates for members' diaries*

**19. Dates of future Parish Council Meetings**

*21 October, 18 November, 16 December, 20 January, 17 February,  
17 March, 21 April*

**MINUTES of a MEETING of ST AUSTELL BAY PARISH COUNCIL held on THURSDAY 15 July 2021 at 6.00pm in The Pattern Hall**

**Present:** Cllrs Sue Leach, Nick Foster, Nigel Chatterjee, Jackie Bull, Richard Hallows, Trudy Reynolds, Mike Norris

**In attendance:** Cllr James Mustoe CC; Jacob Parry, Activities Officer, Cornwall AONB Unit; Helen Nicholson, CC Community Link Officer; Julie Larter (Clerk); 7 members of the public

In the absence of the Chairman, Cllr Jackie Bull, Vice Chairman, Chaired the meeting

**(21/043) Apologies for Absence**

Apologies were received from Cllr Bill Leach.

**(21/044) Minutes of a Meeting of the Parish Council held on 17 June 2021**

It was **RESOLVED** that the minutes of a Meeting of the Parish Council held on 17 June 2021 be signed as an accurate record of the meeting.

**(21/045) Matters to Note**

The Clerk reported that she is still waiting to find out when the Charlestown Character Appraisal and Management Plan will be signed off by Cornwall Council. The replacement "Michael's bench" was installed today in Church Road and Keith has started to treat some of the benches around the harbour. The Clerk went on to say that although Covid restrictions were planned to be lifted on Monday, she has set out a protocol around the use of the hall which she will provide to hirers. The Clerk then read out the protocol.

**(21/046) Declarations of Interest on Items on the Agenda**

There were no declarations of interest.

**(21/047) Chairman's Announcements**

The Chairman had no announcements to make.

**(21/048) Cornwall Councillor's Report**

Cllr Mustoe tabled the following report:

The last few weeks have been particularly busy as we look to head out of lockdown restrictions and towards what promises to be a busy summer season, despite annoyingly having to self isolate for the last week and a bit.

I reported a fallen tree to Cormac on the path from Mill Lane to Porthpean Road which was subsequently cleared within 48 hours. I also have asked them to cut back the vegetation where the path ends on Porthpean Road, as it is growing out into the road and obscuring the vision of people who need to cross the road into sometimes oncoming traffic. They have done some of this by hand and will come back later and do the rest with the flail. I have had an area of the permitted right of way between Trenarren and the back road to Pentewan reported to me by the Ramblers Association and have gone back to the Parish Clerk who says this is a long term issue that she has been trying to get movement from Cormac on. I am happy to give support to the parish on this as it is crucial that we don't lose any of this network.

I was delighted to see progress with the repairs and rerouting of the Duporth coastpath - thank you to Cormac, Cornwall Council and Duporth Bay Residents for working together on this - I have been in regular touch with Cormac, Cornwall Council and some residents and am pleased to see this progress.

Regarding the hybrid planning application that was discussed at last month's meeting, I have had several conversations with the planning officer about this. She has concerns over the application but has yet to reach a recommendation. I will provide an update when I can.

Thank you also to the Chair and Cllr Leach for meeting with me to discuss the St Austell Bay Neighbourhood Development Plan. It is an excellent document and one that I hope will help me use planning guidance tailor made for the area to argue over planning applications and get the right results for the parish in the future. I look forward to the referendum.

I met with Cllr Foster about traffic issues on Duporth Road/Brick Hill immediately before this meeting.

I have had a number of contacts recently regarding anti social behaviour around several places in the division. In every case I have referred to the police, and in particular I am pleased to have reassurance from them today that they are using 'Beach Patrol' funding from the Police and Crime Commissioner's Office to resource additional patrols around the coastal stretch from Crinnis to Gorran Haven over the summer months. This is down to the local work put in by the St Austell area Sector Inspector and his team and I thank him for listening and taking action here. In any case where there is a potential crime being involved, and I am not going to mention specifics, as there are ongoing investigations over several of the incidents that have been reported to me, the first point of call should be to contact the police, both to report any issues that require urgent attendance via 999 or via 101 or the email at [101@dc.police.uk](mailto:101@dc.police.uk). It is only by reporting issues to the police that they are able to form an evidence base and take action, so it really does need to be done. It should go without saying that all forms of antisocial behaviour, particularly some of the reprehensible activity I have seen or been told about over the last few days, is unacceptable but it does need to be reported

appropriately so the relevant agencies can do their jobs and investigate and take further action.

### **(21/049) Cornwall Area of Outstanding Natural Beauty Monumental Improvement Project**

Jacob Parry reported that since the last presentation to the council, a bid for lottery funding has been successful and work has started on the development stage of the project. Cornwall Archaeological Unit has been commissioned to survey the 40 sites (which includes Black Head) in order to create a management plan for each site. Woodfield Ecology has been engaged to undertake a habitat walk-over survey to provide constraints maps and to identify controlled or protected species. 40 volunteers have been trained and they have given up 800 hours of time. The project will commence the delivery stage in March 2022 and the Unit is working on a further Lottery Fund bid. The intention is to deliver an extensive activity programme to engage more people in heritage and the project supports social prescribing, community groups and volunteers. The intention is to also create 2 apprenticeship places and to undertake education and outreach at the sites to encourage more people to visit heritage sites. Funding has been secured with Cornwall Council, Cornwall AONB and confirmation is awaited from Historic England and the National Trust.

Cllr Reynolds stated that the Trustees of the Penrice Estate have put the Ledrah up for auction and this was causing concern amongst residents. One of the main access routes for Black Head is across the Ledrah. Jacob asked the Clerk to pass his contact details on to Cllr Reynolds and he would alert the AONB planning officer. Cllr Mustoe offered to arrange a face to face meeting between one of the Penrice Trustees and concerned residents.

Cllr Bull thanked Mr Parry for his informative talk and suggested that he contacted the social prescribing nurse at St Austell Healthcare as she felt she would be keen to support the project.

### **(21/050) Public Participation**

The Chairman said that she would take comments from the public when the relevant agenda item was being discussed.

### **(21/051) Planning Applications and Related Matters**

(a) There were no planning applications to consider.

(b) An update was provided on the following planning applications

(i) PA21/01311 – Full planning application for proposed two units of affordable housing at land adjoining 31 Duporth Road in conjunction with outline application for 6 open market housing on Duporth Road and proposed off road parking on Crinnis Road, Carlyon Bay

Cllr Mustoe had given an update on this in his report.

PA20/08476 – 179 Charlestown Road: Proposed loft conversion to form a bedroom with a balcony

This application has been approved.

(ii) PA20/09731 – 4 Garden Walk: Construction of single storey extension with new sun terrace above and alterations to existing property  
No update was available.

(iii) PA19/08174 – Land Off Mill Lane: Residential dwelling to include associated site works and alteration/formation of vehicular/pedestrian access  
No update was available.

### **(21/052) Wainhomes Land Ownership in Charlestown**

It was noted that a survey was posted out to all households on the Electoral Register on 14 July. Cllr Leach explained that she had initially drafted the document which every councillor had fed into and wording for the final version had been agreed by all councillors. Cllr Leach went on to say that the protocol agreed for analysing neighbourhood plan questionnaires would be used to evaluate responses.

A member of the public stated that he represented 6 other people and they were disappointed that an analysis of the pain/gain of the proposed land transfers had not been undertaken and asked what the process for arriving at a decision with Wainhomes would be.

A member of the public felt that entering into any proposed land transfer was a risky venture and enquired whether the council had a budget for future liabilities should the transfer go ahead.

Cllr Bull said that no decision would be made until the results of the survey were known and that the council would not take on something the parish is not happy about. She said that the process will be transparent and when planning applications are submitted, full discussions will take place. Cllr Leach added that ultimately the decision on the planning applications would be made by the planning officer.

### **(21/053) South West Coast Path**

The Clerk reported that Cornwall Council has now reached agreement in principle with all affected landowners to roll back the path. Cormac is hoping that work can commence before the legal formalities have been signed in order to speed things up. Affected landowners are now being consulted on types of fencing and planting they would like. The Countryside Officers are hopeful that the path will reopen next month.

Work to East Cliff, Charlestown is still scheduled for September.

### **(21/054) Regatta Playing Field**

The Clerk reported that all the play equipment has now been installed and the new paths completed. The equipment has been safety inspected and Cornwall Council is happy for the area to be opened. The Regatta Working Party will be meeting on 19 July and will decide on an opening date.

Cornwall Council is in the process of costing various options regarding the drainage problem and once this has been done, will be meeting with The Duchy.

### **(21/055) Environment and Climate Change Working Party**

The group met on 6 July and Cllr Reynolds reported that Cllr Bull attended to outline the work carried out by residents of Chandlers Walk in creating their community garden. The group discussed how something like this could be rolled out across the parish and it was suggested that it would be nice to do something similar on the approaches to Charlestown from Carlyon Bay and also Duporth. The triangle of land at the end of Crinnis Road was suggested. The group would like to compile a list of volunteers within the community to undertake environmental projects and the Clerk will hold a database. Cllr Bull is to join the working party.

### **(21/056) History Working Party**

The group met on 5 July and Cllr Reynolds reported that several visits have been made to South Polmear mine, including with Graeme Kirkham who has been very helpful. The next step is to consider commissioning a measured survey with archaeological support – this is likely to cost around £10,000, and would need permission from landowners. Funding streams will be considered and a report will be put to the parish council for consideration.

Cllr Reynolds reported that the background information needed for the application to list the Rashleigh car park has been sent to the Clerk and she will submit the application when her workload permits.

Cllr Reynolds said that at the working party meeting Andy Trudgian had reiterated that no discussions had taken place with the Atalaya Trust regarding linking work to The Battery with any planning application and that the only finance discussed related to an offer from the Trust to instal a flagpole. It is intended that a number of improvements be made at The Battery, the first of which would be to submit a planning application to remove some trees which are in danger of undermining the wall but the loss of the trees will be mitigated by planting hedgerow trees along the new footpath. Following this, undergrowth will be cleared and a flagpole will be erected. Further work planned is for a replica cannon and interpretation boards to be installed and eventually hold guided walks and exhibits.

It was noted that some attention needs to be given to The Leats and it may be advisable to submit an enhanced Listing application to Historic England.

The group have talked about getting the 1999 Charlestown Archaeological Report updated at some stage.

### **(21/057) Tree Warden**

Cllr Reynolds has checked on saplings planted in the spring and they appear to be doing well. There have been a few losses in the Regatta field and replacements will be needed in the autumn.

The landowner affected by the re-routing of the SWCP from Charlestown to The Battery and work undertaken on the Polmear farm path has agreed to some hedgerow planting.

Each parish in the country is being offered a free tree as part of the Landmark Tree Scheme and it was **RESOLVED to apply for a small leafed lime to go in the Regatta Field as this year is the 50<sup>th</sup> anniversary of the revival of Charlestown Regatta. The council will purchase 2 additional trees, one for each ward. It will also purchase a selection of spring flowering bulbs to be planted on the Crinnis Road triangle. £150 has been allocated for the total project.**

#### **(21/058) Charlestown Public Toilets**

The Clerk circulated a report prior to the meeting outlining difficulties with the current paying mechanisms at the toilets. A discussion took place on whether to make the toilets free to use, but this idea was dismissed and it was **RESOLVED to accept a quote of £8,219 from Healthmatic to install 3 new entry systems, 2 of which will be contactless and 1 that will accept cash and contactless payment.**

#### **(21/059) Highways Matters**

Following the removal of Covid restrictions, it was **RESOLVED that the one way pavement signs should remain in place, although yellow arrows will not be repainted. This matter will be reviewed in October.** The 20MPH advisory temporary speed limit signs were felt to be ineffective and Cormac is to be requested to remove them.

Parking on Duporth Road continues to be an issue and Cllr Mustoe is to arrange a site meeting with himself, Cllrs Foster and Bull the Highways Manager and concerned residents. The Clerk will send Cllr Mustoe previous correspondence on the matter.

#### **(21/060) Financial Matters**

(a) Clerk's request to attend the Society of Local Council Clerks Annual Conference

It was **RESOLVED to agree to the Clerk's request to attend the SLCC Annual Conference in October and the cost will be shared with Carlyon Parish Council**

(b) Current balances were noted and the following payments were authorised:

<b>Payee</b>	<b>Purpose</b>	<b>Amount</b>
SWW	Water for hall	£ 27.50
SWW	Water for toilets	£ 103.50
Lloyds Bank	Credit card	£ 218.23

Fintec	Quarterly Lease on Photocopier	£	136.91
BT	Telephone and internet	£	83.28
BT	Clerk's mobile phone	£	24.00
Duchy Defibrillators	Annual monitoring fee Church Hall and Porthpean	£	384.00
Lyreco	Toilet supplies and printer paper	£	280.80
Blenheims Estate & Asset Management	Monthly estate service charge	£	12.00
Biffa	Annual litter bin servicing – Trenarren	£	280.80
Staff/CPF/HMRC	Salaries and oncosts	£	2,833.12

It was noted that Cllr Chatterjee has checked the bank reconciliation and receipts relating to expenditure on the credit card.

**(21/061) Parish Councillor Vacancies**

It was **RESOLVED to co-opt Sandra Tilsley to fill the vacancy in the Charlestown ward.**

**(21/062) Meetings/Training Attended**

22, 23, 24 June – Cllr Chatterjee attended Cornwall Council's introduction to planning training.

5 July – History Working Party

6 and 15 July – Environment and Climate Change Working Party

**(21/063) Correspondence**

A list of correspondence had been previously circulated

**(21/064) Dates for the Diary**

19 July – Regatta Working Party

20 July – Environment and Climate Change Working Party

**(21/065) Dates of future Parish Council Meetings**

16 September, 21 October, 18 November, 16 December 2021, 20 January, 17 February, 17 March, 21 April 2022

The meeting closed at 7.30 pm

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 Chairman

Date

## **Agenda Item 11 (b) – 20 is Plenty**

The Transport and Infrastructure team within Cornwall Council have asked me to circulate this information about the “20 is plenty” campaign regarding implementation of 20mph schemes.

“Cornwall Council are developing an approach to rolling out 20mph to align it with national guidance & best practice principles demonstrated in similar rural counties. Representatives from Devon & Cornwall Police, Public Health, Air Quality, Strategy and Design teams fed into early workshops to help shape this work. One of the outputs will be an assessment tool setting the criteria for both urban and rural applications in order to provide an effective and coordinated approach to 20mph limits. This will help to regulate how we review sites consistently and define future delivery programmes based on available funding resource.

While our approach isn’t based on setting 20mph as a default speed limit for residential and urban streets (keeping 30mph only by exception) it focuses on delivering the same objectives to create safer streets for non-motorised users. We want our streets to be greener, safer, healthier and more accessible to our communities, especially where we expect to see vulnerable road users.

We are aware of rising calls from many Cornish communities towards setting area wide/default 20mph with many passing motions of support for this to happen. There is also growing support globally, there was a UN Global Road Safety Week in May 2021 called ‘Streetsforlife’ that was calling on policy-makers to limit speeds to 20 mph where people live, work and play. The focus was trying to garner policy commitments at national and local levels to deliver 20mph. The default approach is advocated by 20s Plenty, but is not currently a national policy position.

The intention is for Cornwall Council’s Economic Growth and Development Overview and Scrutiny Committee (EGD OSC) to scrutinise our proposed approach at their meeting on 5 October.

In the interim we will continue working on 20mph schemes that already have funding secured and any new requests will be logged. We appreciate that this is as important for our communities as it is for Cornwall Council and we ask for your patience whilst we go through the necessary stages of development.

Further information will be available once we are in a position to start assessing sites.”

Please can you let me know if you have schemes you would like to put forward – thank you.

## **Agenda Item 15 (a)**

Jacob Parry from Cornwall AONB Unit gave a presentation at the council's July meeting and the following message has been received from Natalie Haly, Monumental Improvement Project Manager for your consideration:

"I just wanted to follow up from Jacob's presentation to see if you had any further questions for us. It was a great opportunity to update you all on the project and outline some of the things that we are planning for the future of the project. I hope it was helpful.

I also wanted to reach out to see what the council's thoughts were on potentially becoming a project funder. As I mentioned previously, we are looking for match funding from our current partners and landowners and it would be brilliant if this is something the council would be willing to consider.

Please do let me know if you have any questions about the project and I look forward to hearing from you".

## **Agenda Item 21 - Correspondence Received Since 15 July**

- Cornwall Council's Town and Parish Council newsletters
- Monthly update on progress on The Nest
- Various communications from Cornwall ALC#
- Several emails regarding parking on Duporth Road, Charlestown Road and Church Road
- Complaint about anti-social behaviour in Charlestown
- Invitation to councillors regarding a local history tour
- Complaint about parking in Porthpean car park
- Complaint about a parking issue in Charlestown car park
- Details of finance training for councillors
- Cornish Buildings Group At Risk Project newsletter
- Letter from Census team thanking the council for engaging in the process – the first set of data is due in spring 2022
- Police and Crime Commissioner's Priorities 2021-25
- Notification from CALC that it is seeking new Executive Board Members
- Notification of traffic control measures on A390 on 2, 3, 6 September
- Invitation to the Chairman, a councillor and the Clerk to attend the unveiling of a memorial plaque in Higher Porthpean
- Request for a no cycling sign to be erected behind Porthpean beach
- Details of a survey from Cornwall Council on adult social care in Cornwall
- Notification that Cornwall Council has rescinded its decision to list Porthpean School Room on its Register of Assets of Community Value. Under the Charities Act 2011 a public notice has been issued informing that the Parochial Church Council of the Ecclesiastical Parish of St Austell intend selling the building